

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

Regular Board of Education Meeting
January 14, 2008

David M. Gibson, President
High School Commons

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Board Members Present:

C. James Coffin, Vice Present
Timothy E. Blow
Gary A. Hubert
Kevin Kroencke
Thomas McKenna

Board Members Absent:

David M. Gibson, President
Paige A. Pierce

ADMINISTRATION PRESENT:

Linda Langevin, Sarita Winchell, Mark Diefendorf, Theresa Kennedy, Ken Lein, Michael Goyer, Patrick Corrigan, Robin Jacob, Joseph Sapienza

OTHERS PRESENT:

Richard Brackett, Gary Bates, Colleen Bates, Brad Donaldson, Tony Thanopolous, Steve Relyea, Kathy Martin, Christy Rivenburg, Leanne Frone, Brittany Vogel, Krissie Norris, Tim Altenhofen, Laura Minnick, Linda Pasquali, Mike Pasquali, Ed Hampston, Pam Standish, Kathy Fiero, Kathleen Wissing, Terry Luyckx, Pam Hamlin, Mary Ann Jones, Colleen Brackett, Lisa Spadinger, Sheila Lobel, Dawn Mancuso, Kelly Lendrum, Anne Lyons, Judy Zielinski, Kathleen Rudd, Christine Berte, Ken Young, Mary Kelly, Tim Mattison, Brenda Clair, John Sittig, Tim Kelley, Bob Streifer, Michele Snyder, Pat Flynt, Debbie Devenpeck, Mary Anne Milano, Sara Hotopp, Lauren Furlong, Michael Guerette, Michael Burns, Patricia Sauer, Shelly Lindsay, Lori Farrell, Karen Beck, Laura Taggart, Carol Kadamus, Susan Podgorski, Laurie Lysenko, Joe O'Brien, Tom Gladd, Kevin Klembczyk, Lexi Burtman, Judy Hundemann, Rita Okoniewski, Martha Mackey, Sandra Vorse, Taryn Smith, Nicole Sanchez, Suzanne Paulson, Donna Fitzgerald, Deborah Lee, Simone Yingling, Christine Abelseth, Jackii Dollard, Kate Madden, Margaret Flanders, Melissa Hale-Spencer (*The Altamont Enterprise*), Dorothea Pflaiderer

In Mr. Gibson's absence, Mr. Coffin 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 with the exception of Mr. Gibson and Ms. Pierce.

Call to Order:
7:35 p.m.

Item 2.1: Presentation from Colleen Bates on Tech Valley High School

Colleen Bates gave a PowerPoint demonstration on her experiences as a student at Tech Valley High School. She discussed her courses and the projects she has done, so far, this year. Ms. Bates said there is a different learning style at Tech Valley with a greater emphasis on technology. She concluded her presentation by thanking the Board for giving her the opportunity to participate in the program.

Presentation on
Tech Valley High
School
C. Bates

Item 2.2: Introduction of Fall Athletic Teams

Mr. Sapienza introduced the fall athletic teams. Several students from each team gave an overview of their season and discussed the accomplishments of the team. The students thanked the Board for supporting their efforts.

Introduction of
Fall Athletic
Teams

Item 3: Approval of Minutes

On a motion by Mr. McKenna, seconded by Mr. Hubert and carried unanimously, the Board approved the minutes of the regular meeting of December 10, 2007.

Approval of
Minutes:
12/10/07

Item 4.1: Additional Items from the Superintendent

Mr. Coffin asked if there were any additional items from the Superintendent. Mrs. Langevin noted the following:

- | | | |
|-----------|-------------|---|
| Item 5.8 | Correction: | Coaching salary for Terrence Ryan |
| Item 5.16 | Addition: | Bus driver and substitute bus driver appointments |
| Item 5.17 | Addition: | Substitute teacher appointment |

Additional items
from
Superintendent

Item 4.2: Opportunity for Students to Address the Board

There were no items discussed.

Opportunity for
Students to be
Heard

Item 4.3: Opportunity for the Public to be Heard

Items/Concerns discussed:

- Kathy Fiero read a statement on behalf of the VTA expressing disappointment that the contract has not yet been settled and urged the Board to reconsider their position. Mr. Coffin responded that only one or two items remain unsettled and he is hopeful that the contract can be brought to resolution shortly.
- Richard Brackett expressed a concern that employees are using school computers for personal use. Mr. Coffin asked Mr. Brackett to provide the Board with details.

