

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

**Regular Board of Education Meeting**  
**November 5, 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, Theresa Kennedy, Ken Lein, Michael Goyer, Robin Jacob

**OTHERS PRESENT:**

Charles Calisti, Kathryn Martin, Dawn Mancuso, Karen Finnessey, Brendan O'Keefe, Chris Allard, Ed Hampston, Laura Minnick, Martha Mackey, Rich Bader, Leanne Frone, Patrick Corrigan, Pam Standish, Sharon Cillis, Mary Ann Jones, Shelly Lindsay, Nicole Sanchez, Pat Jones, Kathy Fiero, Steve Relyea, Rich Brackett, Rachel Dutil (*The Altamont Enterprise*), Dorothea Pflaiderer

Mr. Gibson called the meeting to order at 7:30 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:  
 7:30 p.m.

**Item 2: Approval of Minutes**

On a motion by Mr. Kroencke, seconded by Mr. Blow and carried unanimously, the Board approved the minutes of the regular meeting of October 15, 2007.

Approval of Minutes:  
 10/15/07

**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 4.13 Correction: Tax Warrant Adjustments
- Item 4.15 Addition: High School Associate Principal Appointment
- Item 4.16 Addition: Conference Request

Additional items from Superintendent

**Item 3.2: Opportunity for Students to Address the Board**

There were no items discussed.

Opportunity for Students to be Heard

**Item 3.3: Opportunity for the Public to be Heard**

Items/Concerns discussed:

- Student food allergies and how this impacts food choices in the cafeteria. Mr. Gibson asked Mr. Lein to begin discussing a plan of action with Elementary School personnel and parents. Information would be posted to the school website as it becomes available.
- School policies under review by the Board of Education will be posted on the district website for public review and comment before final approval.
- The district website has a link to the Voorheesville Community & School Foundation. This could be considered an advertisement for the foundation. Mrs. Langevin responded that the foundation is a not-for-profit organization, and the website contains links to other community-based organizations, as well.

Opportunity for Public to be Heard:

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

**ACCEPTED**

**Item 4.1.1: Treasurer's Reports**

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*

Warrants:

General Fund Warrant #5	\$ 1,110,547.18
General Fund Warrant #6	\$ 1,243,935.34
Trust & Agency Fund Warrant #3	\$ 1,172,352.38
School Lunch Fund Warrant #3	\$ 34,375.97
Federal Aid Fund Warrant #3	\$ 40,916.12
Capital Fund Warrant #3	\$ 1,251,647.82

Payrolls

Payrolls:  
Payroll #9 \$ 430,700.60  
Payroll #10 \$ 448,407.84

Resignation:

D. Elmendorf

**Item 4.2: Resignation**

Accepted the resignation, due to retirement, of Dianne Elmendorf as Food Service Helper (Elementary School) after 23 years of service effective November 29, 2007.

Food Service  
Helper Appts:**Item 4.3: Food Service Helper Appointments**

Approved the following Food Service Helper appointments effective November 6, 2007:

A. Mohan

Anna Mohan, Food Service Helper

Increase in hours: From 2.5 hours per day to 3.25 hours per day  
Rate of pay: No change

A. Livingston

Adele Livingston, Food Service Helper

Increase in hours: 1.25 hours per day  
Rate of pay: Step 5 of the UEV contract - \$10.99 per hour

Note: Mrs. Livingston is a 2.5 hour per day cashier in the cafeteria at this same rate of pay

T. Deyo

Tasha Deyo, Food Service Helper

Increase in hours: From 4 hours per day to 5 hours per day  
Rate of pay: No change

Note: This reinstates the one hour loss in Mrs. Deyo's work day due to a reduction in hours September 1, 2007

Leave Request:

K. Lendrum

**Item 4.4: Leave Request**

Approved the request of Kelly Lendrum, Teacher (Grade 1) for parental leave to commence on or about April 3, 2008, with an expected return to work on September 1, 2008. Mrs. Lendrum requests use of accrued sick time up until her delivery date. She also reserves the right to extend her leave until September 1, 2009, according to Article 8.8.5 of the current VTA contract.

Extracurricular  
Appointments:**Item 4.5: Extracurricular Appointments: 2007-2008**

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

<u>Michael Guerette</u>	Elementary Drama Club	Year 2 @ ½ Step 2	\$ 505.50
<u>Pam Studler</u>	Elementary Drama Club	Year 2 @ ½ Step 2	\$ 505.50
<u>Karen Finnessey</u>	Helderbarker Advisor	Year 1 @ Step 1	\$ 1,404.00
<u>Nicole Bouvier</u>	Winter Cheerleading	Year 1 @ Step 1	\$ 1,227.00

Coaching  
Appointments:**Item 4.6: Coaching Appointments: 2007-2008**

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

<u>Mary Catellier</u>	Girls' Freshman Basketball	Year 2 @ Step 7	\$ 2,462.00
<u>Thomas Kurkjian</u>	Boys' Varsity Volleyball	Year 26 @ Step 8	\$ 3,124.00

Increase in Hours:  
(Teacher Aide)

C. Relyea

**Item 4.7: Increase in Hours – Teacher Aide**

Approved a permanent increase in daily hours from five (5) hours per day to five and one-quarter (5¼) hours per day for Carol Relyea to supervise students from 8:15 a.m. to 8:30 a.m.

