

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

Regular Board of Education Meeting
October 15, 2007

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 Pierce

Board Members Absent:

None

ADMINISTRATION PRESENT:

Linda Langevin, Sarita Winchell, Mark Diefendorf, Michael Paolino, Theresa Kennedy, Ken Lein, Michael Goyer, Robin Jacob, Frank Faber

OTHERS PRESENT:

Linda Pasquali, Macky Lloyd, Kelly Katchman, Tiffany Nixon, Greg Weaver, Taryn Smith, Mary Anne Milano, Michele Snyder, James Cacciotti, Brad Donaldson, Charles Calisti, Kate Prendergast, Courtney Bourque, Suzanne Thorman, Heather Bates, Dawn Mancuso, Pam Hamlin, Sheila Lobel, Kathy Fiero, Laura Taggart, Shelly Lindsay, Erin Christner, Mike Snyder, Nancy Rucks, Tanya Hensel, Donna Fitzgerald, Saffi Rigberg, Simone Yingling, Kathy Madden, Sandy Pelletier, Heather Dolin, Christine Abelseth, Robert Kaus, Kevin VanderWende, Bradley Patrie, Jacki Dollard, Erika Schultz, Alyssa Markert, Chris Allard, Sean Fitzmaurice, Scott Murray, Pam Standish, Sharon Cillis, Mary Ann Jones, Alli Bryant, Kristina Norris, Nell Pritchard, Tom Gladd, Ed Hapston, Martha Mackey, Kathy Parsons, Jeremy Parsons, Rachel Dutil (*The Altamont Enterprise*), Dorothea Pfleiderer

Mr. Gibson called the meeting to order at 7:40 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.

Call to Order:
7:40 p.m.

Item 2.1: Presentation of Community & School Foundation Grant/PTA Donation

The Voorheesville Community & School Foundation and the Voorheesville PTA each presented the District with a check for \$5,000 for the purchase of technology equipment for teacher and student use. The PTA contributed an additional \$4,000 to the District for the purchase of math manipulatives and classroom libraries. The presidents of both organizations acknowledged their members' efforts in raising money for these donations.

Presentation of Grant and PTA Donations:

Item 2.2: Presentation of External Audit Report, Richard Bigham of Dorfman-Robbie

Mr. Bigham discussed highlights of the audit and said VCSD received an unqualified opinion on the audit report, which is the highest level of assurance. The opinion stated that the District ended the 2006-2007 school year in conformity with accounting principles generally accepted in the United States of America. Mr. Bigham also discussed the Extra-classroom Activity Funds, which also received an unqualified opinion.

External Audit Report:
Dorfman-Robbie

Item 3: Approval of Minutes

On a motion by Mr. Kroencke, seconded by Mr. Blow and carried unanimously, the Board approved the following minutes: regular meeting of September 10, 2007; special meeting of September 15, 2007; special meeting of September 17, 2007; and the special meeting of September 29, 2007.

Approval of Minutes:
09/10/07;
09/15/07;
09/17/07;
09/29/07

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 5.3 Correction: Curriculum Specialist (Data Coordinator) Appointments
Item 5.17 Addition: Leave Request
Item 5.18 Addition: Long-term Music Substitute Amendment
Item 8.7 Addition: Board of Education Policy First Reading

Additional items from Superintendent

Item 4.2: Opportunity for Students to Address the Board

Student Government will sponsor a Red Cross Blood Drive on October 23, from 8:00 a.m. to 1:30 p.m. The students are hoping to have more community involvement.

Opportunity for Students to be Heard

Item 4.3: Opportunity for the Public to be Heard

Items/Concerns discussed:

Update on the flashing beacon light in front of the middle/high school. The light will be installed by DOT in the near future.

Best wishes to Mr. Paolino as principal of Guilderland High School, and thanks for his service as Associate Principal at Clayton A. Bouton High School.

Thanks to the Community & School Foundation and PTA for the technology grant/donations.

Comment regarding Girls' Varsity Basketball Coaching position.

