

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

Regular Board of Education Meeting
February 9, 2009

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
Cheryl L. Dozier
Lisa A. Henkel
Gary A. Hubert
Kevin T. Kroencke

Board Members Absent:

None

ADMINISTRATION PRESENT:

Raymond Colucciello, Sarita Winchell, Mark Diefendorf, Edward Diegel, Patrick Corrigan, Theresa Kennedy, Michael Goyer, Robin Jacob

OTHERS PRESENT:

Colleen Brackett, Richard Brackett, Robin Burch, Dave Burch, Lynn McNaughton, Teri Altrnhofen, Kathy Martin, Peg Flanders, Trisha Gannon, John Sittig, Shara Biernacki, Mary Anne Milano, Laurie Lysenko, Dorothy Frender, Christine Pettograsso, Amy Ghovanloo, Kim Becker, Haidee Smith, Ashley Moore, Jeanne Young, Henry J. Binzer, Kelly Sullivan, Deborah Lee, Donna Fitzgerald, Pam Standish, John Standish, Chris Allard, Mary Ann Jones, Becca Duncan, Bryanna Wood, Kory Asher, Lauren Furlong, Kathy Fiero, Deb Baron, Andrew Karins, Alynn McTighe, Steve Relyea, Dan Chaize, Karen Conroy, Laura Minnick, Sue Weiss, Caroline Weiss, Amy Hooker, Nicole Hooker, Jen Hampston, Rich Bogdany, Mary Kelly, Robert Denman, Martha Mackey, Rich Bogart, Tony Thanopoulos, Dorothea Pfleiderer

Mr. Gibson called the meeting to order at 7:34 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 Dr. Dozier who arrived at 7:38 p.m.

Call to Order:

7:34 p.m.

Item 2: Special Recognitions

Spelling Bee Winners

The winners of the Voorheesville Central School District Spelling Bee, held on February 3, were recognized: 1st place, Olivia Suozzo (5th Grade); 2nd place, Luke Gorka (6th Grade); and tied for 3rd place, Nicole Hooker (4th Grade) and Caroline Weiss (8th Grade). The competition was difficult and the words were challenging. Olivia will represent our school district at the 27th Annual Capital Region Spelling Bee Competition to be held at Proctor's Theatre in Schenectady on March 16, 2009.

Special Recognitions

*Spelling Bee
Winners*

Model UN Outstanding Delegate Award

Adam Katz, recipient of the Outstanding Delegate Award at the Yale Model UN was unable to attend the meeting and will be recognized at the March 9 Board meeting, instead.

Model UN Delegate

Item 3.1: Allergy Policy Review – R. Jacob, Allergy Committee, Dr. Warren Silverman, Kristen Koehler

Mrs. Jacob introduced the Food Allergy Committee and acknowledged the time and effort devoted to creating the Life-Threatening Allergic Reaction (Anaphylaxis) Policy and Regulation that will help our district to assist those youngsters who deal with allergies every day. She thanked Dr. Warren Silverman for reviewing the policy and Kristen Guilbault-Koehler, Esq. for providing legal assistance in the development of the policy. The Board was asked to approve the first reading under Item 9.1 on the agenda. The policy will be posted to the website for 28 days for public review and comment.

Allergy Policy Review

Item 3.2: Operational Assessment Report of the Child Nutrition Programs

James Bigley, HMB Consulting

Mr. James Bigley discussed his analysis of the child nutrition program at VCSD. The district has a quality nutrition program and staff; however, due to decreased enrollment and staffing costs, revenues are down. Mr. Bigley offered suggestions to stimulate the interest of the students and increase the purchase of lunches. He will be training staff on February 11.

Operational Assessment Report of the Child Nutrition Programs

Item 3.3: Physical Education Curriculum Plan – J. Sapienza, N. Bassler

This item is tabled until the regular March 9 Board meeting.

Physical Education Curriculum Plan
Tabled until
3/9/09

Item 3.4 Budget Update:

Transportation

Transportation Supervisor, Michael Goyer, presented on the transportation program and the guidelines, laws, mandates, district enrollment, and student needs that define how the program is implemented. He discussed the current transportation budget and the proposed budget for 2009-2010 which would show a decrease of \$6,870. He concluded with what is currently being done to reduce transportation costs and what can be done in the future. Mr. Goyer's presentation will be posted on the web site for public review and comment.

Budget Update

Transportation

Budget UpdateSpecial Education

Special Education

Director of Special Education, Robin Jacob, presented on the special education program. She discussed the number of students enrolled in special education classes and the staffing required to provide services to the students. The budget proposal for 2009-2010 would eliminate one FTE special education teacher and one FTE teaching assistant. She concluded with what is currently being done to reduce special education costs and what can be done in the future to save the district \$61,000. Mrs. Jacob's presentation will be posted on the web site for public review and comment.

