

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

**Regular Board of Education Meeting**  
**May 12, 2008**

**David M. Gibson, President**  
**High School Cafeteria**

**Page 1**

**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:**

Kathy Fiero, Teri Altenhofen, Tony Thanopoulos, Donna Fitzgerald, Chris Allard, Valerie Glover, Taryn Smith, Darshan Little, Richard Brackett, Kate Prendergast, Kate Bollentin, Cheryl Hammer, Robert Hammer, Laurie V. Lysenko, Pam Standish, Heather Fiato, Dave Adkins, Mike Bates, Eileen Bates, Martha Mackey, Janet Carey, Alice Mensching, Tom Mensching, Abby Gentner, Alyssa Cave, Kristen Lysenko, Steve Relyea, Kyle Turski, Kristen D. Wells, Molly Spooner, Dave Lewis (*The Altamont Enterprise*), Dorothea Pfleiderer

Mr. Gibson 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. McKenna. Mr. McKenna arrived at 8:15 p.m.

**Call to Order:**

7:35 p.m.

As the first order of business, Mr. Gibson offered the students an opportunity to address the Board (agenda item 4.2). The senior class presented the Board with a petition asking that the graduation ceremony continue to be held outdoors under the tent. Seventy-four students had signed the petition. Discussion was held on tradition vs. safety in the event of a storm.

**Opportunity for Students to be Heard**

**PRESENTATIONS**

**Item 2.1: Report on Window Lintels / Stone Repair, Michael Fanning**

Michael Fanning from Dodge Chamberlin Luzine & Weber, Architects, discussed the issue of exterior repair to the elementary school masonry and window lintels. The engineers from Ryan-Biggs recommend replacing the lintels on the upper windows and repairing the lower floors. Repair of the masonry was also discussed. In addition, there is an issue with the lift in Bay #2 of the bus garage. Mr. Fanning estimates that this work would cost \$57,000 - \$65,500, and he thought it could be accomplished with a change order to the existing construction contract. Mr. Coffin recommended moving ahead with the repairs; the District has the money to pay for the work because the bids came in low on the capital project. A decision can be made once Mr. Fanning receives feedback from SED.

*Elementary School Window Lintels / Stone Repair*

**Item 2.2: Discussion: Superintendent Search Process, Dr. G. Carozza, Charles Dedrick (BOCES)**

Dr. Carozza is the interim BOCES District Superintendent and Charles Dedrick will become the new Superintendent on June 9. Dr. Carozza discussed the process for finding a new Superintendent upon Mrs. Langevin's retirement. Typically, it takes between six and nine months to do a search. He described how BOCES would help to conduct the search if the District decides to engage their services. Other search options would be to hire an outside consultant or do the search in-house.

*Superintendent Search Process*

**Item 2.3: 2008-2009 School District Budget Hearing**

Mrs. Langevin reviewed the proposed 2008-2009 school budget and discussed the three budget components: Administrative, Capital, and Program Budgets. She discussed the three propositions that would be presented to the voters on May 20, in addition to the budget: purchase of buses; reduction in length of term for Board members; and the transfer of \$95,000 to the school lunch fund. The total proposed budget is \$21,662,438, an increase of \$589,337.

*2008-2009 School District Budget Hearing*

**Item 3: Approval of Minutes**

On a motion by Mr. Kroencke, seconded by Mr. Coffin and carried unanimously, the Board approved the minutes of the regular meeting of April 7, 2008, the special meeting of April 21, 2008, the special meeting of April 22, 2008, and the special meeting of April 23, 2008.

**Approval of Minutes:**

04/07/08  
04/21/08  
04/22/08  
04/23/08

**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 additions:

**Additional items from Superintendent**

- Item 5.8: Addition: Out-of-Town Student Field Trip
- Item 5.12: Revision: Personnel for School / Library Budget Vote
- Item 5.17: Addition: Leave Request
- Item 8.2: Correction: Resolution in Recognition of Service
- Item 8.3: Addition: Gift Donation
- Item 8.4: Addition: Budget Amendment
- FYI Item: Summary Report of Social Worker Activities to Date

**Item 4.2: Opportunity for Students to Address the Board**

This item was addressed on page 1, paragraph 2.

