

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

Regular Board of Education Meeting
September 10, 2007

David M. Gibson, President
High School Cafeteria

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Board Members Present:

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

Board Members Absent:

None

ADMINISTRATION PRESENT:

Linda Langevin, Sarita Winchell, Michael Paolino, Theresa Kennedy, Ken Lein, Michael Goyer

OTHERS PRESENT:

Judy Douglas, Robert Denman, Steve Goss, Tav Daly, Kathy Martin, Mary Ann Jones, Sharon Cillis, Tom Krajewski, Mary Ann Prendergast, Katherine Sapienza, Kathy Fiero, Andrea Gleason, Erin Pritchard, Karen Finnessey, Tom Finnessey, Carleen Madden, Gary A. Glath, Michael Snyder, Pamela Standish, Chris Allard, Steve Relyea, Ann Biese, Dave Adkins, Donna McGinnis, Edward Hampston, Martha Mackey, Margaret Flanders, Richard Brackett, Christopher Madden, Bob Burns, Rachel Dutil (*The Altamont Enterprise*), Dorothea Pfleiderer

Mr. Gibson called the meeting to order at 7:33 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 Ms. Pierce. Ms. Pierce arrived at 7:36 p.m.

Call to Order:
 7:33 p.m.

Item 2: Approval of Minutes

A motion was made by Mr. Blow and seconded by Mr. Coffin to approve the minutes of the regular meeting of August 13, 2007. Mr. McKenna asked that the minutes be amended to reflect that he had abstained from the vote to approve the minutes of July 2, 2007. The Board unanimously approved the minutes of August 13, 2007, as amended.

Approval of Minutes:
 08/13/07

Item 3.1: Additional Items from the Superintendent

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

- Item 4.17 Addition: Long-term substitute music teacher appointment
- Item 4.18 Addition: Increase in teaching assistant hours
- Item 4.19 Addition: Extension in hours for Robert Hathaway
- Item 4.20 Addition: Extension of superintendent's contract

Additional items from Superintendent

Item 3.2: Opportunity for Students to Address the Board

There was no student response.

Item 3.3: Opportunity for the Public to be Heard

Mr. Gibson offered the public an opportunity to be heard.

Christopher Madden read a statement regarding the girls' varsity basketball coaching position. Parents of girls in grades eight through twelve who participate in the basketball program were given the opportunity to sign petitions in support of appointing Robert Baron to the position. Mr. Gibson said the Board would study the petitions and make every effort to appoint a qualified coach as soon as possible so the girls and their coach could begin the season.

Opportunity for Public to be Heard:

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

ACCEPTED

Item 4.1.1 Accepted the treasurer's reports as presented in the enclosure folder

Treasurer's Reports

Item 4.1.2 Accepted the following warrants and payrolls:

Warrants:

General Fund Warrant #1	\$ 178,359.83
General Fund Warrant #2	\$ 372,315.19
Trust & Agency Fund Warrant #1	\$ 481,553.23
School Lunch Fund Warrant #1	\$ 113.97
Federal Aid Fund Warrant #1	\$ 4,753.50
Capital Fund Warrant #1	71,458.95
T & E Fund Warrant #1	30.00

Warrants

<i>Payrolls</i>	<u>Payrolls:</u>	
	Payroll #3	\$ 100,145.20
	Payroll #4	109,470.19
	Payroll #5	85,951.72

Resignations: **Item 4.2: Resignations**
Accepted the following resignations:

A. Praga Anthony A. Praga, Custodial Worker (Middle School/High School)
Effective: August 30, 2007
Reason: Personal

M. Ruzza Michael Ruzza, Teaching Assistant (Elementary School)
Effective: August 24, 2007
Reason: Mr. Ruzza accepted a full-time teaching position