Opportunity for Public to be Heard:

ACCEPTED

On a motion by Mr. Coffin, seconded by Mr. McKenna and carried unanimously, the Board approved the following action items with the exception of Item 5.14 (Contract – Wildwood Schools) which was removed for separate vote.

Treasurer's
Reports

Item 5.1.1: 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 #3	\$	382,149.67
General Fund Warrant #4	\$	510,378.50
Trust & Agency Fund Warrant #2	\$	529,445.95
School Lunch Fund Warrant #2	\$	5,532.73
Federal Aid Fund Warrant #2	\$	28,043.44
Capital Fund Warrant #2	\$	687,406.17

Payrolls

Payrolls:

Payroll #6	\$	155,642.12
Payroll #7	\$	258,238.84
Payroll #8	\$	432,131.73

Resignations:

Item 5.2: Resignations

Accepted the following resignations:

M. Paolino

Michael Paolino, Associate Principal (*Grades 9-12*), Data Coordinator

Effective: October 25, 2007

Reason: Accepted position of principal at Guilderland High School

M. Williams

Mary Lynn Williams, Teaching Assistant (*Middle School / High School – 17½ years of service*)

Effective: February 25, 2008

Reason: Retirement

J. Hladun

James Hladun, Director of Continuing Education (*36 years of service*)

Effective: June 30, 2008

Reason: Retirement

Data Coordinator
Appointments:

Item 5.3: Data Coordinator Appointments

Approved the following Data Coordinator Appointments:

B. Stumbaugh

Brian Stumbaugh, Middle / High School Data Coordinator

Effective: October 16, 2007 – June 30, 2008

Stipend: \$4,800 for the 2007-2008 school year

D. Fitzgerald

Donna Fitzgerald, Elementary School Data Coordinator

Effective: October 16, 2007 – June 30, 2008

Stipend: \$3,200 for the 2007-2008 school year

Emergency
Conditional Appt:

Item 5.4: Emergency Conditional Appointment – Teaching Assistant

Approved the emergency conditional appointment of Kristen Hanlon as Special Education Teaching Assistant.

K. Hanlon
(Teaching Asst.)

Effective: October 4, 2007 – June 26, 2008 (*Middle School – 7 hours per day*)

Salary: Step 1 of UEV Contract - \$13.08 per hour

Permanent Civil
Service Appt:

Item 5.5: Civil Service Appointment

Approved the permanent appointment of Deann DellaPenta as Secretary I, effective October 16, 2007, per the Albany County Civil Service Certified List of Eligibles.

D. DellaPenta

Amendment of
Hours:

Item 5.6: Amendment of Hours – Teaching Assistant

Amended Michael Sloman's hours as a teaching assistant from six and one-half (6.5) hours per day to seven (7) hours per day.

M. Sloman

Effective: September 1, 2007 – June 30, 2008 (*Middle School/High School*)

After-School Late
Bus Monitor:

Item 5.7: After-School Late Bus Monitor

Appointed David Prendergast as after-school late bus monitor. This appointment will result in an increase in hours for Mr. Prendergast.

D. Prendergast

Effective: October 16, 2007 (*Tuesday, Wednesday, Thursday; 3:30 – 4:00 p.m.*)

Item 5.8: Coaching Appointments: 2007-2008

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

<u>Elizabeth Ferency</u>	Girls' JV Basketball	Year 1 @ Step 1 - \$2,286
<u>Brent Pierce</u>	Varsity Wrestling Assistant	Year 2 @ Step 6 - \$2,774
<u>John Curran</u>	Modified Wrestling	Year 2 @ Step 7 - \$1,798

Coaching
Appointments for
2007-2008

Item 5.9: Learn-to-Swim Appointments

Approved the following appointments for the Learn-to-Swim Program:

<u>Alli Cropsey</u>	Assistant Instructor	\$8.50 per hour
<u>Kaylee Ban</u>	Assistant Instructor	\$8.50 per hour
<u>Allison Crandall</u>	Assistant Instructor	\$8.50 per hour

Learn-to-Swim
Appts:

Item 5.10: Extracurricular Appointments: 2007-2008

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

<u>Theodore Simons</u>	Yearbook Advisor	Year 1 @ Step 1 - \$1,824
<u>Jennifer Wademan</u>	School Store	Year 1 @ Step 1 - \$701

Extracurricular
Appts:

Item 5.11: 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 as presented in the memo dated October 4, 2007.

