

MEMBERS PRESENT:

Robert J. Baron, President
C. James Coffin, Vice President
Richard K. Brackett
John A. Cole
Thomas McKenna
Joseph F. Pofit
Thomas M. Thorpe, Jr.

MEMBERS ABSENT:

ADMINISTRATION PRESENT:

Alan R. McCartney, Mark Diefendorf, Michael Paolino, Sarita Winchell.

OTHERS PRESENT:

Valerie A. Glover, Michele Flynn [*The Spotlight*], Kathy Fiero, MaryTeresa McCormick, Paul Hognestadt, Molly Belmont [*The Altamont Enterprise*], Deann DellaPenta

Mr. Baron called the meeting to order at 6:35 pm, and gave the proper procedure to evacuate the building in the event of a fire emergency. He noted all Board members were present.

Meeting Call to Order:
6:35 p.m.

Mr Baron began the meeting with a brief statement to Mr. Cole thanking him for his many years of service. That he was a credit the Voorheesville School District, and that many of the Boards accomplishments were from the hard work and dedication that Mr. Cole has shown.

On a motion by Mr. Thorpe, seconded by Mr. Brackett and carried unanimously, the Board approved the minutes of the Regular Meeting of June 9, 2003.

Approved Minutes:
6/09/03;

Mr. Baron asked if there were any additional items from the Superintendent. Dr. McCartney informed the board that the asbestos removal and the septic system projects were going as planned.

Opportunity for Superintendent to be heard

Mr. Baron offered the public an opportunity to be heard. Valarie A. Glover read a letter regarding her feelings on the indoor graduation. She felt that limiting the number of tickets to the students and not having a band was unacceptable. She made mention of the fact that some members of the board graciously gave up their seats so that the graduating class and their families had seats. (*A Copy of this letter is attached*)

Opportunity for Public to be heard:

V. Glover

Another member of the community commented that the budget voting procedures need to be reevaluated. She informed the board that she heard several people in line saying this was their second or third time in line. She assumed it was because of the length of the lines at the time they were there the first time. She suggested that the security at the front tables be tightened.

Mr. Diefendorf informed the public that preparations for the graduation ceremony are begun in the spring. A committee is formed that includes Ms. Bassler, graduating students, and parents of graduating students. He welcomed any parent wishing to participate in the planning process to please contact the school and they would be put in touch with the appropriate person. They have until March to reserve the tent; the cost to the district is approximately \$4,000 to \$5,000 for the tent and the chairs. This is a considerable expense to the district.

Graduation Ceremony:
C. Kurtz

At approximately 6:45, Ms. Christine Kurtz was graduated from Clayton A. Bouton High School. She was congratulated by the members of the board along with Dr. McCartney and Mr. Diefendorf.

On a motion by Mr. Cole, seconded by Mr. McKenna and carried unanimously, items 5.1 – 5.14 were approved. Item 5.15 was discussed in the executive session.

Approval of Action Items:

- Approved the Treasurer's Reports as presented in the enclosure folder.
- Approved the following warrants and payrolls:

Treasurer's Rpts

Warrants:

General Fund Warrant #19	\$855,063.42
School Lunch Fund Warrant #19:	18,269.39
Capital Fund Warrant #12:	33,253.52
Trust & Agency Warrant #13:	1,960,420.11
Federal Aid Fund Warrant #12:	76,937.55

Warrants

Payrolls:

Payroll #27:	\$389,773.23
Payroll #28:	754,568.91
Payroll #1:	91,597.11

Payrolls

Lisa Herzog, Part-time Physical Therapist
Effective: July 8, 2003 – August 14, 2003 [nine hours per week]
Salary: \$1,676.16

L. Herzog

Robin Cresap, Administrator
Effective: July 8, 2003 – August 14, 2003 [nine hours per week]
Salary: \$2,297.16

R. Cresap

- Approved the following personnel for the 2003 Summer Swim Program:

Personnel for
Summer Swim
Program

<u>Name</u>	<u>Title</u>	<u>Hourly Rate of Pay</u>
<u>Allison Pofit</u>	Assistant Instructor	\$8.50
	Lifeguard	\$8.50
<u>Benjamin Gibson</u>	Assistant Instructor	\$8.50
	Lifeguard	\$8.50
	Instructor	\$12.00
<u>Daniel Kollar</u>	Instructor	\$12.00
	Lifeguard	\$8.50
<u>Lindsay McKenna</u>	Instructor	\$12.00
	Lifeguard	\$8.50
<u>Matthew Watson</u>	Lifeguard	\$8.50
<u>Meghan Okoniewski</u>	Assistant Instructor	\$8.50
	Lifeguard	\$8.50
<u>Sarah Berte</u>		\$8.50
	Lifeguard	
<u>Stephanie McNally</u>		\$8.50
	Lifeguard	
<u>Virginia Sayer</u>	Instructor	\$12.00
<u>Nathan Gibson</u>	Instructor	\$12.00