D. McCormick Dennis M. McCormick, Girls' Varsity Basketball Coach
Effective: August 17, 2007
Reason: Personal

H. Smith Haidee M. Smith, Custodial Worker (Middle School/High School)
Effective: August 23, 2007
Reason: Personal

J. Allard James Allard, Bus Driver
Effective: September 5, 2007
Reason: Personal

Probationary Appointment: **Item 4.3: Probationary Appointment – Teaching Assistant**
Approved the probationary appointment of Marilyn Noval as teaching assistant:
Effective: September 1, 2007
M. Noval Probationary Term: Three years
Salary: Step 9 of the UEV Contract - \$15.36 per hour

Senior Keyboard Specialist: **Item 4.4: Senior Keyboard Specialist – High School Main Office**
Approved the appointment of Michele Bintz as senior keyboard specialist in the high school main office. (*Ms. Bintz must take the Civil Service Senior Keyboard Specialist exam, scheduled to be held in November 2007, and must pass the exam with a qualifying score in order to retain the position.*)
M. Bintz Effective: September 24, 2007 (12-month position; 35 hours per week)
Salary: Step 1 of the UEV Contract - \$12.32 per hour

Custodial Appointments: **Item 4.5: Custodial Worker Appointments**
Approved the following appointments:
W. Smith William Smith, Custodial Worker (10-month position; 4 hours per day)
Effective: September 11, 2007
Salary: Step 5 of the UEV Contract - \$11.28 per hour

W. Rivers William Rivers, Custodial Worker (12-month position; 8 hours per day)
Effective: September 11, 2007
Salary: Step 5 of the UEV Contract - \$11.28 per hour

Temporary Teacher Aide: **Item 4.6: Temporary Teacher Aide**
Approved the appointment of Kimberly Becker as temporary teacher aide to provide support (one hour per day) for the additional second grade classroom.
K. Becker Effective: September 10, 2007 through June 26, 2008

Adult Ed. Secretary: **Item 4.7: Adult Education Secretary**
Approved the appointment of Mary Flansburg as Adult Education Program secretary for the 2007-2008 school year.
M. Flansburg Effective: September 11, 2007
Salary: \$14.50 per hour

Bus Driver Appointment: **Item 4.8: Bus Driver Appointment**
Approved the appointment of Ann Guyer as bus driver effective September 6, 2007.
A. Guyer Salary: Step 2 of the UEV Contract - \$12.78 per hour

Item 4.9: Substitute Appointments

Approved the following substitute appointments:

James Allard, Substitute Bus Driver

Effective: September 6, 2007

Salary: Step 1 of the UEV Contract - \$12.52 per hour

Michael Young, Substitute Custodial Worker

Effective: September 11, 2007

Salary: Step 1 of the UEV Contract - \$10.39 per hour

Item 4.10: Student Worker

Approved the appointment of Kelly Flansburg as temporary student worker.

Effective: September 5, 2007

Salary: \$7.50 per hour

Item 4.11: Substitute Teacher Appointments from BOCES Substitute Registry

Approved substitute teacher appointments for the 2007-2008 school year as presented by the Capital Region BOCES Substitute registry. See memo dated August 30, 2007 in the enclosure folder.

Item 4.12: Change in Hours – Bus Drivers

Approved the following change in hours for bus drivers and bus aides due to route assignments for 2007-2008:

Bus Drivers:

Marilyn Praga: From 4.25 hours to 4 hours per day

Anna Mohan: From 4.25 to 4.75 hours per day

David Burch: From 4.25 hour to 4.5 hours per day

Richard Silberman: From 4 to 4.75 hours per day

Christine Allard: From 7.25 hours per day to 6 hours per day

Bus Monitor:

Joseph Albright: From 3 to 4 hours per day

Item 4.13: CSE Recommendations

Approved the recommendations by the *Committee on Special Education* as outlined at meetings held on August 9, 2007.