**Item 4.3: Opportunity for the Public to be Heard**

Items/Concerns discussed:

- Parents requested that the Board agree to hold the graduation ceremony for the Class of 2008 under the tent. On a motion by Mr. Blow, seconded by Mr. Kroencke and carried unanimously, the Board agreed that the ceremony should be held outdoors with the understanding that if safety issues arise due to inclement weather, the graduation would be moved into the Performing Arts Center.
- Concern for the discrepancy in the number of coaches for the track team as compared with other sports teams and lack of proper uniforms for the track team, specifically warm-ups. The Board asked for a report on the number of coaches for each team and the number of students participating in the sport.

On a motion by Mr. Kroencke, seconded by Mr. Coffin and carried unanimously, the Board approved items 5.1 – 5.16. Item 5.17 was postponed for discussion in Executive Session.

**ACCEPTED**

*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:**

<i>Warrants</i>	<u>Warrants:</u>		
	General Fund Warrant #18	\$	1,590,211.70
	Trust & Agency Fund Warrant #9	\$	1,268,477.80
	School Lunch Fund Warrant #9	\$	33,106.96
	Federal Aid Fund Warrant #9	\$	92,942.62
	Capital Fund Warrant #9	\$	161,617.54
<i>Payrolls</i>	<u>Payrolls:</u>		
	Payroll #22	\$	434,773.76
	Payroll #23	\$	426,372.64

**APPROVED:****Resignation:**

*L. Cosamano*

**Item 5.2: Resignation**

Accepted the following resignation:

Lauren Cosamano, Teaching Assistant

Effective: April 25, 2008

Reason: Personal

**Extracurricular  
Appointments****Item 5.3: Extracurricular Appointments: 2007-2008**

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

<u>Thomas Gladd</u>	History Club Co-Advisor	Year 1 @ ½ Step 3 -	\$427.00
<u>Jeanne Young</u>	History Club Co-Advisor	Year 1 @ ½ Step 1 -	\$297.50

**Termination of  
Employment:**

*M. Sloman*

**Item 5.4: Termination of Employee for Failure to Maintain Certification**

Terminated the employment of Michael Sloman as a special education teaching assistant for failure to have the required certification effective May 12, 2008.

**Learn-to-Swim  
Appts:**

*J. Cunningham  
K. Saba*

**Item 5.5: Learn-to-Swim Appointments**

Approved the following appointments for the Learn-to-Swim Program effective May 13, 2008:

<u>Jacqueline Cunningham</u>	Instructor	\$12.00 per hour
<u>Kelsey Saba</u>	Instructor	\$12.00 per hour

**BOCES Substitute  
Registry Appts****Item 5.6: 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.

**CSE****Recommendations****Item 5.7: CSE Recommendation**

Approved the recommendation by the *Committee on Special Education* as outlined at the meeting of March 26, 2008, April 3, 2008, April 7, 2008, April 8, 2008, April 9, 2008, April 23, 2008, and April 25, 2008.

The Board designates Superintendent, Linda M. Langevin as signatory for health service contracts related to special education students' IEPs.

**Out-of-Town  
Student Field Trip  
Requests****Item 5.8: Out-of-Town Student Field Trip Requests**

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

Spanish Exchange Field Trip

Destination: Valladolid, Spain  
Date: Wednesday, November 5 – Sunday, November 16, 2008  
Cost: \$1,500 per student  
Requestor: Robert Streifer

Out-of-Town  
Student Field Trip  
Requests

Grade 5 Class Trip

Destination: Lake George, New York  
Date: Thursday, May 29, 2008  
Cost: \$16.00 per student  
Requestor: Kenneth Lein

Senior Class Trip

Destination: New Jersey Shore  
Date: Friday, June 13, 2008  
Cost: \$25.00 per student  
Requestor: Mark Diefendorf

**Item 5.9: Out-of-Town Conference**

Approved a trip for Michael Goyer and Kenneth Lee on May 13-14, 2008, to the Girardin Bus Plant in Drummondville, Quebec. Estimated cost per person including meals and lodging is \$200.

