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

Regular Board of Education Meeting
February 11, 2008

David M. Gibson, President
High School Cafeteria

Board Members Present:
David M. Gibson, President
C. James Coffin, Vice Present
Timothy E. Blow
Gary A. Hubert
Kevin Kroencke
Thomas McKenna
Paige A. Pierce

Board Members Absent:
None

ADMINISTRATION PRESENT:
Linda Langevin, Sarita Winchell, Mark Diefendorf, Theresa Kennedy, Ken Lein, Michael Goyer, Patrick Corrigan

OTHERS PRESENT:
Richard Brackett, Happy Scherer, Ninuk Sumiarih, Steve Relyea, JoAnn Donohue, Ed Donohue, Penny Alden, Steve Bjork, David Adkins, Betsy Bates, Colleen Bates, Gary Bates, Charles Voss, Kathy Fiero, Ed Hampston, Shari Hoffman-Jimsen, Celenn Simsek, Ilyssa Simsek, Dawn Mancuso, Janel Carey, Michelle Cavanaugh, Pam Standish, Kristen Heyde, Melissa Hale-Spencer *(The Altamont Enterprise)*, Dorothea Pfleiderer

Call to Order:
7:32 p.m.

Mr. Gibson called the meeting to order at 7:32 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.

Presentation:
High School Generator Grant

Item 2.1: Proposal re: High School Generator Grant Application, *Charles Voss*
Charles Voss from CT Male Associates discussed the application process for a Shared Municipal Services Grant, which would provide a generator for use during emergency situations. Municipal agreement between the Town of New Scotland, Village of Voorheesville, and Voorheesville School District is a requirement for this grant. The Board asked Mr. Voss to provide more details regarding cost to the district, location (high school vs. elementary school), and sovereignty issues (who is in charge in the event of a natural disaster?).

Presentation:
American Field Services Intercultural Exchange

Item 2.2: American Field Services Intercultural Exchange, *Happy Scherer*
Ms. Scherer of the American Field Services Intercultural Exchange discussed the Youth Exchange and Study (YES) program and introduced Ninuk Sumiarih, a student from Indonesia who is attending VCSD during the 2007-2008 school year. Ms. Sumiarih provided background about her country, described her course of study at Voorheesville, and compared education in the United States and Indonesia.

2008-2009 Budget Presentation:

BOCES Services

Item 2.3: 2008-2009 Budget Presentation re: BOCES Services
Mrs. Winchell delivered the presentation on the BOCES portion of the budget. She discussed the benefits of the District's membership in BOCES, primarily, savings from sharing resources with other districts and the state aid we receive from participating in these programs. The district is expecting a $235,965 loss in BOCES aid; however, more information will be available by the end of March. Mrs. Winchell reviewed the services provided by BOCES for the 2007-2008 school year, and the proposed changes for 2008-2009. The increase for BOCES services in 2008-09 will be 137,009 – for a total BOCES budget of $1,486.470.

Approval of Minutes:
01/14/08;
01/28/08
02/04/08

Item 3: Approval of Minutes
A motion was made by Mr. McKenna and seconded by Mr. Coffin to approve the minutes of the regular meeting of January 14, 2008, and the special budget meetings of January 28, 2008 and February 4, 2008. Mr. Gibson noted an inaccuracy in the January 14 minutes. The correction was duly noted and all minutes were unanimously approved.

Additional items from Superintendent

Item 4.1: Additional Items from the Superintendent
Mr. Gibson asked if there were any additional items from the Superintendent. Mrs. Langevin noted the following:

Item 5.2 Addition: Retirement of Karen Beck
Item 5.6 Deletion: Modified track coach appointment
Item 5.13 Additional out-of-town student field trip requests
Item 5.15 Addition: High School Guidance Counselor appointment
Item 5.16 Addition: Substitute appointment for the Elementary School
Item 7.8 Addition: First reading – Policy 0115, Harassment, Hazing, or Bullying
Item 8.3 Addition: Acceptance of donations
Item 8.4 Addition: Budget amendments for the donations

Opportunity for Students to be Heard

Item 4.2: Opportunity for Students to Address the Board
Ilyssa Simsek, an 8th grade student, told the Board that she has submitted an application to attend Tech Valley High School next year. She is interested in project based learning and the art and technology program offered at TVHS. Ms. Simsek asked the Board to consider continued funding for students to attend Tech Valley High School as they discuss the 2008-09 budget.

