

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

**Regular Board of Education Meeting**  
**December 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

**Board Members Absent:**

Paige A. Pierce

**ADMINISTRATION PRESENT:**

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

**OTHERS PRESENT:**

Deb Baron, Donna Fitzgerald, Deborah Lee, Ed Hampston, Nancy Rucks, Cindy Morrison, Kathy Fiero, Laura Minnick, Christopher Curro, Greg Hitchcock (*The Spotlight*), Melissa Hale-Spencer (*The Altamont Enterprise*), Dorothea Pfleiderer

Mr. Gibson called the meeting to order at 7:37 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:  
 7:37 p.m.

**Item 2: Presentation of Community & School Foundation Grants**

Nancy Rucks of the Voorheesville Community & School foundation was in attendance to present the district with two grants from the Foundation: (1) an \$800 grant to the elementary Odyssey of the Mind Program was accepted by parent advisor, Cindy Morrison; (2) a \$10,000 grant for elementary school curriculum development was accepted by Mr. Lein.

Presentation of Community & School Foundation Grants

**Item 3: Approval of Minutes**

On a motion by Mr. McKenna, seconded by Mr. Blow and carried unanimously, the Board approved the minutes of the regular meeting of November 5, 2007.

Approval of Minutes:  
 11/05/07

**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:

Additional items from Superintendent

- Item 5.17 Addition: Out-of-Town Student Field Trip Request
- Item 9.2 Addition: Medicare Advantage Plan
- Item 9.3 Addition: Child Safety Zones
- Item 9.4 Addition: Curriculum Coordinator's position for 2008-09, *Discussion*

Opportunity for Students to be Heard

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

There were no items discussed.

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

Items/Concerns discussed:

- Outdoor recess for elementary students was discussed.
- The issue of food allergies was revisited. Mr. Lein said that a meeting would be held the week of December 10 with parents of kindergarten students to develop specific rules and procedures for the elementary school. He also noted that the New York State will have food allergy guidelines by June of 2008. At that point, the District can refine procedures for dealing with allergies.

Opportunity for Public to be Heard:

On a motion by Mr. Coffin, seconded by Mr. Kroencke and carried unanimously, action items 5.1 through 5.3 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 5.1.2: Accepted the following warrants and payrolls:**

*Warrants*

Warrants:

General Fund Warrant #7	\$ 930,284.28
General Fund Warrant #8	\$ 534,905.16
T & E Warrant #2	\$ 120.00
Trust & Agency Fund Warrant #4	\$ 1,164,400.17
School Lunch Fund Warrant #4	\$ 37,330.93
Federal Aid Fund Warrant #4	\$ 47,541.03
Capital Fund Warrant #4	\$ 123,767.24

Payrolls:

Payroll #11	\$ 429,722.25
Payroll #12	\$ 430,181.03

**Tax Collector's Report:**  
2007-2008

**Item 5.1.3 Acceptance of the Tax Collector's Report**  
Accepted the Tax Collector's Report for the 2007-2008 school year as presented in the enclosure folder.

**Resignations:**

**Item 5.2: Resignations**  
Accepted the following resignations:

*P. Corrigan* Patrick J. Corrigan, Social Studies Teacher/Department Chair, National Honor Society Advisor  
Effective: December 11, 2007  
Reason: Accepted the position of High School Associate Principal

*S. Kelly* Shawn Kelly, Custodial Worker  
Effective: January 7, 2008  
Reason: To accept the Building & Grounds Maintenance position

*R. Maliszewski* Robert Maliszewski, Buildings & Grounds Maintenance Worker  
Effective: January 3, 2008  
Reason: To accept the Building Maintenance mechanic position

*B. Pierce* Brent Pierce, Assistant Varsity Wrestling Coach  
Effective: December 10, 2007  
Reason: To accept the Head Varsity Wrestling Coach position

*T. Simons* Theodore Simons, Yearbook Advisor  
Effective: November 9, 2007  
Reason: Personal

**Probationary Teacher – Social Studies:**

**Item 5.3: Probationary Teacher – Social Studies**  
Approved the probationary appointment of Christopher Curro, to the position of High School Social Studies Teacher.