BOCES Substitute
Registry Appts:

Item 5.12: Change in Hours – Bus Drivers

Approved approve the following changes in bus driver employment hours due to route changes effective October 16, 2007:

<u>James McAssey:</u>	From 4 hours per day to 4.5 hours per day
<u>David Burch:</u>	From 4.5 hour per day to 4.75 hours per day
<u>Robert Fuglein:</u>	From 4 hours per day to 4.5 hours per day

Change in Hours:

Bus Drivers

Item 5.13 CSE Recommendations

Approved the recommendations by the *Committee on Special Education* as outlined at a meeting held on September 12, 2007, September 20, 2007, and September 26, 2007.

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

CSE
Recommendations

Item 5.15: Withdrawal of Bid Award

Withdrew the award of the CLP-220 Yamaha Clavinova (piano) bid from Suzuki Corporation (at \$1,133.06) who did not supply the correct item, and awarded the item to the next lowest bidder, Artists Piano, Ltd. (at \$1,250).

Withdrawal of Bid
Award

Item 5.16: Facilities Use Fee Waiver – Relay for Life

Approved waiving all facilities use fees for the purpose of supporting the 2008 Relay for Life Campaign and to allow representatives of the Relay for Life Campaign to conduct all business related to this Campaign in cooperation with the Middle School-High School Principal, the Superintendent, and the Board of Education. It is understood that Relay for Life will provide a list of all information regarding the dates, times, and locations of all relevant meetings, activities, and events.

Facilities Use Fee
Waiver:

*Relay for Life
(2008)*

Item 5.17: Leave Request

Approved an unpaid leave of absence for Mary Teresa McCormick from November 19, 2007 through June 30, 2008. This unpaid leave is to include Family Medical Leave from November 19, 2007 through February 11, 2008.

Leave Request:

M.T. McCormick

Item 5.18: Long-Term Music Substitute (Amended)

Amended the effective date of Brian Kaplan's appointment as long-term substitute music teacher (Grades K-5) through June 30, 2008.

Effective: September 11, 2007 – June 30, 2008

Long-Term
Substitute Appt:
(Amended)

B. Kaplan

Item 5.14: Contract – Wildwood School

On a motion by Mr. McKenna, seconded by Mr. Kroencke and carried by a 6-0 vote, the Board approved the contract with Wildwood School for the period September 1, 2007 through June 30, 2008, in the amount of \$40,097 and authorized Superintendent Linda Langevin to sign the contract. Ms. Pierce abstained from voting.

Approval of
Contract:

Wildwood School

Item 6: Special Report on E-School Data Student Information System, Frank Faber

Mr. Faber reported on the proposal to move from the WinSchool Program to the eSchoolData Student Information System. He discussed the advantages of the eSchoolData system, a digital database for school management. The disadvantages of keeping the WinSchool software are that it will no longer be supported by NERIC (the last major upgrade was in 2002), WinSchool is not internet ready, and the system is housed locally, not web-based. ESchoolData features web-based access, one database for grades K-12, NERIC support, parental access to their child's data, and better NYS reporting and data uploads. Mr. Faber outlined costs of the system and a timeline for implementation. Acceptance of the proposal would be presented under Item 9.4 on the agenda.

**SPECIAL
REPORT**

*E-SchoolData
System*

ADMINISTRATIVE
REPORTS

ADMINISTRATIVE REPORTS

K. Lein **Item 7.1: Elementary School Report, Kenneth Lein**

- Three Parent Nights were held with 93% of the children represented.
- Thanked Mike Goyer, his staff and the teachers for the great job they have done in moving classes into the swing rooms; sometimes in a matter of three hours.
- Students will be dismissed early on November 9, 13, and 15 for parent-teacher conferences.

