

VOORHEESVILLE CENTRAL SCHOOL DISTRICT
Voorheesville, New York 12186
BOARD OF EDUCATION MINUTES

November 14, 2005
Regular Board of Education Meeting

Joseph F. Pofit, President
High School Cafeteria

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MEMBERS PRESENT:

Joseph F. Pofit, President
 C. James Coffin, Vice President
 Richard K. Brackett
 David M. Gibson
 Kevin T. Kroencke
 Thomas J. McKenna
 Paige Pierce

MEMBERS ABSENT:

None

ADMINISTRATION PRESENT:

Linda Langevin, Sarita Winchell, Mark Diefendorf, Kenneth Lein, Michael Paolino

OTHERS PRESENT:

Gary Hubert, Timothy Mulligan, Tammy Hammes, Kelly McKenna, S. Cohen Axelrod, Kathy Fiero, Robert Denman, Deborah Lee, Donna Fitzgerald, Anthony Thanopoulos, Fran Gorka, Jeffrey Klembczyk, Betty Cure, Robert Schofield, Holly Grosch [*The Altamont Enterprise*], James Cuzzo, [*The Spotlight*], Frank Faber, Dorothea Pfleiderer

Mr. Pofit called the meeting to order at 7:35 p.m. 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: 7:35 p.m.

On a motion by Mr. Kroencke and seconded by Mr. McKenna, the Board approved the minutes of the regular meeting of October 17, 2005, by a 7-0 vote.

Approval of Minutes:
10/17/05-Regular

Mr. Pofit asked if there were any additional items from the superintendent. Ms. Langevin noted supplemental items/changes/additions to the agenda:

Additional items from Superintendent

- Item 4.2 Addition – Letter of resignation due to retirement: Lydia Tobler
- Item 8.7 Addition – Letter from David M. Gibson re: Relationship to a Prospective School District Employee
- Item 8.8 Addition – Report by Mr. Kroencke re: Emergency services at playing fields

Mr. Pofit asked if any member of the community would like to address the Board. Kelly McKenna addressed the Board on behalf of the Student Council. The Council is still in support of the ex-officio student Board of Education member and hopes this is approved. In addition, Ms. McKenna thanked the Character Education Committee for bringing Michael Pritchard to the school on November 1. He was a very good and effective speaker. Mr. Pofit noted that the PTA and Community & School Foundation also contributed toward Mr. Pritchard’s performances.

Public to be heard:

K. McKenna

Mr. Pofit asked for a motion to approve Items 4.1.1 – 4.16. Mr. Gibson requested a separate vote for Item 4.13, approval of Learn-to-Swim Instructors, as he would abstain from voting on that item. Mr. Brackett requested a separate vote on Item 4.1.1.

A motion was made by Mr. McKenna and seconded by Ms. Pierce to approve all action items with the exception of Items 4.1.1 and 4.13. The following items were discussed before voting:

Warrants

Item 4.1.1 – Treasurer’s reports, specifically, the Trust & Agency Fund, Capital Fund, and Student Association Fund.

Item 4.5 – Temporary appointment of Gregory Coriarty to teach a 10-week Computer Applications course, with a stipend of \$2,000. Mr. Brackett asked how this is being paid for. Mrs. Winchell explained that the District has a contingency budget for situations like this.

Payrolls

Item 4.7 – Probationary appointment of Keyboard Specialist. Mr. Brackett asked how many people applied for the position and when the final candidate was notified. Mr. Diefendorf said five people applied, three were interviewed. Mr. Diefendorf informed the final candidate that he would recommend her to the Superintendent for Board approval at the November 14 meeting. If the Board approved, he would contact the candidate.

Item 4.14 – Out-of-town student field trip to Boston, MA. Mr. Gibson asked how much this trip would cost the students. Mr. Diefendorf said the cost is \$50 per student, the same amount paid for the last several years.

The Board acknowledged Mrs. Lydia Tobler for her 35 years of service to the district and that she would be greatly missed.

APPROVED

*Treasurer's
Reports*

On a motion by Mr. Kroencke and seconded by Mr. McKenna, Item 4.1.1, Treasurer's Reports, was approved on a 6-1 vote. Mr. Brackett voted "NO" on this item.