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

Item 4.14.1 Whiteman Oysterman & Hanna: 2007-2008 Renewal Agreement

Postponed for discussion in Executive Session

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

Item 4.14.2 Four Winds Saratoga: 2007-2008 Tutorial Contract

Approved the 2007-2008 contract with Four Winds Saratoga for tutorial services for students in the Voorheesville Central School District who may be admitted to Four Winds and authorized Superintendent, Linda Langevin to sign the contract. The District will pay \$26.00 an hour for instruction according to the following schedule:

Ten (10) hours per week for students in the middle/high school

Five (5) hours per week for students in the elementary school

Item 4.15: Approval of Requests for Non-Public School Transportation

Approved the request for non-public school transportation for one (1) additional student to private schools for the 2007-2008 school year, as follows:

(Note: We will be transporting a total of 77 students to private schools)

Albany Academy for Girls (Grade 11)

Margaret (Molly) Lundquist

Item 4.16: Cole Summer Writers' Institute

4.16.1 Donation – Karen J. Cole Educational Trust

Gratefully accepted a donation of \$1,000 from the Karen J. Cole Educational Trust for the funding of the Cole Summer Writers' Institute, a writing instruction course, July 16, 2007 to July 20, 2007.

4.16.2 Teacher Appointment – Cole Writers' Institute

Approved the appointment of Brian Stumbaugh as the teacher for the Cole Summer Writers' Institute from July 16, 2007 to July 20, 2007 at a rate of pay of \$900.

Substitute
Appointments:

J. Allard

M. Young

Student Worker:

K. Flansburg

BOCES Substitute
Teacher
Appointments

Change in Hours –
Bus Drivers

CSE
Recommendations

Renewal Agreement
with WOH
(Postponed for
Executive Session)

APPROVED

2007-2008 Tutorial
Contract:

Four Winds
Saratoga

Requests for Non-
Public School
Transportation

Acceptance of
Donation

Cole Summer
Writers' Institute

Approval of Teacher
Appointment:

B. Stumbaugh

Long-Term
Substitute:

B. Kaplan
(Music)

Item 4.17: Long-Term Substitute Appointment (Music)

Approved the appointment of Brian Kaplan as long-term substitute music teacher (Grades K-5).

Effective: September 11, 2007 – February 1, 2008

Salary: Step 1 (BA) of the VTA Contract - \$38,150

Increase in
Teaching Assistant
Hours:

K. Niland

Item 4.18: Increase in Teaching Assistant Hours

Approved an increase in hours from six and one-half (6½) hours to seven (7) hours per day for Kristen Niland, Special Education Teaching Assistant.

Effective: September 1, 2007

Extension in
Hours:

R. Hathaway

Item 4.19: Extension in Hours – Robert Hathaway

Approved the extension of Robert Hathaway's work day to include eight hours on Saturdays that activities are scheduled.

Effective: September 11, 2007

Superintendent's
Contract Extension:
(Postponed for
Executive Session)

Item 4.20: Superintendent's Contract Extension

Postponed for discussion in Executive Session.

Item 5: Special Reports

There were no special reports

ADMINISTRATIVE
REPORTS

ADMINISTRATIVE REPORTS

K. Lein

Item 6.1: Elementary School Report, *Kenneth Lein*

- Thanked the staff – custodial, support, and teachers – for their patience during the construction and for their hard work in getting the building ready for the start of the school year.
- The Elementary School had a great and uneventful opening day.
- A number of staff members attended mentor training. It was very informative and will help to improve the mentor program.

M. Paolino in the
absence of M.
Diefendorf

Item 6.2: High Report, *Mark Diefendorf*

Mr. Paolino reported in Mr. Diefendorf's absence

- The middle school and high school had an uneventful opening day. Thanked Head Custodian, Donald Provost, and his staff for an excellent job in preparing the building for the return of teachers and students.
- The 9th grade field trip to Thacher Park has been rescheduled for Wednesday, September 12.
- Open House will take place Thursday, September 27.
- Student Government will host the first of two Red Cross Blood Drives on September 23.
- Mr. Paolino discussed the ACT College Readiness Report and AP test scores.