M. Diefendorf **Item 7.2: High Report, Mark Diefendorf**

- Congratulated Elizabeth Dawson on being named a National Merit Scholarship Award Finalist. Also, Tara Feeney, Clara Fried, Joshua Glover, and Kevin Klembczyk were named "Commended Students" in the 2008 National Merit Scholarship Program.
- Congratulated the Student Government on an excellent job in planning the Fall Pep Rally. The event was moved to the Village Park, and it was a fun, family event.

T. Kennedy **Item 7.3: Middle School Report, Theresa Kennedy**

- The Middle School field trip to New York City was a great success.
- The first Teen Night went well; 170 students (60% of the middle school student population) attended.
- Middle School Open House was well attended with 78% of the children represented.

S. Winchell **Item 7.4: Assistant Superintendent for Business Report, Sarita Winchell**

- Reported on the external audit and was pleased with the results.
- Approximately 92% of the District revenue has been collected. The last day of tax collection is October 31.
- Reported on the new Point of Sale system. At the Elementary School, the lunch lines are averaging 8-10 minutes per class. This is about the same amount of time used with the old lunch system. At the Middle/High School, the lines are moving slower because of a large number of students during 2nd and 3rd lunch. Once the debit system is in place (in 2-3 weeks), the lines will move faster.

M. Goyer **Item 7.5: Transportation, Operations & Maintenance Report, Michael Goyer**

- The Transportation Department is still in need of substitute bus drivers.
- Construction at the Elementary School is going very well; meetings are being held every two weeks. Some of the classrooms have heat and all classrooms will have heat in the near future.
- Hartford Insurance inspected the boilers in both buildings, and they were extremely pleased with the condition of the units.
- Mr. Goyer thanked the teachers and staff for their support through the construction work.

L. Langevin **Item 7.6: Superintendent's Report, Linda M. Langevin**

- Thanked Mr. Faber for the great presentation on eSchoolData.
- Welcomed Mr. Diefendorf upon his return.
- Thanked Mr. Paolino for a first-rate job as Interim Principal in Mr. Diefendorf's absence.
- The construction project has gone very smoothly. The contractors are now working evenings and weekends.
- Twenty-nine applications have been received for the High School Associate Principal vacancy. It is anticipated that a candidate will be recommended to the Board at the November 5 meeting.

BOARD OF ED.
COMMITTEE
REPORTS

BOARD OF EDUCATION COMMITTEE REPORTS

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

- Mr. Coffin thanked the staff at the Elementary School for their help and patience; the construction work appears to be on schedule.

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

- The first meeting of the Curriculum Committee will be held on November 29.

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

- Planning & Governance met on October 12 to review Policy 9646, Disclosure of Wrongful Conduct. This will be presented to the full Board for a first reading under Item 8.7 on the agenda.

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

- Heard the external audit report at the Audit Committee meeting prior to the Board meeting. Acceptance of the audit will be presented to the full Board for a first reading under Item 9.1 on the agenda.

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

- VTA negotiations will continue on Tuesday, October 30.

Negotiations

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

- The Evaluation Committee will hold the first meeting of the year on October 22.

Evaluation

Item 8.7: Policy of Education Policy – First Reading

On a motion by Mr. McKenna, seconded by Ms. Pierce and carried by a 6-1 vote, he Board approved the first reading of Policy 9646, Disclosure of Wrongful Conduct, as presented with Mr. Blow being the no vote.

BOE Policy First Reading

Item 9.1: Acceptance of 2006-2007 Independent Audit Report

On a motion by Mr. Coffin, seconded by Mr. Blow and carried unanimously, the Board approved the following resolution to accept the 2006-2007 audit report:

Acceptance of Independent Audit Report

RESOLVED, that the Voorheesville Board of Education accept the audit report for the 2006-2007 fiscal year, as prepared by the firm of Dorfman-Robbie, Certified Public Accountants, P.C., 6 Wembley Court, Albany, New York 12205.