*C. Curro* Effective: December 11, 2007  
Probationary Term: Three years  
Salary: Step 16 (BA) of the VTA Contract: \$55,670 (*Pro-rated*)

**Reduction in Hours**  
(Art Teacher)

**Item 5.4: Reduction in Hours – Art Teacher**  
The request of Marie Triller to reduce her hours as Middle/High School art teacher from full-time (1.0 FTE) to part-time (.6 FTE) was postponed definitely. This request will be given consideration as the 2008-2009 school budget develops.

*M. Triller*

On a motion by Mr. McKenna, seconded by Mr. Coffin and carried unanimously, action items 5.5 – 5.22 were approved:

**Increase in Hours**  
(MS Secretary)

**Item 5.5: Increase in Hours – Middle School Secretary**  
Approved an increase in daily hours from seven (7) hours per day to seven and one-half (7½) hours per day for Karen Belgiovine to perform additional administrative tasks related to the increase in after-school activities in the middle school  
Effective: December 11, 2007 (*Hours – 7:30 a.m. to 3:30 p.m.*)

*K. Belgiovine*

**Coaching Appointments**

**Item 5.6: Coaching Appointments: 2007-2008**  
Approved the following coaching appointments for the 2007-2008 school year:

<u>Brent Pierce</u>	Head Varsity Wrestling	Year 1 @ Step 5	\$3,395
<u>Al Pailley</u>	Assistant Varsity Wrestling	Year 1 @ Step 4	\$2,507

**Extracurricular Appointments:**

**Item 5.7: Extracurricular Appointments: 2007-2008**  
Approved the following extracurricular appointments for the 2007-2008 school year:

Teal Vivacqua, Winter Cheerleading Advisor  
Effective: December 11, 2007 Stipend: Year 1 @ Step 1 \$ 1,227

Kelly McHale, National Honor Society Co-Advisor  
Effective: December 11, 2007 Stipend: Year 1 @ 3/8 of Step 1 \$ 329.25

Jeanne Young, National Honor Society Co-Advisor  
Effective: December 11, 2007 Stipend: Year 1 @ 3/8 of Step 1 \$ 329.25

Jennifer Wademan, Yearbook Advisor  
Effective: November 13, 2007 Stipend: Year 1 @ ¾ of Step 1 \$ 1,368

Wayne Manchester, Middle School Drama Club Advisor  
Effective: December 11, 2007 Stipend: Year 1 @ Step 1 \$ 918

**Item 5.8: Social Studies Department Chair**

Approved the appointment of Thomas Gladd as Social Studies Department Chair effective December 11, 2007.

Salary: ¾ of Step 1 of VTA Agreement - \$2,737.50

Social Studies  
Department Chair:

T. Gladd

**Item 5.9: Performing Arts Center Manager**

Approved the appointment of Wayne Manchester as Performing Arts Center Manager effective December 11, 2007.

Salary: ¾ of Step of VTA Agreement - \$1,650

Performing Arts  
Center Manager:

W. Manchester

**Item 5.10: Learn-to-Swim**

Approved the appointment of John Neri as a lifeguard for the Learn-to-Swim program.

Effective: December 11, 2007

Salary: \$8.50 per hour

Learn-to-Swim:

J. Neri

**Item 5.11: Probationary Appointment – Teaching Assistant**

Approved the three-year probationary appointment of Michael Sloman as Teaching Assistant effective December 11, 2007.

Probationary  
Teaching Assistant:

M. Sloman

**Item 5.12: Substitute Appointments**

Approved the following substitute appointments:

Stephanie Donovan, Substitute Food Service Helper

Effective: November 7, 2007

Salary: Step 1 of UEV Contract (\$10.14 per hour)

Substitute  
Appointments:

S. Donovan

Kelly Thompson, Substitute Bus Driver

Effective: November 27, 2007

Salary: Step 1 of UEV Contract (\$12.52 per hour)

K. Thompson

Shannon Luther, Substitute Teaching Assistant/Teacher Aide (Elementary School)

Effective: December 11, 2007

Salary: \$65.00 / day Teaching Assistant  
\$ 7.50 / hour Teacher Aide

S. Luther

**Item 5.13: Operations and Maintenance Personnel**

Approved the following operations and maintenance appointments:

Shawn Kelly, Building and Grounds Maintenance

Effective: January 7, 2008

Salary: Step 1 of UEV Contract (\$15.39 per hour)

Operations &  
Maintenance  
Personnel:

S. Kelly

Robert Maliszewski, Building Maintenance Mechanic

Effective: January 3, 2008

Salary: Step 9 of UEV Contract (\$20.09 per hour)

R. Maliszewski

**Item 5.14: Permanent Status**

Approved the change in status for Brian Donnelly from probationary Custodial Worker to permanent Custodial Worker effective December 11, 2007. There is no change in the rate of pay.