Opportunity for Public to be Heard:

Item 4.3: Opportunity for the Public to be Heard
Items/Concerns discussed:

- Will tuition for Tech Valley High School remain the same? Mrs. Winchell responded that tuition will remain at $18,000 a year; however, the district might not receive as much in state aid (50% last year).
- A generator proposal was brought before the Board several years ago, but it was not approved because of the sovereignty issue and costs that would be incurred by the district.

ACCEPTED

On a motion by Mr. Kroencke, seconded by Mr. McKenna and carried unanimously, action items 5.1.1 and 5.1.2 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 #12	$	1,158,868.53
General Fund Warrant #13	$	515,850.42
Trust & Agency Fund Warrant #6	$	1,165,258.84
School Lunch Fund Warrant #6	$	31,714.39
Federal Aid Fund Warrant #6	$	22,446.52
Capital Fund Warrant #6	$	114,076.47

Payrolls

Payrolls:		
Payroll #15	$	451,603.67
Payroll #16	$	421,789.14
Payroll #17	$	423,893.91

On a motion by Mr. McKenna, seconded by Mr. Kroencke and carried unanimously, the following item was approved:

Resignations:

Item 5.2: Resignations
Accepted the following resignations:

C. Relyea

Carol Relyea, Elementary School Teacher Aide *(22 years of service)*
Effective: June 30, 2008
Reason: Retirement

J. Donohue

JoAnn Donohue, Attendance Clerk *(28 years of service)*
Effective: September 12, 2008
Reason: Retirement

K. Beck

Karen Beck, Elementary School Teacher *(30 years of service)*
Effective: July 1, 2008
Retirement: Retirement

Item 5.3: Reduction in Hours – Marie Triller
This item was postponed for discussion in Executive Session.

APPROVED

On a motion by Mr. Kroencke, seconded Mr. McKenna and carried unanimously, the following items were approved:

Substitute Teacher Appt.:

E. Ferenczy

Item 5.4: Substitute Teacher Appointment
Approved the appointment of Elizabeth Ferenczy as a substitute teacher for the Middle/High School.
Effective: February 12, 2008
Salary: $75.00 per day

Substitute Teacher Aide:
(Emergency Conditional)

C. Koenitzer

Item 5.5: Substitute Teacher Aide Appointment (Emergency Conditional)
Approved the appointment of Cheryl Koenitzer as substitute teacher aide in the elementary school on an emergency conditional basis pending fingerprint clearance through OSPRA.
Effective: February 12, 2008
Salary: $7.50 per hour

Item 5.6: Coaching Appointment: 2007-2008
Approved the following coaching appointment for the 2007-2008 school year:

Coaching Appointment

Joy Meyer Varsity Track Assistant Year 1 @ Step 1 - $1,713

Item 5.7: Learn-to-Swim
Approved the appointment of Michael Schaffer as an instructor for the Learn-to-Swim program.
Effective: February 12, 2008
Salary: $12.00 per hour

Learn-to-Swim Appointment:

M. Schaffer

Item 5.8: Adult Education Director
Approved the appointment of Mary Flansburg as Adult Education Director effective July 1, 2008, at an annual salary of $6,000 per year as presented in the enclosure folder.

Adult Ed. Appointment:

M. Flansburg

Item 5.9: CSE Recommendations
Approved the recommendations by the *Committee on Special Education* as outlined at meetings held on December 12, 2007, January 7, 2008, January 10, 2008, January 17, 2008, January 24, 2008, and February 1, 2008.