On a motion by Mr. McKenna and seconded by Ms. Pierce the following action items were approved:

Warrants

- Item 4.1.2
Warrants:
General Fund Warrant #8: \$1,262,180.82
School Lunch Fund Warrant #7: 36,232.97
Capital Fund Warrant #4: 1,089.48
Trust & Agency Warrant #4: 1,082,792.76
Federal Aid Fund Warrant #8: 41,724.91

Payrolls

- Payrolls:
Payroll #9: \$411,891.75
Payroll #10: 418,230.13

Resignation:

- Item 4.2 – Approved the following resignations:

J. Jasniewski

John Jasniewski, Custodial Worker
Effective: November 4, 2005
Reason: Accepted another position

L. Tobler

Lydia Tobler, Music/Department Chair, Music Teacher, Humanities Coordinator
Effective: January 28, 2006
Reason: Retirement

Abolishment of
Position:

- Item 4.3 – Abolishment of position:

J. Albright

That for reason of change in program, the bus aide position held by Joseph Albright was abolished.
Effective: November 4, 2005

Medical Leave:

- Item 4.4 – Approved the request of Judith Zielinski for a medical leave of absence.
Effective: November 28, 2005 – December 23, 2005

*J. Zielinski*Temporary
Appointment:*G. Coriarty*

- Item 4.5 – Temporary Appointment
Approved a stipend for Gregory Coriarty, Business and Distributive Education Teacher, to teach a 10-week course in Computer Applications, Grade 7, during the 2nd quarter of the 2005-2006 school year, effective November 15, 2005, at a stipend of \$2,000 for the additional duty.

Substitute
Appointments:*J. Qualtere*

- Item 4.6 – Approved the following substitute appointments:

Joan Qualtere, Substitute Nurse
Effective: November 15, 2005
Salary: \$75.00 per day

A. Guido

Anna Marie Guido, Substitute Teacher Aide
Effective: November 15, 2005
Salary: \$7.50 per hour

L. Salisbury

Larry Salisbury, Substitute Custodial Worker
Effective: November 15, 2005
Salary: \$9.92 per hour

- Item 4.7 – Approved the following probationary appointment:

Probationary
Appointment:*P. Duncan*

Patricia Duncan, Keyboard Specialist [*High School Main Office, 10-month position*]
Effective: November 28, 2005
Probationary Term: Six months
Salary: \$11.76 per hour

Resolution re:
Food Service
Helper

- Item 4.8.1 – Approved action on the following resolution re: Food Service Position:

WHEREAS, the District acknowledges that the posting for the position of food service helper, effective August 3, 2005, was in violation of the agreement with the United Employees of Voorheesville, Section 26.1, and

WHEREAS, to remedy this situation the Superintendent approved the Memorandum of Agreement dated October 24, 2005, be it

RESOLVED, that the position of two and one-half hour food service helper, posted August 3, 2005, must be declared vacant as per the Memorandum of Agreement, and

BE IT FURTHER RESOLVED, that the appointment of Tasha Deyo to that position be declared void effective November 15, 2005.

- Item 4.8.2 – Approved Tasha Deyo as a substitute Food Service Helper
Effective: November 15, 2005
- Item 4.9 – Approved the following extracurricular appointment:
Lynn Kelly Winter Cheerleading Advisor Step 5 - \$1,810
- Item 4.10 – Approved recommendations of the *Committee on Special Education* as outlined at meetings held on October 19, 2005, October 20, 2005, October 25, 2005, October 27, 2005, and November 2, 2005.
- Item 4.11 – Approved substitute teacher appointments for the 2005-2006 school year as presented by the BOCES Substitute Calling Service in a memo dated November 3, 2005.
- Item 4.12 – Approved the appointment of Ali Glaser as school district lifeguard
Effective: November 15, 2005
Salary: \$8.50 per hour
- Item 4.14 – Approved the following out-of-town student field trip:
Grade 7 Field Trip – Boston, MA
Boston Museum of Science/New England Aquarium: Friday, June 9, 2006
Requestor: Jessica Bradshaw
- Item 4.15 – Approved the following tax warrant adjustments to amend the tax warrant in the amount of \$12,193,672.78 to \$12,155,051.32 [a decrease of \$38,621.46]:

1. Town of New Scotland – Assessor’s Clerical Error
 - a. Michael Braet – Pro-rated tax adjustment
Tax billing decrease: School Tax (\$182.00)
2. Town of Guilderland – Supreme Court Decision/Small Claims Assessment Review
 - a. Warren & Marie Mick – Reduction in Assessed Value
Assessment reduction: \$49,600.00
School Tax (\$1,010.74)
Library Tax 0.00
 - b. Atlas Copco Compressors, Inc. – Reduction in Assessed Value
Assessment reduction: \$1,350,000.00
School Tax (\$37,428.72)
Library Tax 0.00

- Item 4.16 – Accepted the report of the Tax Collector for the 2005-2006 school year as presented in the enclosure folder.
- Item 4.13 – Learn-to-Swim Instructors
On a motion by Mr. McKenna and seconded by Mr. Kroencke, the Board approved the following appointments of instructors for the Learn-to-Swim program by a 6-0 vote. Mr. Gibson abstained.
Nathan Gibson, Instructor
Effective: November 15, 2005
Salary: \$12.00 per hour
Robert Washburn, Instructor
Effective: November 15, 2005
Salary: \$12.00 per hour

SPECIAL REPORTS

5.1 – School Lunch Presentation, Sarita Winchell/Timothy Mulligan

Mrs. Winchell introduced Timothy Mulligan, District Cook Manager. They presented an update on the school lunch program and recommendations for the 2005-2006 school lunch budget to be presented for approval under Item 8.2. Mrs. Winchell noted that the recommendations outlined in the report were in answer to the independent audit report and how the District intends to follow through. Mrs. Winchell highlighted the changes that have occurred since Mr. Mulligan took over the lunch program last January:

- a variety of subs, salads, and soups
- high quality fruits and vegetables
- homemade lasagna [meat and vegetable]
- careful portion control
- nutritional analysis of meals
- uniform prices for meals
- improved attitude of staff
- over 500 students buying Type A lunches on a daily basis

Substitute Food Service Helper:
T. Deyo

Extracurricular Appointment

CSE Recommendations

BOCES Sub Appointments

School Lifeguard Appointment:
A. Glaser

Out-of-Town Student Field Trip Request

Tax Warrant Adjustments

Tax Collector’s Report

Learn-to-Swim Instructors

N. Gibson

R. Washburn

SPECIAL REPORTS

School Lunch

Mrs. Winchell pointed out that there are revenue losses beyond the control of the district including a \$9,000 increase in health insurance costs and a loss in Federal milk reimbursements in excess of \$1,850. The proposed school lunch budget includes a plan to increase participation in the lunch program to help reduce these losses. Mr. Mulligan is also experimenting with making his own pizza, which would be a great saving.

The District now offers a sound nutritional lunch program to students and staff thanks to Mr. Mulligan's efforts. He continues to work toward improving the program. The presentation concluded with a tour of the food service area.

Item 5.2 – Elementary School Presentation, Kenneth Lein

Elementary
School

Mr. Lein discussed the following items:

- The main focus in Mathematics and English Language Arts, mainly changes in curriculum. Kathy Fiero has been working with teachers on curriculum content and timing. A larger curriculum mapping process will take place during the year and teachers will be trained in scoring.
- Arts in Education: This program, anticipated to be a 10-year grant, will support academic programs through the arts. Six or seven teaching artists will be involved.
- Restructuring the Character Education program to align with the middle school program. Mr. Lein believes that work in the Arts partnership will also support the Character Education Program.

Mr. Lein distributed packets of information to the Board as back-up to his discussion.

ADMINISTRATIVE REPORTS

Administrative
Reports

Administrative reports were noted with the following additions/discussion:

Item 6.1: Mr. Lein – Elementary School

Mr. Lein

- Fifth grade students are excited about the first Activity Night scheduled for Friday, November 18.
- The Voorheesville Volunteer Fire Department rekindled their poster contest. Over 150 students entered.
- Thanked Mr. Paolino for coordinating Dr. Michael Pritchard's visit. His presentation was well received.