Out-of-Town  
Conference Request

**Item 5.10: External School Auditors**

Appointed the auditing firm Dorfman-Robbie, to conduct the independent audit of the school district for the year ending June 30, 2008, at a cost of \$13,100.00. The Board authorizes David Gibson to sign the engagement letter.

External School  
Auditors:  
Dorfman, Robbie

**Item 5.11: Voting Machine Preparation**

Approved Paul Barrowman to prepare three voting machines for the School Budget Vote / Election and the Public Library Budget Vote / Election on being held on Tuesday, May 20, 2008, for a fee of \$35.00 per machine.

Voting Machine  
Preparation

*P. Barrowman*

**Item 5.12: Resolution to Appoint Personnel for the School / Library Budget Vote and Election**

Approved the resolution appointing personnel for the School / Library Budget Vote and Election to be held on Tuesday, May 2008, as outlined in the enclosure folder.

Personnel for  
Budget Vote &  
Election

**Item 5.13: Requests for Non-Public School Transportation**

Approved requests for non-public school transportation for sixty-six (66) students to private schools for the 2008-2009 school year as submitted in the enclosure folder.

Requests for Non-  
Public School  
Transportation

**Item 5.14: Summer 2008 Driver Education Appointment**

Approved the appointment of Jeffrey Young as instructor for the summer 2008 driver education program effective June 30 through August 8, 2008.  
Salary: \$12,240.00 (36 students @ \$340.00 per student)

Summer 2008  
Driver Ed. Appt:

*J. Young*

**Item 5.15: Music Accompanist Rates**

Approved the following music accompanist rates effective May 13, 2008:  
\$30.00 per Rehearsal  
\$40.00 per Assembly / Evening Concert Performance

Music Accompanist  
Rates

**Item 5.16: Declaration of Surplus / Obsolete Items (Textbooks)**

Declared the items on the inventory list provided in the enclosure folder surplus / obsolete and delegated to the Business Official disposition of said items in a manner consistent with current laws and regulations.

Declaration of  
Surplus/Obsolete  
Items

**Item 5.17: Leave Request**

Postponed the leave request of Molly Spooner for discussion in Executive Session.

Leave Request  
Postponed until  
Executive Session

**ADMINISTRATIVE REPORTS**

ADMINISTRATIVE  
REPORTS

**Item 6.1: Elementary School Report, *Kenneth Lein***

- The fifth grade Drama Club presentation of Aladdin was remarkable.
- Grades K-5 will have an opportunity to participate in an art show celebrating community and creativity. Students may submit art work celebrating the local community. The art will be displayed at the public library on May 20.

*K. Lein*

**Item 6.2: Middle Level Report, *Theresa Kennedy***

- The 6<sup>th</sup> grade band won the gold award in the NYSSMA competition.
- Accompanied middle level students to Corning on the Y.O.R.K.E.R.S. field trip. The students did very well and won many awards.

*T. Kennedy*

**Item 6.3: High School Report, Mark Diefendorf**

M. Diefendorf

- Called attention to the May 6 press release naming the 2008 Valedictorian (Clara Fried) and Salutatorian (Kevin Klembczyk).
- Progress reports will go out on Thursday, May 15.
- Administration of AP exams will be finished this week.

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

S. Winchell

- State Aid audits are five years behind but are near completion. Mrs. Winchell explained the audit process. Voorheesville will receive a small adjustment from New York State.
- We are in the process of screening and interviewing candidates for the payroll clerk position and hope to have a recommendation in the near future.

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

M. Goyer

- Preparations are being made to begin the final phase of the capital project, which will be carried out during the summer.
- The new Elementary fire alarm system is being tested.
- Installation of the flashing beacon in front of the middle/high school is expected in the beginning of June.

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

L. Langevin

- Food allergy concerns will be addressed by the Wellness Committee on June 2. They hope to bring a recommendation to the Board at the June 9 meeting. The NYS Department of Health will forward directives to school districts.

**BOARD OF EDUCATION COMMITTEE REPORTS**

**BOE COMMITTEE REPORTS**

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

Building Project & Facilities

The committee had nothing to add to the earlier discussion on window lintels and masonry.

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

Curriculum

The committee met on April 22 to discuss the International Baccalaureate Program and Value Added Assessment. They will continue to review the International Baccalaureate Program at the elementary and middle school levels.