Opportunity for
Public to be
Heard:

ACCEPTED

On a motion by Mr. McKenna, seconded by Mr. Kroencke and carried unanimously, action items 5.1 through 5.10 were approved:

*Treasurer's Reports***Item 5.1.1: Treasurer's Reports**

Accepted the treasurer's reports as presented in the enclosure folder.

Item 5.1.2: Accepted the following warrants and payrolls:*Warrants*Warrants:

General Fund Warrant #9	\$	3,338.35
General Fund Warrant #10	\$	1,592,524.72
General Fund Warrant #11	\$	55,555.74
Trust & Agency Fund Warrant #5	\$	1,148,928.95
School Lunch Fund Warrant #5	\$	27,730.16
Federal Aid Fund Warrant #5	\$	20,863.17
Capital Fund Warrant #5	\$	549,281.02

*Payrolls*Payrolls:

Payroll #13	\$	441,440.93
Payroll #14	\$	440,051.76

Resignations:**Item 5.2: Resignations**

Accepted the following resignations:

A. Riddell

Amy Riddell, High School Guidance Counselor (18 years of service)

Effective: April 21, 2008

Reason: Personal

C. Kadamus

Carol Kadamus, Library Media Specialist (17 years of service)

Effective: July 1, 2008

Reason: Retirement

A. Smolen

Anne Smolen, Senior Keyboard Specialist – Guidance Office (22 years of service)

Effective: October 31, 2008

Reason: Retirement

M. Bintz

Michele Bintz, Keyboard Specialist – Main Office

Effective: February 8, 2008

Reason: To accept MSHS Library Teaching Assistant Position

APPROVED

Custodial / Building & Grounds:**Item 5.3: Custodial / Building and Grounds Maintenance**

Approved the following appointments:

M. Peck

Melissa Peck, Custodial Worker

Effective: January 7, 2008

Salary: Step 5 of UEV Contract - \$11.28 per hour

R. Bradshaw

Robert Bradshaw, Custodial Worker

Effective: January 8, 2008

Hours from January 8 – 18 will be six (6) hours per day

Beginning January 21, Mr. Bradshaw will work eight (8) hours per day

Salary: Step 5 of UEV Contract - \$11.28 per hour

Approved the following change in appointment:

J. Relyea

Joseph Relyea, Change from Custodial Worker to Building and Grounds Maintenance

Effective: January 3, 2008 (Four hours per day only)

Rate of pay change from: Step 12+ of UEV Contract (\$17.34/hour – Custodial Worker Schedule)

to: Step 12 of UEV Contract (\$19.19/hour – Bldg. & Grounds Maint. Schedule)

Emergency Conditional Substitute:**Item 5.4: Emergency Conditional Substitute Appointment**

Appointed Margaret McQuade as substitute teacher aide for the elementary school on an emergency conditional basis pending fingerprint clearance through OSPRA.

M. McQuade

Effective: January 15, 2008

Salary: \$7.50 per hour

Library Teaching Assistant:**Item 5.5: Library Teaching Assistant**

Approved the appointment of Michele Bintz as library teaching assistant.

Effective: February 11, 2008 (10-month position – MSHS Library)

Salary: Step 6 of UEV Contract - \$13.78 per hour

M. Bintz

Item 5.6: Substitute Building Security and Custodial Worker

Approved the appointment of William Kelly as substitute building security and custodial worker.

Effective: January 15, 2008

Salary: \$20.92 per hour

Substitute Building Security & Custodial:

W. Kelly

Item 5.7: Extracurricular Appointments: 2007-2008 (Emergency Conditional)

Approved the following extracurricular appointments for the 2007-2008 school year. These persons will be appointed on an emergency conditional basis pending fingerprint clearance through OSPRA.