T. Kennedy

Item 6.3: Middle School Report, *Theresa Kennedy*

- Middle School Locker Night was well attended and a great success.
- Sixth grade students started their first day of middle school with a breakfast sponsored by the Middle School Student Council.
- An assembly will be held for middle school students on September 11 with Akua Goodrich from Syracuse City School District doing a presentation on character education.

S. Winchell

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

- Mrs. Winchell had hoped to show “before” and “after” slides of the elementary school, but this was not possible, due to time constraints. She will have pictures available for the October meeting.
- Thanked Mike Goyer, Ken Lein, and the staff for the extra time they put in over the Labor Day weekend to prepare for the opening of school.
- Provided a 4-year history of tax rates and discussed the initial 2007-2008 tax levy increase of 5.59%. The unappropriated fund balance remained at the 2% level reducing the actual tax levy increase to 3.95%. This is due to the diligence of the administrative staff in managing their budgets.

M. Goyer

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

- The capital project has gone well, and opening day at the elementary school went exceptionally well. The work done has added years to the life of the building. Thanked Mrs. Langevin and Mrs. Winchell for their help and support.
- The new school bus was delivered on September 10.
- Mr. Goyer and Mr. VanCott will be attending the PTA meeting on September 12 to answer questions about the next phase of the project being done in the 1963 wing during the school year. Work on installing the new heating system will be done after 4:00 p.m. Three “swing” rooms will be used to move students back and forth while work is done on their regular classrooms.

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

L. Langevin

- Discussed the curriculum development updates for the elementary school, middle school, and high school.
- A new web-based student information system is being reviewed. A cost analysis will be presented to the Board as the review process continues.
- The Board and administrators will hold their annual retreat on Saturday, September 15, at Rensselaerville Institute.
- A beacon light will be installed on the road in front of the middle school/high school as an addition to the reduced speed signage.
- The district has received a grant of \$50,000 from the State Education Department. Once the Board approves a use for these funds, the funds will be included in the budget.

BOARD OF EDUCATION COMMITTEE REPORTS

**BOARD OF ED.
COMMITTEE
REPORTS**

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

*Building Project &
Facilities*

- Mr. Coffin thanked the community for approving the capital project and allowing the opportunity to improve an old building. He commended the staff for preparing the classrooms for opening day and providing the students with a cheerful place to learn.

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

Curriculum

- The Curriculum Committee last met on June 13 and will schedule the first meeting of 2007-2008 shortly.

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

*Planning &
Governance*

- Planning & Governance reviewed policies on August 29, and were presenting them to the full Board for amendment, first reading, and second reading under Item 7.7 on the agenda.

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

Audit

- This Audit Committee meets every other month and is scheduled to meet again on October 15 at 6:30 p.m.

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

Negotiations

- The Negotiations Committee will meet with the VTA team again on September 19.

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

Evaluation

- The Evaluation Committee will convene in the near future to develop new evaluation instruments for the teachers' unit members.

Item 7.7.1: Policy Amendments

BOE Policies:

On a motion by Mr. McKenna, seconded by Ms. Pierce and carried unanimously, the Board approved the amendments to Policy 1741, Home Schooled Students, as presented.

Amendments

On a motion by Mr. McKenna, seconded by Mr. Coffin and carried unanimously, the Board approved the amendments to Policy 2160, School District Officer and Employee Code of Ethics, as presented.

On a motion by Mr. Kroencke, seconded by Mr. Hubert and carried unanimously, the Board approved the amendments to Policy 6830-R, Expense Reimbursement, as presented.

Item 7.7.2: First Reading

First Reading

A motion was made by Mr. Coffin and seconded by Mr. Kroencke to approve the first reading of Policy 9646, Disclosure of Wrongful Conduct. Discussion was held about use of term *school-related* wrongful conduct in paragraph 2 of the policy. This item was postponed until further definition of the terms could be obtained from NYSSBA. Mr. Gibson asked Mr. Blow to contact NYSSBA for this information.