Permanent Status:

B. Donnelly

**Item 5.15: 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.

BOCES Substitute  
Registry Appts:

**Item 5.16: CSE Recommendations**

Approved recommendations by the *Committee on Special Education* as outlined at meetings held on October 18, 2007, October 24, 2007, October 25, 2007, October 29, 2007, November 7, 2007, November 8, 2007, November 13, 2007, November 19, 2007, November 20, 2007, November 21, 2007, and November 27, 2007.

CSE  
Recommendations

**Item 5.17: Out-of-Town Student Field Trip Requests**

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

Out-of-Town  
Student Field Trip  
Requests

Model United Nations Trip

Destination: Yale University; New Haven, Connecticut

Date: Thursday, January 24 – Sunday, January 27, 2008

Cost: \$200.00 per student [30 students attending]

Requestor: Susanne Hudacs

Portfolio Preparation/Drawing and Painting Classes – New York City

Destination: Museum of Modern Art; Guggenheim Museum; Whitney Museum

Date: Friday, January 11, 2008

Cost: \$75-\$85 per student (*Bus, Museum Admission, Meals*)

Requestors: Marie Triller, Kristen Wells

Tax Warrant  
Adjustments:

**Item 5.18: Tax Warrant Adjustments**

Approved the following tax warrant adjustments to amend the tax warrant in the amount of \$15,002,536.18 to \$15,004,033.63 (a net increase of \$1,497.45):

1. Clerical error by Town of New Scotland Assessor for tax billing year 2007-2008
  - a. Christopher and Susan Mielke  
Reduction in assessed value from \$199,550 to \$172,000  
Reduction in school taxes \$ 464.26  
Reduction in library taxes \$ 28.91  
**TOTAL** \$ 493.17 *(reduces warrant)*
  - b. Stephen and Eileen Eppelmann  
Reduction in assessed value from \$230,000 to \$226,000  
Reduction in school taxes \$ 67.40  
Reduction in library taxes \$ 4.19  
**TOTAL** \$ 71.59 *(reduces warrant)*
2. Small Claims Assessment Review Board decisions for tax billing year 2007-08
  - a. Christopher and Stephanie Saccocio  
Reduction in assessed value from \$610,000 to \$580,816  
Reduction in school taxes \$ 580.81  
Reduction in library taxes \$ 36.18  
**TOTAL** \$ 616.99 *(reduces warrant)*
  - b. Matthew and Karen Swedick  
Reduction in assessed value from \$610,000 to \$580,816  
Reduction in school taxes \$ 606.65  
Reduction in library taxes \$ 37.79  
**TOTAL** \$ 644.44 *(reduces warrant)*
  - c. Nicholas and Barbara Vriniotis  
Reduction in assessed value from \$250,000 to \$209,160  
Reduction in school taxes \$ 688.21  
Reduction in library taxes \$ 42.87  
**TOTAL** \$ 731.08 *(reduces warrant)*
3. Pro-Rated

Hillman, Willman	\$ 392.08	
Jadevero, Anthony	\$ 119.20	
Puerto, Kim	\$ 170.10	
Rubin, Linda (Fleetway)	\$ 214.48	
Schwartzbach, Omara	\$ 1,136.40	
Vidal, Nadine	\$ 1,055.99	
Kazukenus, John	\$ 228.10	
Meister, Michael	\$ 734.87	
<b>TOTAL PRO-RATED COLLECTED:</b>		\$ 4,051.22 <i>(increases warrant)</i>
4. Pennies adjustment to bills \$ 3.50 *(increases warrant)*

2008 Membership  
Dues:

NYSSBA

**Item 5.19 New York State School Boards Association Membership**

Approved membership in the New York State School Boards Association (NYSSBA) for calendar year 2008 as presented in the enclosure folder.

Annual Dues: \$6,295

Declaration of  
Surplus/Obsolete  
Items

**Item 5.20: 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:

1989 Chevrolet Caprice	1993 Chevrolet Suburban
Condition: Poor	Condition: Poor
Mileage: 107,428	Mileage: 153,349

Adult Education  
Director Salary  
Increase

**Item 5.21: Adult Education Director Salary: 2007-2008**

Approved the salary of Adult Education Director, James Hladun, for the 2007-2008 school year in the amount of \$8,700.