Diana Straut, Odyssey of the Mind Co-Coordinator

Effective: January 15, 2008 Stipend: Year 1 @ ½ Step 1 \$288.50

D. Straut

Cindy Morrison, Odyssey of the Mind Co-Coordinator

Effective: January 15, 2008 Stipend: Year 1 @ ½ Step 1 \$288.50

C. Morrison

Item 5.8: Coaching Appointments

Approved the following coaching appointments for the 2007-2008 school year:

Henry Czerwinski Varsity Baseball Year 5 @ Step 8 \$ 3,645

Kyle Turski Junior Varsity Baseball Year 5 @ Step 5 \$ 2,207

Matthew Fiato Varsity Softball Year 5 @ Step 5 \$ 2,970

Terrance Ryan Junior Varsity Softball Year 3 @ Step 8 \$ 2,708

Steve Relyea Varsity Track Head Coach Year 6 @ Step 8 \$ 3,124

Philip Carducci Varsity Track Assistant Year 2 @ Step 4 \$ 1,941

Thomas Kurkjian Varsity Boys' Tennis Year 26@Step 8 \$ 3,124

Coaching Appointments:

Item 5.9: Substitute Teacher Appointments from BOCES Substitute Registry

Approved Capital Region BOCES Substitute Registry appointments for the 2007-2008 school year as presented in the enclosure folder.

BOCES Substitute Registry Appts:

Item 5.10: Spring 2008 Driver Education Appointments

Approved the salaries for spring 2008 driver education instructors:

Spring 2008 Driver Education:

Jeffrey Young

Effective: January 28 – June 6, 2008

Salary: \$4,710.00

Classroom: 24 students @ \$ 52.50

Car Section: 12 students @ \$ 287.50

J. Young

William VanAlstyne

Effective: January 28 – June 6, 2008

Salary: \$3,450.00

Car Section Only: 12 students @ \$ 287.50

W. VanAlstyne

On a motion by Mr. Blow, seconded by Mr. McKenna and carried unanimously, the Board approved items 5.11, 5.13 – 5.17. Mr. Blow asked that item 5.12 be pulled for a separate vote.

Item 5.11: CSE Recommendations

Approved the recommendation by the *Committee on Special Education* as outlined at a meeting held on December 21, 2007. The Board designates Superintendent, Linda M. Langevin as signatory for health service contracts related to special education students' IEPs.

CSE Recommendations

See item 5.12 on next page.

Item 5.13: Spring 2008 Continuing Education Program

Approved the spring 2008 Continuing Education Program as presented in the enclosure folder.

Spring 2008 Continuing Education Program

Item 5.14: Authorization for Fingerprinting Costs

Approved payment, by the District, for required fingerprinting costs for employees and substitutes in the Cafeteria, Operations and Maintenance, and Transportation Departments and for teacher aides and clerical workers. In addition, the Board authorized the Superintendent to use her discretion as to whether the district will or will not pay for the fingerprinting of advisors to extracurricular activities.

Authorization for Fingerprinting Costs

Item 5.15: Tax Warrant Adjustments

Approved the following tax warrant adjustment to amend the tax warrant in the amount of \$15,004,033.63 to \$15,003,454.37 (a decrease of \$579.26).

Tax Warrant Adjustments

1. Small Claims Assessment Review Board decision for tax billing year 2007-2008

a. Jeffrey and Linda Livingston

Reduction in assessed value from \$347,000 to \$319,600

Reduction in school taxes \$ 545.30

Reduction in library taxes \$ 33.96

TOTAL

\$ 579.26 (reduces warrant)

Transportation
Appointments

Item 5.16: Transportation Appointments

Approved the following transportation appointments:

Vincent Padula, Bus Driver
Effective: January 17, 2008
Salary: Step 3 of UEV contract - \$13.04 per hour

Frank Donnelly, Substitute Bus Driver
Effective: January 28, 2008
Salary: Step 1 of UEV contract - \$12.52 per hour

Item 5.17: Substitute Teacher

Substitute Teacher
Appointment

Approved the appointment of Susanne Hudacs as a substitute teacher for the Middle/High School effective January 15, 2007. Mrs. Langevin will waive the requirement for fingerprint clearance due to Mrs. Hudac's long association with the district as a high school social studies teacher (21 years of service: 1986-2007).

Salary: \$85.00 per day

On a motion by Mr. McKenna and seconded by Mr. Hubert, the following item was approved by a 4-0 vote. Mr. Blow abstained from voting.