CSE Recommendations

Item 5.10: Substitute Teacher Appointments: 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 5.11: Non-Resident Student Admission Requests
Approved the following requests for admission of non-resident students for the 2008-2009 school year:

Non-Resident Student Admission Requests

Conor Cashin, Grade 11
Requestor: Christine Cashin

Sawyer Cresap, Grade 9
Requestor: Robin Jacob

Garrett Wineinger, Grade 11
Shawn Goyer, Grade 7
Requestor: Michael Goyer

Colin Kelly, Grade 10
Cara Kelly, Grade 9
Erin Kelly, Grade 7
Requestor: Mary E. Kelly

Meaghan Conley, Grade 5
Amanda Conley, Grade 2
Kevin Conley, Grade 2
Timothy Conley, Kindergarten
Requestor: Christine Conley

Brianna Nicole Lee, Grade 9
Requestor: Deborah Lee

Noah Justin Robinson, Grade 4
Requestor: Lori Farrell

Austin Zielinski, Grade 6
Requestor: Judith Zielinski

Camryn Kelley, Grade 5
Alicia Kelley, Grade 2
Jayden Kelley, Grade 2
Requestor: Timothy Kelley

Nazely Kurkjian, Grade 12
Armine Kurkjian, Grade 9
Requestor: Thomas Kurkjian

Item 5.12: Tax Warrant Adjustment
Approved the following tax warrant adjustment to amend the tax warrant in the amount of $15,003,454.37 to $15,003,275.36 (a decrease of $179.01).

Tax Warrant Adjustments

1. Clerical error by Town of New Scotland Assessor for tax billing year 2007-2008

   a. Julie Mazzaferro
      Reduction in assessed value from $283,000 to $273,000

Reduction in school taxes	$	168.52		
Reduction in library taxes	$	10.49		
			TOTAL	$179.02 *(reduces warrant)*
Refund of penalty overpayment	$	3.58		
Total refund to taxpayer	$	182.59		

Item 5.12: Out-of-Town Student Field Trip Requests
Approved the following out-of-town student field trip requests:

Out-of-Town Student Field Trip Requests

Grade 6 Class Trip
Destination: American Museum of Natural History, New York City
Date: Friday, May 30, 2008
Cost: $45.00 per student
Requestor: John Curran

Out-of-Town Student Field Trip Requests

Speech and Debate Club Trip *(Harvard University Invitation Speech & Debate Tournament)*
Destination: Harvard University, Massachusetts
Date: Friday, February 15 – Monday, February 18, 2008
Cost: Transportation only. Students will be lodging with relatives
Requestor: April Levy

International Club – Spain Exchange Program
Destination: Boston, Massachusetts
Date: Saturday, March 22, 2008
Cost: $45.00 per student
Requestor: Robert Streifer

International Club – Spain Exchange Program
Destination: New York City
Date: Monday, March 31, 2008
Cost: $45.00 per student
Requestor: Robert Streifer

Music Department Field Trip *(Sponsored by Friends of Music)*
Destination: New York City
Date: Sunday, April 27, 2008
Cost: $90.00 per student *(includes ticket and transportation costs)*
Requestor: Christopher Jantson, Mary Abba

Bid Withdrawals / Re-Awards:

Printing (Newsletters)

Item 5.14: Bid Withdrawals / Re-Awards
Amended the December 10, 2007 award for the printing of newsletters to reflect the withdrawal of bids by Empire Printing and Courier Printing, and approved the printing bid awards as follows:

Eight-page newsletter	REM Printing
Twelve-page newsletter	REM Printing

On a motion by Mr. Kroencke, seconded by Mr. McKenna and carried unanimously, the following items were approved:

High School Counselor:

K. Heyde

Item 5.15: High School Counselor
Approved the appointment of Kristen L. Heyde as High School Guidance Counselor effective March 3, 2008.

Probationary term:	Three years	
Salary:	Step 1 (MA) of VTA Contract	$40,050
	Additional Credits	1,200
	Second Masters	650
	Stipend (Guidance Counselor)	3,000
		$44,900

Substitute Teacher:

M. Croyle

Item 5.16: Substitute Teacher
Approved the appointment of Michael Croyle as a substitute teacher for the elementary school.
Effective: February 12, 2008
Salary: $75.00 per day

ADMINISTRATIVE REPORTS

ADMINISTRATIVE REPORTS

K. Lein

Item 6.1: Elementary School Report, *Kenneth Lein*

- Fourth grader, Aniela Wilcenski tied with a sixth grade student for second place in the spelling bee on February 5.
- For the first half of the school year, 120 elementary students had perfect attendance.
- Discussed the benchmark assessment initiative being funded by the Voorheesville Community & School Foundation. These assessments will provide the data needed to respond to each student's individual needs.