Item 6.2-6.3: Mr. Diefendorf – Middle School/High School

Mr.
Diefendorf

- Attended Model UN at Brown University with 41 students, including 10 ninth grade students. Three-quarters of the students attended for the first time. Everything went well and we received a commendation. Model UN programs are very enriching and students will have an opportunity to attend the Model UN at Yale University in January and Cornell University in March.
- The October 19 community forum, "Webstarts 101", informed parents on how to monitor their children's use of the web. It was well attended and very illuminating.
- The Drama Club will present "Arsenic and Old Lace" on November 18, 19, and 20. Tickets may be purchased at the door.
- The Building Level Emergency Response Drill planned for October 25 was cancelled due to cold weather.
- American Education Week was not well attended even though it was advertised.
- The November 10 teen night was attended by 105 students.
- Ms. Kennedy has revitalized the Middle School Parent Advisory Committee, renamed the PACT Team [Parents and Community Team].

Item 6.2.1 – Guidance Report

Mr. Diefendorf discussed his report on the Guidance Department as presented in the enclosure folder. In summary, the Middle School/High School Guidance Department is doing a more than adequate job. The committee recommended an increase in the elementary guidance counselor's position from .8 to 1.0 due to an increase in services needed at that level. A recommendation for this increase will be presented to the Board in December. Mr. Diefendorf discussed the positive characteristics of the guidance program including an increase in parent contact. The Service Academy open house was discussed, and Mr. Kroencke suggested adding alternative non-service institutions. Mr. Gibson suggested ROTC be added, as well. Mr. Pofit and Mr. Coffin expressed a deeper appreciation for the guidance department and the range of services they provide.

Item 6.4: Mrs. Winchell – Assistant to the Superintendent's Report

Mrs. Winchell

- Based on suggestions by Neal LaMere presented in his Independent Audit report, Mrs. Winchell provided the Board with a list of corrective actions addressing those suggestions.
- Discussed Item 8.4, advertising and interviewing an Internal Claims Auditor. The State Comptroller's five-point plan requires that this position be held by someone outside of the business office.
- Andy Huth, District Energy Educator, will update the Board at the December meeting. Building temperatures have been set to 70° during school hours. Under the guidance of Energy Education, Inc., the district will be experimenting with dropping the temperatures to 55° at night.

Item 6.5: Mr. Goyer – Operations, Maintenance & Transportation Reports

- Two bus drivers are working toward driver trainer certification. The certification process takes up to two years.
- The Albany County Sheriff's Department conducted "Operation Safestop" on October 8, to identify locations of motorists who frequently pass stopped school buses while red lights are on and students are loading or unloading.
- The transportation department is doing well in meeting all regulations for school buses. The five-year plan has worked well in maintaining the fleet. Not much money is being spent on repairs.
- Gave an update on the Governor's mandate to use environmentally sensitive cleaning products.
- Defective doors were discussed. Mr. Pofit asked Mr. Goyer to find out when the warranty on the doors expired and suggest what avenue of recourse can be taken by the district.

Mr. Goyer

Item 6.6: Mrs. Langevin – Superintendent's Report

- Thanked the technology department for their fantastic presentation earlier in the evening.
- Discussed 12 administrative projects and goals for the coming year as presented in her report.
- The visits to individual classrooms have been a joy. Everyone is doing an excellent job.
- Congratulated the Voorheesville Fire Department on passing their building referendum.
- Mr. Goyer and Mrs. Winchell are preparing notification of new parking regulations.

Mrs. Langevin

Item 7.5 – The Board discussed having an ex-officio student participant on the Board of Education. Although student input is important to the Board, there were concerns about a student's ability to carry out such a responsibility with so many other commitments during senior year. It was suggested that the monthly agenda could include a time for students to address the Board instead. Mr. Gibson asked Mrs. Langevin to bring other suggestions to the December meeting after discussion with the faculty and administrators.

Discussion:

*Ex-Officio Student
Board Member*

Item 8.1 – Public Officers Law Resolutions

This item was tabled for discussion in Executive Session.

Tabled:

*Public Officers
Law Resolutions*

Item 8.2 – Approval of School Lunch Budget

On a motion by Mr. Coffin and seconded by Mr. Gibson, the school lunch budget, as discussed under Item 5.1, was approved by a 7-0 vote.