Item 9.2: Donations

On motion by Mr. McKenna, seconded by Ms. Pierce and carried unanimously, the Board accepted the following donations:

Acceptance of Donations:

Gratefully accepted a donation in the amount of \$5,000 from the Voorheesville Community & School Foundation for the purpose of purchasing technology equipment for teacher and student use in the District.

V'ville Community & School Foundation

Gratefully accepted a donation in the amount of \$5,000 from the Voorheesville Parent and Teacher Association for the purpose of purchasing technology equipment for teacher and student use in the District.

V'ville PTA

Gratefully accepted a donation in the amount of \$4,000 from the Voorheesville Parent and Teacher Association for the purpose of purchasing of math manipulatives and classroom libraries.

Item 9.3: Budget Amendments

On a motion by Mr. Blow, Seconded by Mr. Kroencke and carried unanimously, the Board approved the following budget amendments:

Budget Amendments:

Item 9.3.1: Gift Donations

Amended the 2007-2008 budget to allow for the expenditure of the following gift donations to the District in the amount of \$14,000.00, and to increase the revenue code A2705 to reflect the receipt of these funds. Budget codes to be amended are:

Gift Donations

From Voorheesville PTA

Teaching Supplies	\$4,000.00	Code: A2110.501.01.99
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From Voorheesville PTA

Computer Equipment – ES	\$4,275.00	Code:A2630.200.01
Computer Equipment - HS	\$ 725.00	Code:A2630.200.02

From Voorheesville Community & School Foundation

Computer Equipment - ES	\$2,137.00	Code:A2630.200.01
Computer Equipment - HS	\$2,863.00	Code:A2630.200.02

Item 9.3.2: Grant-in-Aid

Amended the 2007-2008 budget to allow for the expenditure of the following Grant-in-aid received from the State of New York in the amount of \$50,000.00, and to increase the revenue code A3289 (Other State Aid) to reflect the receipt of these funds. The budget code to be amended is:

Grant-in-Aid

Curriculum Improvement	Code:A2110.402.03 for \$50,000
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Item 9.4: E-SchoolData Proposal

Accepted a three-year proposal with the Northeast Regional Information Center to provide eSchoolData Student Management System for the District as per the price quote for services enclosed effective October 16, 2007, and to designate Linda M. Langevin, Superintendent as signatory for this agreement.

2007-2008 Service Cost	\$27,808.10
2008-2009 Service Cost	\$32,203.60
2009-2010 Service Cost	\$33,248.80

Opportunity for
BOE to be Heard:

Item 9.1: Opportunity for the Board to be Heard

Mr. Gibson offered the Board members an opportunity to be heard.

Recognition of
School Board
Members

Item 9.2: Recognition of School Board Members, Linda Langevin

In observance of School Board Recognition Week (October 22-26, 2007), Mrs. Langevin presented the Board members with certificates and NYSSBA coffee mugs/umbrellas in recognition of their service to the District.

Executive Session:
9:32 p.m.

On a motion by Mr. Coffin, seconded by Mr. Kroencke and carried unanimously, the Board of entered into Executive Session at 9:32 p.m. for the purpose of discussing negotiated agreements.

Return to Regular
Session:
10:35 p.m.

The Board returned to Regular Session at 10:35 p.m.

APPROVED
*Delegate to Supt.
Determination of
Last Day for M.
Paolino*

On a motion by Mr. Blow, seconded by Mr. McKenna and carried unanimously, the Board approved delegating to the Superintendent the responsibility of determining the last day of employment in the District for Michael Paolino.

Adjournment:
10:37 p.m.

On a motion by Mr. Blow, seconded by Mr. McKenna and carried unanimously, the meeting was adjourned at 10:37 p.m.

President

Clerk, Board of Education