T. Kennedy

Item 6.2: Middle Level Report, *Theresa Kennedy*

- A second teen night, scheduled for Friday, February 8, was canceled due to a lack of parent chaperones. Ms. Kennedy discussed ideas for encouraging parent participation.
- Forty-six students were involved in the spelling bee on February 5. Seventh grader, Donald Rivenburg won by correctly spelling the word "grandiose".
- Ms. Kennedy is hoping to expand the middle school lunch period from 20 to 30 minutes.

Item 6.3: High School Report, *Mark Diefendorf*

M. Diefendorf

- Congratulated the Model UN participants for their efforts at Yale University. Teresa Sapienza received an Honorable Mention for participating in the Press Corps committee, and Nazely Kurkjian received an Outstanding Delegate award as Mao Zedong in the 1967 British-China Crisis Committee.
- A successful Snow Ball was held on Saturday, February 9.
- Shakespeare and Company performed for students in grades 9-12 on Friday, February 8.

Item 6.4: Assistant to the Superintendent for Business Report, *Sarita Winchell*

S. Winchell

- The Safety Committee will be submitting the Utica National Safety Survey in the hopes of receiving the highest safety award this year. The award would bring an extra $500 to the district.
- The update of GASB 45 data is almost complete and ready to be sent to Milliman for the actuarial assessment on retiree health insurance benefits. Mrs. Winchell gave special recognition to Robin Burch in the District Office for her fine work in completing this project.

Item 6.5: Operations, Maintenance, and Transportation Report, *Michael Goyer*

M. Goyer

- Discussed the Facility Report Cards which are required to be presented to the public on an annual basis. This information demonstrates that the district is prioritizing facility needs to improve the learning environment and protect the health and safety of district students and staff.
- The annual fire inspections have been completed for the six district buildings, and we are in compliance with NYS regulations.
- Discussed the *Out of Sight / Out of Mind* program that was presented to the transportation staff on January 31. The program deals with the danger of leaving children on school buses for extended periods and ways to avoid this occurrence.

Item 6.6: Superintendent's Report, *Linda M. Langevin*

L. Langevin

- The Curriculum Mapping workshop has been very informative and the six-person team will attend a final workshop on April 22.
- Charles Voss will present two reports to the Board on March 24: (1) growth projections for the district, and (2) projected student enrollments.

BOARD OF EDUCATION COMMITTEE REPORTS

BOE COMMITTEE REPORTS

Item 7.1: Building Project & Facilities Committee, *C. J. Coffin, G. Hubert*

Building Project & Facilities

Mr. Gibson requested that the Facilities Committee work with Mr. Voss to learn more about the generator grant and make a recommendation to the full Board.

Item 7.1.1: High School Punch List

The punch list items are still in progress and should be completed by March or April.

Item 7.2: Curriculum Committee, *D. Gibson, K. Kroencke, P. Pierce*

Curriculum Committee (No report)

The committee had nothing to report at this time.

Item 7.3: Planning & Governance Committee, *C. J. Coffin, D. Gibson, T. McKenna*

Planning & Governance

The committee met on February 7 to review an extensive packet of special education policies as required by law. It will take several months to complete the review of these policies in addition to other policies on the agenda.

Item 7.4: Audit Committee, *D. Gibson, G, Hubert, T. Blow*

Audit Committee

The committee met prior to the meeting to review warrants and to hear a report on the district's capital assets from the internal auditor. Mr. Binzer reported that the controls in place for the protection of capital assets are satisfactory.

Item 7.5: Negotiations Committee, *C. J. Coffin, K. Kroencke, T. Blow*

Negotiations Committee

Both negotiating teams are working toward closure. The Board will meet in Executive Session to discuss contract proposals.

Item 7.6: Evaluation Committee, *D. Gibson, K. Kroencke*

Evaluation Committee

The committee will meet in March to continue the review and development of the evaluation instruments for teachers and special service providers.

APPROVED:

Item 7.7: Policy 9646 – Disclosure of Wrongful Conduct, *Second Reading*

Second Reading:
Policy 9646

After discussion, a motion was made by Ms. Pierce and seconded by Mr. Coffin to approve the second reading of Policy 9646, Disclosure of Wrongful Conduct. The policy was approved by a 6-1 vote with Mr. Blow voting no.