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

Planning & Governance

The committee met with the Administrative Cabinet on April 23 for a follow-up discussion on budget concerns, advisory groups, and probationary teacher evaluation summaries. In addition, one new policy is presented for a first reading under Item 7.7.1 and four policies for a second reading under Item 7.7.2.

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

Audit

No report.

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

Negotiations

The Administrators and the Board are getting closer to a settlement. The UEV is close and both sides hope to have the contract settled very soon.

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

Evaluation

A sample teacher evaluation is being tested on tenured teachers and the committee will hear feedback on May 19.

**APPROVED**

**BOE Policies:**

**Item 7.7.1: BOE Policy – First Readings**

On a motion by Mr. Coffin, seconded by Mr. McKenna and carried unanimously, the Board approved the first reading of the following policy:

First Reading

Policy 4321.5 Confidentiality and Access to Individualized Education Programs, Individualized Education Service Programs and Service Plans

**Item 7.7.2: BOE Policies – Second Reading**

Second Reading

On a motion by Mr. Blow, seconded by Mr. Kroencke and carried unanimously, the Board approved the second reading of the following policies:

Policy 4321: Programs for Students with Disabilities under the IDEA and New York's Education Law Article 89

Policy 4321.1: Provision of Special Education Services in the Least Restrictive Environment

Policy 4321.3: Allocation of Space for Special Education Programs

Policy 6131: Online Banking Services

**Item 8.1.1 Tenure Recommendation for Molly Spooner**

This item was postponed until Executive Session for discussion.

Tenure  
Recommendation  
for M. Spooner  
postponed until  
Executive Session

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

**Item 8.1.2 Recommended Action on the following resolution:**

**RESOLVED**, that upon the recommendation of Superintendent of Schools, Linda M. Langevin, subject to New York State Education Law §3013, the following person is appointed to tenure effective September 1, 2008, in the stated tenure area:

*Kyle Turski  
Technology*

APPROVED  
Tenure  
Recommendations

*K. Turski*

**Item 8.1.3 Recommended Action on the following resolution:**

**RESOLVED**, that upon the recommendation of Superintendent of Schools, Linda M. Langevin, subject to New York State Education Law §3013, the following person is appointed to tenure effective September 1, 2008, in the stated tenure area:

*Kristen Defontes-Wells  
Art*

*K. Defontes-Wells*

**Item 8.2: Resolutions in Recognition of Service**

On a motion by Mr. Kroencke, seconded by Mr. Blow and carried unanimously, the Board adopted the Resolutions in Recognition of Service of Karen Beck, JoAnn Donohue, Carol A. Kadamus, James J. McAssey, Kathleen Parsons, and Carol C. Relyea.

Resolutions in  
Recognition of  
Service

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

**Item 8.3: Gift Donations**

Gratefully accepted the following grants:

New York State Alliance for Arts Education	\$ 2,000.00
ExxonMobil Educational Alliance Program	\$ 500.00
Voorheesville Community & School Foundation	\$ 240.00

Gift Donations

**Item 8.4: Budget Amendments**

Amended the 2007-2008 budget to allow for the expenditure of the following gift donations to the District in the amount of \$2,740.00 and to increase the revenue code A2705 to reflect the receipt of these funds. Budget codes to be amended are:

New York State Alliance for Arts Education Code: A21104160219	\$2,000.00
ExxonMobile Educational Alliance Program Code: A2110.501.01.99	\$ 500.00
Voorheesville Community & School Foundation Code: A1010501	\$ 240.00

Budget Amendments

**Item 8.5: Transfer of Funds**

Approved the transfer of \$171.82 from the Douglas Condon Memorial and \$7.86 from the Matt Farrell Memorial to be distributed as follows:

Linda Wolkenbreit Memorial	\$ 60.00
Chuck Farley Memorial	\$ 119.68

Transfer of Funds

**Item 8.6: Mutual Aid Agreements between Voorheesville Central School District and Guilderland Central School District re: Use of Facilities**

Approved the agreement to permit Guilderland CSD to use Voorheesville CSD facilities as a shelter for students and staff in the event of an internal or external emergency requiring evacuation. The full agreement is presented in the enclosure folder.