Approval of Minutes:

01/12/09

Item 4: Approval of Minutes

On a motion by Mr. Blow, seconded by Mr. Kroencke and carried unanimously, the Board approved the minutes of the regular January 12, 2009 meeting.

01/26/09

On a motion by Mr. Blow, seconded by Mr. Coffin and carried by a 6-0 vote, the Board approved the minutes of the special budget meeting of January 26, 2009. Mr. Kroencke abstained.

Opportunity for Students to Address the BOE**Item 5.1: Opportunity for students to address the Board**

There were no comments.

Opportunity for Public to be Heard:**Item 5.2: Opportunity for the public to be heard**

Comments and concerns?

- Cuts should be made in non-teaching staff before cutting teachers or those who work directly with students.
- Lawn areas being dug up with snow plows.
- Fire exit door on the stage in the PAC is bolted shut.
- Maintenance of school buses.
- Do not eliminate student field trips. It was suggested that for approximately \$2.00 each, the students could pay the transportation costs for field trips.
- Thank you to the Allergy Committee for their time and hard work in developing the Anaphylaxis policy and to the Board for their time and effort in the elementary principal search, the superintendent search, and budget development process.
- Maintain small class size for second grade students.

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

Treasurer's Report:**Item 6.1.1: Treasurer's Report**

The Board accepted the Treasurer's Report as presented in the enclosure folder.

Warrants**Item 6.1.2: Warrants**

The following warrants were accepted:

| Warrant: | Date: | Amount |
|-------------------------------|-------------------|---------------|
| Multifund Warrant #28: | January 16, 2009 | \$ 743.25 |
| Payroll Covering Warrant #29: | December 31, 2008 | \$ 488,255.81 |
| Multifund Warrant #30: | January 16, 2009 | \$ 511,450.71 |
| Payroll Covering Warrant #31: | January 14, 2009 | \$ 459,179.00 |

Resignations:**Item 6.2: Resignations**

Accepted the following resignations:

R. Hathaway

Robert Hathaway, Custodial Worker

Effective: February 6, 2009

Reason: Accepted other employment

Pamela Seh

Substitute

Pamela G. Seh, Teaching Assistant – Elementary School Library (23 years of service)

Effective: July 1, 2009

Reason: Retirement

Leave Requests:**Item 6.3: Leave Requests**

J. Bradshaw

Approved the request of Jessica Bradshaw (Middle School Science) for parental leave pursuant to Article 8.9 of the VTA agreement. The leave will commence on or about April 6, 2009, with an expected return to work on June 8, 2009.

M. Abba-Gleason

Approved the request of Mary Abba Gleason (Middle/High School Music) for parental leave pursuant to Article 8.9 of the VTA agreement. The leave will commence on or about May 15, 2009, with an expected return to work on November 9, 2009.

Building Check**Item 6.4: Building Check**

R. Hathaway

Approved the appointment of Robert Hathaway as weekend/holiday Building Checker effective February 7, 2009.

Salary: \$12.21 per hour

Item 6.5: Coaching Appointments

Approved the following coaching appointments for the 2008-2009 school year:

| | | | | |
|------------------------|-------------------------|---------|----------|---------|
| <u>Kyle Turski</u> | Varsity Baseball | Year 6 | @ Step 6 | \$3,240 |
| <u>Matthew Fiato</u> | Varsity Softball | Year 6 | @ Step 6 | \$3,240 |
| <u>Steven Relyea</u> | Varsity Track | Year 7 | @ Step 8 | \$3,233 |
| <u>Phil Carducci</u> | Varsity Track Assistant | Year 2 | @ Step 7 | \$2,350 |
| <u>Thomas Kurkjian</u> | Varsity Boys' Tennis | Year 27 | @ Step 8 | \$3,233 |

Approved the following coaching appointments for the 2009-2010 school year:

| | | | | |
|------------------------|-----------------------|---------|----------|---------|
| <u>Joseph Santos</u> | Varsity Girls' Soccer | Year 8 | @ Step 8 | \$3,733 |
| <u>Joseph Sapienza</u> | Varsity Football | Year 16 | @ Step 8 | \$4,310 |

Coaching Appointments

Item 6.6: Substitute Teacher Appointments from BOCES Substitute Registry

Approved Capital Region BOCES Substitute Registry appointments for the 2008-2009 school year as presented in the enclosure folder.