First Reading:
Policy 0115

Item 7.8: Policy 0115 – Harassment, Hazing, or Bullying, *First Reading*

On a motion by Mr. Coffin, seconded by Mr. McKenna and carried unanimously, the Board approved the first reading of Policy 0115, Harassment, Hazing, or Bullying. The policy will be placed on the district website for community review and comment.

Authorization to Make Investments

Item 8.1: Authorization to Make Investments *(Changes noted in boldface)*
On a motion by Mr. Blow, seconded by Mr. McKenna and carried unanimously, the Board approved a change to the Organizational Meeting (1.7.3) under Designation of Banks as follows: Authorization to make investments: Certificates of Deposit **and/or Money Market Accounts** (Key Bank, N.A., M & T Bank, NBT Bank N.A., Pioneer Commercial Bank, First Niagara Commercial Bank, HSBC Bank, USA, TD BANKNORTH, N.A.): MBIA-CLASS, or instruments of the U.S. Treasury: Kathleen Parsons after consultation with the Superintendent.

Resolution in Recognition of Service:

M.L. Williams

Item 8.2: Resolution in Recognition of Service
On a motion by Mr. Coffin, seconded by Mr. Kroencke and carried unanimously, the Board adopted the Resolution in Recognition of Service of Mary Lynn Williams.

On a motion by Mr. Kroencke, seconded by Mr. Blow and carried unanimously, the following items were approved:

Acceptance of Donations

Item 8.3: Acceptance of Donations
Gratefully accepted a donation in the amount of $3,000.00 from the Voorheesville Parent and Teacher Association for the Humanities Programs.

Gratefully accepted donations in the amount of $441.50 from General Mills Box Tops for Education and in the amount of $34.02 from Verizon Extra Credit for Schools for the purpose of purchasing teaching supplies for the Elementary School.

Budget Amendments

Item 8.4: Budget Amendments – Gift Donations
Amended the 2007-2008 budget to allow for the expenditure of the following gift donations to the District in the amount of $3,475.52, and to increase the revenue code A2705 to reflect the receipt of these funds. Budget codes to be amended are:

Voorheesville PTA Gift of $3,000.00

Humanities E.S.	$ 2,250.00	Code: A2110.416.01.19
Humanities H.S.	$ 750.00	Code: A2110.416.02.19

General Mills and Verizon Gifts of $475.52

Teaching Supplies	$ 475.52	Code: A2110.510.01.99

Term of Office – BOE Trustees:

Item 9.1: Term of Office – Board of Education Trustees, *Discussion*
Discussion was held regarding the term of office for Board Trustees. The Board was in agreement that a three-year term is too short; however a four-year term might be a practical alternative. The community would need to vote on changing the term of office as a separate proposition in May.

Resolution: *Proposition to change BOE term of office*

Mr. Blow made a motion, seconded by Mr. McKenna to approve the school attorney working with the Board of Education to prepare the proposition that would change the term of office for Board of Education members from five years to four years. The motion was approved by a 5-2 vote. Mr. Hubert and Mr. Kroencke are not in favor of changing the term of office and voted no.

For the Good of The Order

Item 10: For the Good of the Order

- Middle Level News Notes
- Budget Status Reports: 7/1/07 – 12/31/07

Executive Session *10:08 p.m.*

Item 11: Anticipated Executive Session
On a motion by Ms. Pierce, seconded by Mr. Coffin and carried unanimously, the Board moved into Executive Session at 10:08 p.m. for the purpose of discussing negotiated agreements. Ms. Pierce left Executive Session at 11:00 p.m.

Return to Regular Session: *11:17 p.m.*

Item 12: Return to Regular Session
The Board returned to Regular Session at 11:17 p.m. It was noted that Ms. Pierce was absent.

APPROVED:

Reduction in Hours: *M. Triller*

Item 5.3: Reduction in Hours – Marie Triller
On a motion by Mr. McKenna, seconded by Mr. Hubert and carried unanimously, the Board approved the request of Marie Triller for a reduction in her hours as an art teacher from 1.0 FTE to .6 FTE effective September 1, 2008.

Adjournment: 11:20 p.m.

Item 12: Adjournment
On a motion by Mr. McKenna, seconded by Mr. Kroencke and carried unanimously, the meeting was adjourned at 11:20 p.m.

_____
President

_____
Clerk, Board of Education