Bids:

Copy Paper  
Printing Services

**Item 5.22: Copy Paper / Printing Bids**

Approved the bid recommendations for copy paper and printing services as presented in the enclosure folder.

**Item 6: Special Reports**

There were no special reports

*No Special Reports*

**ADMINISTRATIVE REPORTS**

**ADMINISTRATIVE  
REPORTS**

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

- Ninety-nine percent of the elementary students were presented at parent-teacher conferences.
- The “Spirit” assembly was a success – 674 toothbrushes were collected. They will be sent to Thailand.
- American Education Week brought 144 visitors to the elementary school on the week of November 12.
- Mary Anne Milano presented “*Technology Integration in the Elementary School*” at the NYSCATE conference in Rochester. Her audience included colleagues from across the state.
- Discussed outdoor recess alternatives for elementary school students during the winter months. Play equipment that won’t roll under buses or into the creek will be purchased. Vendors will be notified that the pavement on the front side of the building is off-limits between 11:15 a.m. and 1:50 p.m. Mr. Lein said that parents would be notified of the outdoor recess plan in the December “Bugler”.

*K. Lein*

**Item 7.2: High School Report, *Mark Diefendorf***

- A student Pep Rally was held on December 7.
- The girls’ basketball teams started their home games last week.
- The High School Winter Concert was held on December 6; the grade 6 Winter Concert will be held on December 13; and the Winter Concert for grades 7 and 8 will be held on December 19.
- Middle/high school students will be dismissed at 12:45 p.m. on December 11. The remainder of that day is a Superintendent’s Conference Day to allow staff to review and discuss student progress.

*M. Diefendorf*

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

- The junior class sponsored a Middle School Teen Night on December 7. They engaged the Middle School students in a number of creative activities, and the evening was a great success.
- Mrs. Podgorski, in partnership with Joyce Laiosa from the Public Library, has initiated a writing group for students in grades 7 and 8. The students will have the opportunity to publish their work in mini magazines or online through the library.
- Ms. Burgoon, Mrs. Podgorski, Mrs. Lindsay, and Mrs. Kadamus have developed a project for students to create file folders which highlight literary elements of plot, setting, conflict, and theme for various genres they have read. This project allows students to share their reading with peers.

*T. Kennedy*

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

- At their December 4 meeting, the Safety Committee discussed a variety of subjects including: the annual employee safety survey; the application for the 2008 Utica National Safety Award; and the Emergency Action Guide being developed with Mr. Goyer, who is seeking outside funding for the project.
- The Safety Committee also held a lengthy discussion about student food allergies. At this time, the committee is recommending nut-free classrooms, wiping-down of surfaces in the cafeteria to remove nut residue, and wiping-down of school bus seats to remove residues.
- Mrs. Winchell has had discussions with the Planning & Governance and Audit Committees which should be fiscally helpful to the District in the areas of transportation, health insurance, and the school lunch fund.

*S. Winchell*

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

- The new 2008 Chevrolet Suburbans have arrived and are in service. One will be used as a school bus, one will become a maintenance vehicle, and the third will be equipped with a snow plow.
- Installation of new unit ventilators in the elementary classrooms continues. The power in the elementary school will be shut down on December 26 for the installation of new electrical service.
- A new water softener system will be installed during the December recess.

*M. Goyer*

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

- Gave a curriculum update with included information on data warehousing, curriculum mapping, and the Curriculum Committee on November 29.
- A six-member team will be attending curriculum mapping training on December 17 & 18.
- Discussed the status of the construction project and the repair that will be done to the exterior stonework (parapet) at the elementary school.
- Discussions about the 2008-2009 budget will begin on January 28.
- In January, Mrs. Langevin will be working with Chuck Voss on a generator grant proposal for the high school. They will also be providing an update on projected student enrollments and projections for population growth in the Town of New Scotland.

*L. Langevin*

BOARD OF  
EDUCATION  
COMMITTEES

## BOARD OF EDUCATION COMMITTEE REPORTS

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

The committee met with an engineer from Ryan-Biggs Structural Engineering on November 29. The major portion of the discussion was in regard to repairing the damaged parapet at the Elementary School.

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

The committee met on November 29 to discuss and review new course proposals for the 2008-2009 school year. Another meeting will be held on January 10 for further review of the proposals.