Item 7.7.3: Second Reading

Second Reading

A motion was made by Mr. Blow and seconded by Mr. McKenna to approve the second reading of Policy 6680, Capital Assets. Mrs. Winchell pointed that under the heading "Inventory Records" the second bullet should be amended as follows:

All non-equipment capital assets (such as software) costing in excess of
~~\$15,000~~ **\$2,000** shall be inventoried.

The Capital Assets was unanimously approved, as amended.

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

Inter-Municipal Agreement with Town of New Scotland:

**Item 8.1: Inter-Municipal Agreement with the Town of New Scotland
Re: Tax Certiorari**

Approved the Inter-Municipal agreement between the Voorheesville Central School District and the Town of New Scotland regarding a tax certiorari matter.

Re: Tax Certiorari

Payment of attorney's fees, expenses of litigation, and expert expenses (appraisers, engineers, and other professionals to assist said experts) shall be borne between the parties as follows:

Town of New Scotland	20%
Voorheesville CSD	80%

Item 8.2: Budget Amendment

Amended the 2007-2008 budget to allow for the expenditure of the following gift donations to the District in the amount of \$1,112.00 to increase the revenue code A2705 to reflect the receipt of these funds:

Elementary School

Life Touch for BOCES Reading Conference \$1,112.00 Code: A2110.402.01

Item 8.3: Transfer of Remaining Funds in the High School Roof Project

Approved the following resolution:

- WHEREAS, voter approval for the High School Roof Replacement project was \$190,000, and
- WHEREAS, \$190,000 was transferred from the General Fund to the Capital Fund to support this project, and
- WHEREAS, the actual cost for the project was \$147,751.25, so that unspent funds were \$42,248.75, therefore be it
- RESOLVED, that \$42,248.75 be transferred to the Debt Service Fund to be used in 2008-2009 to offset General Fund debt expenses.

Item 9.1: Opportunity for the Board to be Heard

Mr. Gibson offered the Board members an opportunity to be heard. Mr. Kroencke asked the Board members to review the proposed resolutions they had received from NYSSBA and share feedback with him before he votes on behalf of the Board at the business meeting during the October convention.

Mr. Kroencke announced that any community member interested in providing feedback to the Voorheesville Public Library regarding the services they offer may do so via a survey on the library website.

Executive Session:
8:45 p.m.

On a motion by Mr. McKenna, seconded by Ms. Pierce and carried unanimously, the Board of entered into Executive Session at 8:45 p.m. for the purpose of discussing negotiated agreements, contracts, and employment history of particular individuals.

Return to Regular Session
11:00 p.m.

The Board returned to Regular Session at 11:00 p.m.

APPROVED

Item 4.14.1: Whiteman Osterman & Hanna: 2007-2008 Renewal Agreement

On a motion by Mr. McKenna, seconded by Mr. Kroencke and carried unanimously, the Board approved the continuation of the terms and conditions of the agreement with Whiteman Osterman & Hanna for legal services as follows:

Effective:	July 1, 2007 through June 30, 2008
Retainer:	\$22,000
Non-Retainer:	\$185 per hour

Whiteman Osterman & Hanna

Superintendent's Contract Extension:

Item 4.20: Superintendent's Contract Extension

On a motion by Mr. Blow, seconded by Mr. Coffin and carried unanimously, the Board approved an extension of the agreement between Superintendent, Linda M. Langevin, and the Voorheesville Board of Education for an additional school year ending June 30, 2009.

L. Langevin

Adjournment:
11:10 p.m.

On a motion by Ms. Pierce, seconded by Mr. McKenna and carried unanimously, the meeting was adjourned at 11:10 p.m.

President

Clerk, Board of Education