A. Pofit

B. Gibson

D. Kollar

L. McKenna

M. Watson

M. Okoniewski

S. Berte

S. McNally

V. Sayer

N. Gibson

- Approved the following changes/corrections in job titles:

Change in Job
Title:

Robert Maliszewski
Current job title: .5 Custodial Worker/.5 Maintenance Helper
New job title: Full-time Maintenance Helper
Effective: June 23, 2003

R. Maliszewski

Dawn Keller
Current job title: Cashier
New job title: Food Service Helper
Effective: September 8, 1999

D. Keller

Cindy Kubisch
Current job title: Food Service Helper
New job title: Food Service Helper/Cashier
Effective: November 19, 2001

C. Kubisch

- Approved the following coaching appointments for the 2003-2004 school year: [per VTA Coaching Schedule]

Coaching
Appointments:
2003-2004

<u>Joseph Santos</u>	Girls' Varsity Soccer	Step 8
<u>Jeffrey Wright</u>	Girls' JV Soccer	Step 1
<u>Jeanne Waters</u>	Girls' Modified Soccer	Step 2
<u>Robert Crandall</u>	Boys' Varsity Soccer	Step 8
<u>Joseph Sapienza</u>	Varsity Football – Head	Step 8
<u>Jon McClement</u>	Varsity Football – Assistant	Step 8
<u>Brian Stumbaugh</u>	Varsity Football – Assistant	Step 1
<u>Matthew Fiato</u>	JV Football – Head	Step 2
<u>Adam Cole</u>	JV Football – Assistant	Step 2
<u>Kenneth Kirik</u>	Varsity Cross Country	Step 8
<u>Patricia Greenwood</u>	Varsity Cross Country – Assistant	Step 3
<u>Thomas Kurkjian</u>	Girls' Varsity Tennis	Step 8
<u>Walter Lane</u>	Girls' Varsity Swimming	Step 8
<u>Amy Hilton</u>	Girls' Varsity Swimming – Assistant	*
<u>Rhonda Meixner</u>	Fall/Winter Cheerleading	Step 2

*Note: Amy Hilton is paid by Guilderland School District as part of the Combined Swim Team agreement between Voorheesville CSD and Guilderland CSD.

Salary – Adult Education Director

- Approved 12-month salary for James O. Hladun, Adult Education Director, as follows:
Effective: January 1, 2003 – June 30, 2004
Salary: \$7,884 per year

Private School Textbook Coordinator

- Approved the appointment of Mary Lynn Williams as Private School Textbook Coordinator for the 2003-2004 school year.
Salary: \$4,100

BOCES Substitute Appointments

- Approved substitute teacher appointments for the 2003-2004 school year as presented by the BOCES Calling Service in a memo date June 26, 2003.

CSE Recommendation

- Approved recommendations of the Committee on Special Education as outlined at meetings held on April 16, 2003, April 28, 2003, April 29, 2003, April 30, 2003, May 1, 2003, and May 5, 2003.

C.O.P.E. Membership

- Approved membership in the Cooperative Organization for Public Education [C.O.P.E.] for the 2003-2004 school year.

C.A.P.S.B.A. Membership

- Approved membership in the Capital District School Boards Association [CAPSBA] for the 2003-2004 school year.

Bid Award: Toolcat 5600

- Approved the successful bid award for the Toolcat 5600 as follows:
Company: Robert H. Finke & Sons, Inc.
Bid Price: Toolcat 5600 \$35,325
Optional 68" Angle Broom \$ 3,049

2003-2004 BOCES Rental & Service Agreements:

- Approved of 2003-2004 BOCES Classroom Rental and Ancillary Services Agreements as submitted in the enclosure folder.

Administrative Reports

Administrative Reports

Mr. Diefendorf reported on the following:

Mr. Diefendorf

- The High School now had 90 graduates.
- The faculty breakfast was a big success as was the golf outing. Administrative staff is working on the Master Schedule for the High School.
- Work is being done on the Physical Education Exemption Policy. Coaches will be responsible for the attendance of the students. It is ultimately the responsibility of Joseph Sapienza, Athletic Director, to make sure that things are monitored properly. An informational meeting for parents will be held soon, and a letter from Mr. Diefendorf will be sent to parents in mid-August.