Item 5.12: Out-of-Town Student Field Trip Requests

Out-of-Town
Student Field Trip
Requests

Approved the following out-of-town student field trip requests:

Grade 7 Class Trip

Destination: Boston, Massachusetts
Date: Friday, June 13, 2008
Cost: \$54.00 per student
Requestor: Jessica Bradshaw

Boys' Basketball Tournament

Destination: Oneida, New York
Date: Saturday, January 19 – Sunday, January 20, 2008
Cost: No cost to students (*Trip is financed entirely through fundraising*)
Requestors: Joseph Sapienza

Item 6: Special Reports

There were no special reports

ADMINISTRATIVE
REPORTS

ADMINISTRATIVE REPORTS

Item 7.1: Elementary School Report, Kenneth Lein

K. Lein

- Mr. Lein had one addition to his report: ELA testing for grades 3-5 had been completed. The students did very well with 98.5% scoring at level 3 or 4.

Report:

K-2 Class Size

Item 7.1.1: K-2 Class Size Report, Kenneth Lein

Mr. Lein discussed research that has been done on class size and how it affects student performance. He proposed capping class size for grades K through 2 at 20 students. Mr. Lein would like to extend that cap to grade 3 if it is fiscally feasible.

Item 7.2: Middle Level Report, Theresa Kennedy

T. Kennedy

- On December 21, the 6th grade percussion group did an outstanding job performing *Carol of the Bells*, without a director, in the middle school lobby. Ms. Kennedy is hoping to bring musical performances back into the lobby on Friday mornings.
- Preparation has started for the middle level ELA exams during the week of January 14.

Item 7.3: High School Report, Mark Diefendorf

M. Diefendorf

- Thirty-one students were inducted into the National Honor Society on January 5.
- Mid-term exams will be given Tuesday, January 22 through Friday, January 25.

Item 7.4: Assistant to the Superintendent for Business Report, Sarita Winchell

S. Winchell

- Mrs. Winchell gave an update on the Workers' Compensation Consortium. The district will save \$44,000 this year by participating in the consortium.
- Discussed the Energy Demand Response Program. In an effort to avoid brownouts and blackouts, the district will work with electricity producers by curtailing energy usage during designated four-hour periods. In return the district will receive energy credits with the potential to save \$2,000 to \$4,000. The Board expressed support of the plan and encouraged Mrs. Winchell to take part in this program on behalf of the district.

Item 7.5: Operations, Maintenance, and Transportation Report, Michael Goyer

M. Goyer

- The pool of substitute bus drivers is improving.
- A transportation safety meeting will be held on January 31. Topics for the meeting: "safe transport of children with disabilities", "bad weather driving", and "school bus safety is one bus stop at a time".

- Work continues on the second floor of the elementary school.
- The power shutdown at the elementary school was successful and the electrical work was completed.

Item 7.6: Superintendent’s Report, Linda M. Langevin

- A six-member team will be attending curriculum mapping training on January 28 & 29, and April 2. (*The January dates are a reschedule from the December dates that were canceled due to poor weather*).
- Commended the K-2 faculty for their exploration of new skills in literacy instruction. These efforts are being funded by a curriculum grant and Title II professional development grant.
- The 2008-2009 budget process will begin on January 28.
- Chuck Voss will present a proposal to the Board on February 11 regarding a generator grant proposal for the high school.
- Also at the February meeting, Mr. Voss and Mrs. Langevin will report to the Board on projected student enrollments and projections for demographic/housing development in the Town of New Scotland.

L. Langevin

BOARD OF EDUCATION COMMITTEE REPORTS

BOE COMMITTEE REPORTS

Item 8.1: Building Project & Facilities Committee, C. J. Coffin, G. Hubert

The committee had nothing to report at this time.

*Building Project & Facilities
(No report)*

Item 8.2: Curriculum Committee, D. Gibson, K. Kroencke, P. Pierce

The committee was looking for an alternate date to reschedule the canceled January 10 meeting.

Curriculum Committee

Item 8.3: Planning & Governance Committee, C. J. Coffin, D. Gibson, T. McKenna

The committee met on January 3 and continues to review Policy 9646, Disclosure of Wrongful Conduct. They also met with the Administrative Cabinet on that date.