Mutual Aid  
Agreements for Use  
of Facilities

Approved the agreement to permit Voorheesville CSD to use Guilderland CSD facilities as a shelter for students and staff in the event of an internal or external emergency requiring evacuation. The full agreement is presented in the enclosure folder.

**Item 9.1: Location of Graduation Ceremony**

This item was discussed earlier and graduation under the tent was approved.

Discussion & Approval:

*Date for July Organizational Meeting*

**Item 9.2: Discussion: Date for July Organizational Meeting**

The Board discussed holding the July Organizational meeting on Tuesday, July 1 at 7:30 a.m. The District Treasurer is the signatory for most financial transactions, and the new Treasurer will need to be formally appointed to prevent a lapse in the conduct of banking and fiscal transactions.

On a motion by Mr. Blow, seconded by Mr. Coffin and carried unanimously, the Board approved the date of Tuesday, July 1, 7:30 a.m. for the July Organizational meeting. The Board further directed that the agenda would include only necessary items. All other items will be presented at the regular July meeting anticipated to be held on July 14, 2008.

Opportunity for Board to be Heard

**Item 9.3: Opportunity for the Board to be Heard**

Mr. Gibson asked for the Board members' input on how to proceed with the superintendent search. Mr. McKenna and Mr. Coffin stated that Capital Region BOCES did an excellent job conducting the search in 2005.

**APPROVED**  
*Search Consultant for Supt. Search Capital Region BOCES*

A motion was made by Mr. Blow, seconded by Mr. McKenna and carried unanimously to appoint the BOCES Superintendent to be the Search Consultant for the position of Superintendent of Schools effective immediately through the appointment of a Superintendent of Schools.

Miscellaneous Items

**Item 10.1: Miscellaneous Items**

The following items were noted:

- Letter from parents re: Robert Baron
- Middle Level News Notes
- Budget Status Reports: 07/1/07 – 03/31/08
- Health Service Contracts:
 

South Colonie CSD	15	students @ \$559.11	\$8,386.65
Guilderland CSD	9	students @ \$548.70	\$4,938.30

Executive Session:  
*10:10 p.m.*

On a motion by Mr. McKenna, seconded by Mr. Hubert and carried unanimously, the Board entered into Executive Session at 10:10 p.m. for the purpose of discussing negotiated agreements and the employment history of a particular individual. Ms. Pierce was not present at Executive Session.

Regular Session:  
*10:32 p.m.*

Board President, David Gibson, brought the meeting back to Regular Session at 10:32 p.m.

**APPROVED**

Tenure:  
*M. Spooner*

On a motion by Mr. McKenna, seconded by Mr. Blow and passed by a 6-0 vote, the following tenure appointment was approved: (Agenda Item 8.1.1)

**RESOLVED**, that upon the recommendation of Superintendent of Schools, Linda M. Langevin, subject to New York State Education Law §3013, the following person is appointed to tenure effective September 1, 2008, in the stated tenure area:

*Molly Spooner  
Music*

One-Year Leave of Absence:  
*M. Spooner*

On a motion by Mr. McKenna, seconded by Mr. Coffin and passed by a 6-0 vote, the Board approved a one-year leave of absence for Molly Spooner effective September 3, 2008 through August 31, 2009.

Executive Session:  
*10:34 p.m.*

On a motion by Mr. McKenna, seconded by Mr. Coffin and passed by a 6-0 vote, the re-entered Executive Session at 10:34 p.m. to consider negotiations and the employment history of a particular individual.

Regular Session:  
*11:55 p.m.*

The Board returned to Regular Session at 11:55 p.m.

**APPROVED**  
Amendment to Agreement with Asst. Supt. For Business:

*Sarita Winchell*

On a motion by Mr. Coffin, seconded by Mr. McKenna and passed by a 6-0 vote, the Board approved an amendment to the agreement between the Voorheesville Board of Education and the Assistant Superintendent for Business, effective July 1, 2008.

Adjournment:

*11:59 p.m.*

On a motion by Mr. Kroencke, seconded by Mr. Blow and passed by a 6-0 vote, the meeting was adjourned at 11:59 p.m.

\_\_\_\_\_  
*President*

\_\_\_\_\_  
*Clerk, Board of Education*