Mrs. Winchell reported on the following:

Mrs. Winchell

- **Bus Parking:** Buses will no longer be parked behind the village firehouse. An alternative is to use property under the power lines for parking. Mrs. Winchell is waiting for Niagara Mohawk's legal department to review the situation and give her further details – this may take several months.

The other possibility is to park the buses in the current teacher parking lot and move the teacher parking lot to the section by the road that is currently "dirt" near the paved play area. The plan would be to move the paved play area to the other side of the playground and enlarge the paved area to accommodate the teachers/bus drivers' parking. A barrier would be erected between the parking area and the students to prevent accidents during lunch, recess and other activities. The lighting for bus monitoring by the Sheriff's Department is already in place. The cost of this project is under investigation.

Mr. Coffin and Mr. Cole stated the following concerns:

- Traffic issues – blind spot at the curve.
- The grade – there are current "water" issues with the courtyard.
- The cost – the cost of this project will probably be much more than expected.

It was suggested that buses could be parked at the High School or possibly move the transportation office. Limit student parking at the High School or extend the pavement behind the building to accommodate the larger buses. The Board concluded that this issue should be turned over to the Building Project and Facilities committee for further suggestions.

- Pricing and a verbal "OK" for fueling at the Albany County Department of Public Works have been received. There are several other agencies that buy their fuel from DPW. They are already using the card reader system. The district is speaking with George Nealon, the Commissioner of DPW. A formal letter should be arriving shortly. The board was receptive to this idea and suggested pushing for the specifics. They also suggested keeping on top of the "bus washing facility" that would help both Voorheesville CSD and the county. Dr. McCartney has been in contact with County Executive Mike Breslin regarding the washing station and has some favorable feedback from him. It would be located at the County Garage, and if built, could be the answer to the biggest problem of the bus fleet (salt erosion).

- The Elementary School asbestos removal has begun and the estimated time of completion is about two weeks. In the meantime, the offices have been moved to the new part of the school.
- Mr. Richard Brackett led a team of about a dozen volunteers in the removal of wiring. An estimated 12,000 to 15,000 feet of wire was removed from the old part of the Elementary School. This saved the district quite a bit of money. Mr. Brackett will provide a list of the Volunteers.
- Preferred Provider Organization (PPO) will be discussed in executive session.

On a motion by Mr. Cole, seconded by Mr. Pofit and carried unanimously, the Policy Statement for Free and Reduced Price Meals or Free Milk was approved.

Approved Policy Statement: Free & Reduced Lunch

The professional development committee has had several meetings to discuss the evaluation process and what improvements might be necessary. The evaluation/observation process is also under review. Mr. Thorpe noted that there are strengths in this process and the committee is not looking to change everything. They should have a report in time for the September board meeting. The job descriptions of the athletic coaches will be documented so that they will know what the expectations are and will be evaluated as such.

Update:
Professional Development Committee

On a motion by Mr. Cole, seconded by Mr. Thorpe and carried unanimously, the board approved the resolution for the District to participate in New York School and Municipal Energy Consortium [NYSMEC] for the purchase of Natural Gas. A copy of the resolution is attached to these minutes.

Approved Resolution:
NYSMEC

On a motion by Mr. Pofit, seconded by Mr. Coffin and carried unanimously, the board approved the change in student accident coverage to Commercial Travelers Comprehensive Plan.

Approved:
Change in Student Accident Plan

On a motion by Mr. Cole, and seconded by Mr. Pofit and carried unanimously the board adopted the Resolutions in Recognition of Service of Roger Gulickson and Alice Mensching.

Adopted Resolutions:
Recognition of Service

The following information items were noted:

- CASDA Newsletter [May 2003]
- Middle Level News Notes
- Thank You Note: Mary Anne Milano

Information Items

On a motion by Mr. Thorpe, seconded by Mr. McKenna and carried unanimously, the Board moved into Executive Session at 7:34 p.m. The Board came out of Executive Session at 8:40 p.m. A motion was made by Mr. Thorpe and seconded by Mr. Coffin to approve management confidential salaries as recommended by the Superintendent. The motion was passed by a 4-3 vote as follows: Mr. Baron – YES; Mr. Coffin – YES; Mr. Brackett – NO; Mr. Cole – YES; Mr. McKenna – NO; Mr. Pofit – NO; Mr. Thorpe – YES.

Exec. Session:
7:43 pm

Approved:
Management Conf. Salaries

On a motion by Mr. Pofit, seconded by Mr. McKenna and carried unanimously, the meeting was adjourned at 8:44 p.m.

Adjournment:
8:44 p.m.

President

Clerk

Recording Secretary