Effective: November 6, 2007

Keyboard Special  
Correction:

M. Bintz

**Item 4.8: Keyboard Specialist Correction**

Changed the appointment of Michelle Bintz from Senior Keyboard to Keyboard Specialist, effective November 6, 2007.

Salary: Step 3 of the UEV Contract - \$12.34 per hour

BOCES Substitute  
Registry Appts:**Item 4.9: 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 25, 2007.

CSE  
Recommendations**Item 4.10: CSE Recommendations**

Approved the recommendations by the *Committee on Special Education* as outlined at meetings held on October 25, 2007.

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

2008 Budget  
Calendar**Item 4.11: 2008 Budget Calendar**

Approved the 2008 budget calendar as proposed in the enclosure folder.

**Item 4.12: Request to Waive Fee for Community-Based Bus Trip**

Approved a request from the Transportation Supervisor to waive the fee for the school district to transport children from St. Matthew's Church to the Adirondack Center near Amsterdam, New York for a retreat.

Drop-off: Friday, January 11, 2008  
Pick-up: Sunday, January 13, 2008

Waiver of Fee for  
Community-Based  
Bus Trip:

St. Matthew's  
Church

**Item 4.13: Tax Warrant Adjustments**

Approved the following tax warrant adjustments to amend the tax warrant in the amount of \$15,005,636 to \$15,002,539.68 (a reduction of \$3,096.32):

Tax Warrant  
Adjustments:

1. Clerical error by Town of New Scotland Assessor for tax billing year 2007-2008
  - a. Michael Soditi  
Basic STAR \$ 646.25  
(does not affect warrant)
  - b. Martha Oden – Exemption status adjusted  
Reduction in school taxes \$ 748.45  
Reduction in library taxes \$ 46.61  
**TOTAL** \$ 795.06  
(reduces warrant)
2. Small Claims Assessment Review Board decisions for tax billing year 2007-08
  - a. Lewis and Bonnie Glaser – reduction in assessment from \$700,000 to \$560,000  
Reduction in school taxes \$ 2,359.20  
Reduction in library taxes \$ 146.95  
**TOTAL** \$2,506.15  
(reduces warrant)
  - b. Richard and Ellen Whipple – increase in assessment from \$645,000 to \$656,250  
Increase in school taxes \$ 189.58  
Increase in library taxes \$ 11.81  
**TOTAL** \$ 201.39  
(increases warrant)
3. Small Claims Adjustment for tax billing year 2006-2007
  - a. Richard and Ellen Whipple – decrease in assessment from \$834,630 to \$656,250  
Reduction in school taxes \$ 3,593.74  
Reduction in library taxes \$ 220.66  
**TOTAL** \$3,814.40  
(does not affect warrant)
4. Adjustment of tax warrant to actual total of bills \$ 3.50

**Item 4.14: Declaration of Surplus/Obsolete Items**

Declared the following items 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

1995 YardMan Snowblower 10 hp, 30" (does not work)  
Model #1F309810250

Kenmore Air Conditioner 24000 BTU (does not work)  
Model #580.74259400

**Item 4.15: High School Associate Principal**

Approved the probationary appointment of Patrick J. Corrigan as High School Associate Principal. The Board also approved delegating to the Superintendent the responsibility of determining the first day of employment in the District for Patrick J. Corrigan.

HS Associate  
Principal Appt:

P. Corrigan

Probationary Term: Three years  
Salary: \$72,000 per year (pro-rated)

**Item 4.16: Conference Requests**

Approved attendance of the following persons to the conference listed below as presented:

Conference  
Requests

Conference Title: New York State Association for Computer & Technologies Education  
Location: Riverside Convention Center, Rochester, New York  
Date: November 17 – November 19, 2007  
Cost: Registration \$489.00 per person  
Lodging Not to exceed federal reimbursement rates  
Requestors: F. Faber, M. Milano, K. Johnson, P. Hamlin

**Item 5: Special Reports**

There were no special reports

**ADMINISTRATIVE  
REPORTS**

**ADMINISTRATIVE REPORTS**

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

*K. Lein*

- Congratulated the 2007-2008 Student Council representatives.
- The Elementary School Book Fair was a great success, grossing \$6,500.
- Elementary students will be dismissed early on November 9, 13, and 16 for parent-teacher conferences.