Approved:

*School Lunch
Budget*

Item 8.3 – Advisory Solutions Agreement

On a motion by Mr. Kroencke and seconded by Mr. McKenna and passed by a 7-0 vote, the Board approved a contractual agreement in the amount of \$7,500 with NYSSBA Advisory Solutions for the completion of an analysis of the District Financial Procedures and Practices in all areas and to provide the Board of Education with a report to include recommendations for future practices in all relevant areas.

Approved:

*Advisory Solutions
Agreement*

*Authorization for L.
Langevin to sign
agreement*

The Board also authorized Linda M. Langevin to sign the agreement on behalf of the Voorheesville Central School District.

Item 8.4 – Internal Claims Auditor

On a motion by Mr. McKenna and seconded by Ms. Pierce, the Board approved advertising and interviewing of candidates for Internal Claims Auditor by a 7-0 vote.

Approved:

*Advertise/Interview
for Internal Claims
Auditor*

Item 8.5 – Additional NERIC Support

On a motion by Mr. Coffin, seconded by Mr. Gibson and passed by a 7-0 vote, the Board approved an additional day of NERIC support for technology to provide services in the maintenance of hardware and support systems effective January 1, 2006.

Approved:

*Additional NERIC
Support*

The additional cost from January 1 through June 30, 2006 would be \$7,961.00 for a total of \$39,805.00 for the 2005-2006 school year. The reflected cost is a close estimate and may change depending on the chosen candidate.

Item 8.6 – Change in the 2005-2006 School Calendar

On a motion by Mr. McKenna, seconded by Ms. Pierce and passed by a 7-0 vote, the Board approved a change in the 2005-2006 school calendar to include one-half day release time on Friday, January 13, 2005, at the Middle School/High School for the purpose of curriculum alignment and mapping.

Approved:

*Change in 2005-06
School Calendar*

Item 8.7 – Letter from David M. Gibson re: Relationship to Prospective School Employee

On a motion by Mr. Kroencke, seconded by Ms. Pierce and passed by a 6-0 vote, the Board accepted a letter of disclosure from David M. Gibson in compliance with Part 800 of Municipal Law as presented. Mr. Gibson abstained from voting.

Approved:

*Letter re:
Relationship to
Prospective School
Employee
[David Gibson]*

*Emergency Services
at Athletic Fields*

Item 8.8 – Emergency Services at Athletic Fields

Mr. Kroencke discussed the need for a better means of communication from the athletic and satellite fields during sporting events due to a decrease in ambulance squad staff. Cell phones are not reliable when calling 911. Mrs. Winchell suggested that the district could buy a radio and provide training for use during an emergency. Mr. Pofit asked the administration to work on a solution and report back to the Board.

*Opportunity for
Board to be Heard*

Item 9.1 – Opportunity for the Board to be heard

Congratulations were extended to all the athletic teams. An invitation was extended to the cross-country team to meet with the Board prior to the December meeting to be recognized.

Executive Session

Item 11 – Executive Session

On a motion by Mr. Kroencke, seconded by Mr. Gibson and passed by a 7-0 vote, the Board entered into Executive Session at 10:25 p.m. for the purpose of discussing current and pending litigation and the employment history of particular individuals.

The Board returned to regular session at 12:25 a.m.

Approved:

On a motion by Mr. Coffin, seconded by Mr. Brackett and passed by a 7-0 vote, the Board approved Item 8.1, Public Officers Law Resolutions, as follows:

*Public Officers Law
Resolutions*

RESOLVED, that as a “public entity” pursuant to Section 18(1)(a) of the Public Officers Law, the Voorheesville Central School District hereby confers all the benefits of this Section 18 of the Public Officers Law upon the employees of the Voorheesville Central School District, and the Voorheesville Central School District shall be held liable for the costs incurred pursuant to the provisions of Section 18 of the Public Officers Law; and be it further

RESOLVED, that these benefits are expressly intended to supplement any and all other existing statutory protections.

On a motion by Mr. Coffin, seconded by Mr. Bracket and passed by a 7-0 vote, the Board returned to Executive Session at 12:30 a.m. to discuss contract negotiations.

The Board returned to regular session at 12:44 a.m.

Adjournment:

On a motion by Mr. Brackett, seconded by Mr. Kroencke and passed by a 7-0 vote, the meeting was Adjourned at 12:45 a.m.

12:45 a.m.

President

Clerk