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

On December 6, the committee had a first review of the Harassment, Hazing, & Bullying policy. Mr. Gibson noted that the Character Education Committee had put a great deal of work into reviewing the policy and recommending several changes before the policy came to the P & G Committee. The P & G Committee will review the policy again in February before presenting it to the full Board for their consideration.

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

The Audit Committee met prior to the Board meeting and heard a report on payroll.

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

The committee is moving ahead, and has come to an agreement with the VTA on a number of small items. Another meeting will be held on December 19. The Board Negotiations Committee looks forward to moving closer to a settlement.

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

The committee met on November 26 to review the draft *Professional Evaluation and Supervision Process* document. They will meet again in January and begin review on evaluation instruments.

**Second Reading:**  
*BOE Policy 9646,  
Disclosure of  
Wrongful Conduct  
(Postponed  
Definitely)***Item 8.7: Board of Education Policy – Second Reading**

A motion was made by Mr. McKenna and seconded by Mr. Kroencke to approve the second reading of Policy 9646, Disclosure of Wrongful Conduct. After discussion about the term “school-related” wrongful conduct, the Board could not reach a consensus on that specification. Mr. McKenna withdrew his motion and approval of the policy was postponed definitely until further review by the Planning & Governance Committee at their January meeting.

## ACCEPTANCE

**Item 9.1: Donations**

On a motion by Mr. Blow, seconded by Mr. Hubert and carried unanimously, the Board accepted the following donations from the Voorheesville Community & School Foundation:

**Donations from  
Voorheesville  
Community &  
School Foundation**

Gratefully accepted a donation in the amount of \$10,000 from the Voorheesville Community & School Foundation for the curriculum development at the elementary school.

Gratefully accepted a donation in the amount of \$800 from the Voorheesville Community & School Foundation for the elementary school Odyssey of the Mind Program.

## APPROVAL

**Item 9.2: Medicare Advantage Plan**

On a motion by Mr. Coffin, seconded by Mr. Blow and carried unanimously, the Board approved the following resolution regarding Medicare Advantage to district retirees and their spouses:

**WHEREAS**, the Medicare Advantage insurance offered by Capital District Physicians Health Plan has a lower premium than other health insurance available to District retirees; and

**WHEREAS**, the lower premium will cost retirees who choose to participate in the plan and the District less money than current premium costs; now therefore be it

**RESOLVED**, that the Board of Education shall enter into a contract with Capital District Physicians Health Plan which will offer the option to retirees who are age 65 or disabled to participate in the Large Group Medicare Advantage Product at an initial total premium cost not to exceed \$32.80 per month, provided the District contribution to this plan shall remain consistent with District Policy #9570.

**Child Safety Zones  
Investigation****Item 9.3: Child Safety Zones**

On a motion by Mr. Kroencke, seconded by Mr. McKenna and carried unanimously, the Board directed the Transportation Department to investigate whether hazardous zones exist in the District requiring the designation of Child Safety Zones.

**Item 9.4: Curriculum Coordinator's Position for 2008-2009, Discussion**

Mrs. Langevin explained that due to the increasing dependence on data obtained from testing and assessments that impact on curricular directions and alterations, there is a need for staff devoted to Curriculum, Assessment, and Data. Her recommendation is for a 1.0 FTE (full time) that will be split to provide .5 FTE (half time) at the elementary school and a .5 FTE (half time) at the middle/high school. These positions would be held by members of the VTA whose teaching load would be reduced by 50%. The Board directed Mrs. Langevin to move ahead and convene representatives from the elementary school, middle school, and high school to discuss and refine the proposal. If the Curriculum Committee approves the proposal, the Board will be asked to consider adding this position to the 2008-2009 budget. Pending voter approval of next year's budget, this position will begin in September 2008.

Discussion:  
Curriculum  
Coordinator  
Position for 08-09

On a motion by Mr. Kroencke, seconded by McKenna and carried unanimously, the Board moved into Executive Session at 9:35 p.m. for the purpose of discussing negotiated agreements.

Executive Session:  
9:35 p.m.

The Board returned to Regular Session at 10:53 p.m.

Regular Session:  
10:53 p.m.

On a motion by Mr. Blow, seconded by Mr. Kroencke and carried unanimously, the meeting was adjourned at 10:54 p.m.

Adjournment:  
10:54 p.m.

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*President*

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*Clerk, Board of Education*