**Item 6.2: High Report, Mark Diefendorf**

*M. Diefendorf*

- The Student Government Blood Drive was very successful – 54 units of blood were donated.
- A group of Foreign Language students will participate in an exchange program with France from November 7 – 18.
- The Voorheesville Dionysians will present the comedy *Rumors* November 16 – 18.
- November 12 – 16 is National Education Week. Parents are welcome to visit and observe classes while they are in session.

**Item 6.3: Middle School Report, Theresa Kennedy**

*T. Kennedy*

- Report cards will be sent home on November 21.
- The Book Fair was held November 1, 2, and 5 during school hours. Middle School students were also able to visit the Book Fair during their teen night on Friday, November 2. It was a very successful event.

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

*S. Winchell*

- Mrs. Winchell called the Board's attention to her update on State Aid. She invited Board members to call her if they wished to discuss the information presented in the enclosure folder.
- The Point of Sale system continues to improve. Parents will be receiving letters with information on how to access their student's information on-line and how to pre-pay for lunches on-line.
- Tax collection is done for this year. The Board will receive a report at the December meeting.
- The Public Library held a meeting regarding a regional records storage facility. Historical records would be kept in a secure, climate controlled facility. Mrs. Winchell will keep the Board apprised of this as she learns more.

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

*M. Goyer*

- The Transportation Department continues looking for, at least, two substitute drivers.
- The construction work is on schedule. Asbestos abatement in the lower gymnasium and mechanical room is completed.

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

*L. Langevin*

- The Data Coordinators, appointed in October, will attend training to learn more about nySTART and the school and student reporting functions.
- Value Added Assessment training is under way and will continue through February 2008.
- A team from VCSD attempted to register for a Curriculum Mapping seminar being held on December 17 & 18, 2007, and April 22, 2008. The seminar was filled before the team was able to register. When this seminar becomes available again, we will register; in the meantime, we are on a wait list.

**BOARD OF ED.  
COMMITTEE  
REPORTS**

**BOARD OF EDUCATION COMMITTEE REPORTS**

*Building Project &  
Facilities*

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

No Report

*Curriculum*

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

No Report

*Planning &  
Governance*

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

No Report

*Audit*

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

No Report

*Negotiations*

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

Mr. Coffin reported that negotiations between the Board and the VTA are moving ahead. The Board looks forward to meeting again to address several critical issues and coming to an agreement.

*Evaluation*

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

No Report

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

**Item 8.1: Amended Memorandum of Agreement – Michael Goyer**

Approved the amendment to the Memorandum of Agreement between Michael Goyer, and the Board of Education approved May 7, 2007, and effective July 1, 2007, as noted in the enclosure folder. The enclosure outlines Mr. Goyer's benefits, which were not delineated in the May 7, 2007 memorandum. This amendment has been approved by the Voorheesville Administrators' Association.

Amended  
Memorandum of  
Agreement

*M. Goyer*

**Item 8.2: Grant Disbursement Agreement – EXCEL Aid**

Approved the Grant Disbursement Agreement between the Voorheesville Central School District and the Dormitory Authority of the State of New York for EXCEL Aid of \$409,000, included in the enclosure folder and authorized President David Gibson to sign the agreement. In addition, the Board of Education authorized Sarita Winchell, Assistant Superintendent for Business, to sign any Grantee's Certificates for requests for payment of EXCEL Aid to the Voorheesville Central School District.

Grant Disbursement  
Agreement

*EXCEL Aid*

**Item 8.3.1: Creation of .5 FTE Building & Grounds Maintenance/.5 FTE Custodial Worker**

Approved creation of the position of .5 FTE Building and Grounds Maintenance and .5 FTE Custodial Worker with an expected hire date of January 3, 2008.

Creation of Position:

*.5 Bldg. & Grounds  
.5 Custodial Worker*

**Item 8.3.2: Creation of Building Maintenance Mechanic**

Approved creation of the position of Building Maintenance Mechanic for an expected hire date of January 3, 2007. The pay scale of this position will be at the Head Custodian rate of the UEV contract.

Creation of Position:

*Bldg.Maintenance  
Mechanic*

**Item 9.1: Opportunity for the Board to be Heard**

Mr. Gibson commented on allegations that the District had hired a Girls' Varsity Basketball Coach in disregard of SED regulations. The Board looked into the matter with SED and found that the District was in compliance with SED regulations.

Opportunity for BOE  
to be Heard:

On a motion by Mr. McKenna, seconded by Ms. Pierce and carried unanimously, the Board entered into Executive Session at 8:15 p.m.

Executive Session:  
*8:15 p.m.*

The Board returned to Regular Session at 9:40 p.m.

Regular Session:  
*9:40 p.m.*

On a motion by Mr. Blow, seconded by Ms. Pierce and carried unanimously, the meeting was adjourned at 9:42 p.m.

Adjournment:  
*9:42 p.m.*

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*President*

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*Clerk, Board of Education*