Planning & Governance

Item 8.4: Audit Committee, D. Gibson, G. Hubert, T. Blow

The committee had nothing to report at this time. They will meet again prior to the February 11 Board meeting.

*Audit Committee
(No report)*

Item 8.5: Negotiations Committee, C. J. Coffin, K. Kroencke, T. Blow

The committee had nothing to report at this time.

*Negotiations Committee
(No report)*

Item 8.6: Evaluation Committee, D. Gibson, K. Kroencke

The committee will meet on January 22 to review draft evaluation instruments.

Evaluation Committee

Item 9.1: Extracurricular Activities, Discussion

Mr. Diefendorf discussed his proposal for establishing extracurricular clubs and organizations. This proposal had been presented to the Planning & Governance committee who gave their approval to present it to the full Board. The plan outlines procedures for establishing new clubs or eliminating clubs with limited membership or interest. All clubs will be evaluated (*membership, interest, and projects*) at the end of the first semesters and again at the end of the school year.

Discussion:

Establishing Extra-Curricular Clubs & Organizations

On a motion by Mr. McKenna, seconded by Mr. Kroencke and carried unanimously, the Board approved the process for “Establishing Extracurricular Student Clubs/ Organizations” as presented in the enclosure folder.

Item 9.2: Budget Amendments

On a motion by Mr. Blow, seconded by Mr. Kroencke and carried unanimously, the Board amended the 2007-2008 budget to allow for the expenditure of the following gift donations to the district in the amount of \$11,010.32 and to increase the revenue code A2705 to reflect the receipt of these funds:

Budget Amendments

Voorheesville Community & School Foundation

ES Literacy Program	\$10,000.00		
		\$5,400.00	Code: A2110.413.01
		\$1,600.00	Code: A2110.140.00.000
		\$3,000.00	Code: A2110.417.01
Odyssey of the Mind	\$ 800.00		Code: A211040801

Target

Take Charge of Education Pgm.	\$ 301.32		Code: A21105010199
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Item 9.3: Resolutions in Recognition of Service

On a motion by Mr. Blow, seconded by Mr. Hubert and carried unanimously, the Board adopted the resolutions in recognition of service of Dianne Elmendorf, William Kelly, and Wayne Palombo.

Resolutions in Recognition of Service

Discussion:

Curriculum
Coordinator
Position

Item 9.4: Curriculum Coordinator Position, Discussion

Discussion was held regarding the need for a full-time data coordinator to keep the faculty informed, aware, and fluent in using testing information to assist in educational decisions for students. The duties of a curriculum coordinator were discussed, and it was recommended that this position be included in the VTA bargaining unit. The decision to create this position will ultimately become part of the budget process.

Term of Office –
BOE Trustees
(Postponed until
February 11)

Item 9.5: Term of Office – Board of Education Trustees, Discussion

The Planning & Governance Committee had discussed changing the term for Board Trustees from a five-year term to a four-year term. A three-year term is too short, and a five-year term is a long commitment; however, the Board needs consistency and commitment. If the Board is in favor of shortening the term of office, the community would need to vote on this as a separate proposition in May. Further discussion was postponed until the February 11 meeting.

Other Business

Item 10: Other Business

There was no other business to come before the Board.

For the Good of
The Order

Item 11: For the Good of the Order

- Vision, Mission, and Goals for the High School Library
- Summary Report of Social Worker Activities to Date
The Board asked Mr. Diefendorf to provide statistical information from other districts that employ social workers for the purpose of comparison and validating the need for this position.
- Middle Level News Notes
- Budget Status Reports: 7/1/07 – 11/30/07
- Contracts for Health Services

<u>North Greenbush Common School District</u>		
Health care for three (3) students @ \$197.98 per student	\$	593.94
<u>Lansingburgh Central School District</u>		
Health care for one (1) student	\$	351.07

Adjournment:
9:10 p.m.

Item 12: Adjournment

On a motion by Mr. Kroencke, seconded by Mr. McKenna and carried unanimously, the meeting was adjourned at 9:10 p.m.

President

Clerk, Board of Education