Substitute Appointments- BOCES Registry

Item 6.7: Non-Resident Student Admission Requests

Approved the following requests for admission of non-resident students for the 2009-2010 school year:

| | | |
|---|---|---|
| <u>Ryan Beardsley</u> , Grade 1 Requestor: Christina Menetti | <u>Shawn Goyer</u> , Grade 8 <u>Garrett Wineinger</u> , Grade 12 Requestor: Michael Goyer | <u>Camryn Kelley</u> , Grade 6 <u>Alicia Kelley</u> , Grade 3 <u>Hayden Kelley</u> , Grade 3 Requestor: Timothy Kelley |
| <u>Conor Cashin</u> , Grade 12 Requestor: Christine Cashin | <u>Colin Kelly</u> , Grade 11 <u>Cara Kelly</u> , Grade 10 <u>Erin Kelly</u> , Grade 8 Requestor: Mary Kelly | <u>Brianna Nicole Lee</u> , Grade 10 Requestor: Deborah Lee |
| <u>Francesca Coppola</u> , Grade 1 Requestor: Marie Coppola | <u>Troy Tracey</u> , Grade 6 <u>Tyler Tracey</u> , Grade 1 Requestor: Lauren Tracey | <u>Noah Justin Robinson</u> , Grade 5 Requestor: Lori Farrell |
| <u>Sawyer Cresap</u> , Grade 10 Requestor: Robin Jacob | | <u>Austin Zielinski</u> , Grade 7 Requestor: Judith Zielinski |

Non-Resident Student Admission Requests

Item 6.8: Off-Season Sports Activities

Approved the following sport practices run by the Board appointed coach, as listed below, and required the coach of the sport activity to use the standard Building Use Request Form to log in the day and time of use of the facilities:

Off-Season Sports Activities

| Sport | Activity | Coach |
|-----------------------|-----------------|-----------------|
| Varsity Baseball | Open Gym | Kyle Turski |
| Varsity Football | Open Gym | Joseph Sapienza |
| Varsity Girls' Soccer | Open Gym | Joseph Santos |

Item 6.9: Acceptance of Technology Donations

Gratefully accepted the following donations from Theresa Kennedy to be received by the Technology Department:

Technology Donations

| <u>Qty</u> | <u>Item</u> | <u>Value</u> |
|------------|---|------------------|
| 1 | Dell Dimension 4550 Pentium 4 Computer with 17" monitor, keyboard, and mouse – SNN: 5NB6C21 | \$ 300.00 |
| 1 | Lexmark X85, all-in-one, scanner, printer, copier | 75.00 |
| 1 | Altec Lansing Dell Sound System – CN: 034978-47770 | 25.00 |
| 1 | Altec Lansing Sound System – CN: 034978-47772 | 25.00 |
| 1 | Sony DVD/DC/Video CD Player – DVP-NS300 | 75.00 |
| 1 | Sony DVD Player – SN: 1113108 | 50.00 |
| 1 | Panasonic 21" TV – SN: G9AC21929 | 25.00 |
| 1 | Phillips 20" TV – SN: 3955140 | 25.00 |
| | Total | \$ 600.00 |

Item 6.10: 2009-2010 School District Calendar

Approved the school calendar for the 2009-2010 school year as presented in the enclosure folder.

Approved: 2009-2010 School Calendar

ADMINISTRATIVE REPORTS

ADMINISTRATIVE REPORTS

Item 7.1: Elementary School Report, Edward Diegel

- The faculty continues work on revising the elementary school report card. When completed, the report card should provide more continuity from grade to grade.

E. Diegel

Item 7.2: Middle Level Report, Theresa Kennedy

- The Mandarin Chinese Program is under way. Communications Specialist, Audrey Hendricks, attended a class, took photos and interviewed Nikki Thompson. The article will be posted on the web site. Ms. Kennedy invited the Board members to attend a class.
- Two 8th grade students, Grace Ziamandanis and Alyssa Greenwood, raised funds for homeless children as part of a health project. The money was sent to St. Catherine's School. These students have been nominated for "Kid of the Week" at Capital News 9.

T. Kennedy

M. Diefendorf

Item 7.3: High School Report, Mark Diefendorf

- A Cyberbullying Forum will be held on Wednesday, February 11 at 6:00 p.m.

S. Winchell

Item 7.4: Assistant to the Superintendent for Business Report, S. Winchell

- Mrs. Winchell had nothing to add to her report.

M. Goyer

Item 7.5: Operations, Maintenance, and Transportation Report, M. Goyer

- The custodial staff has a number of maintenance jobs lined up for the vacation week in February.

R. Colucciello

Item 7.6: Superintendent's Report, Raymond Colucciello

- Copies of the Transportation and Special Education presentations will be posted on the web site. We have received input from the public on the preliminary budget and hope to receive more.

**BOARD OF
EDUCATION
COMMITTEES**

BOARD OF EDUCATION COMMITTEE REPORTS

*Building &
Facilities
Committee*

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

The committee had nothing to report at this time.

*Curriculum
Committee*

Item 8.2: Curriculum Committee, C. Dozier, L. Henkel, K. Kroencke

The committee had nothing to report at this time.

*Planning &
Governance
Committee*

Item 8.3: Planning & Governance Committee, C. J. Coffin, D. Gibson, K. Kroencke

The committee met on February 3 to prepare for tonight's meeting, and discuss the superintendent and elementary principal searches.

Audit Committee

Item 8.4: Audit Committee, T. Blow, L. Henkel, G. Hubert

The committee met prior to tonight's meeting to review the response to the audit management letter and the GASB45 report, which will be presented to the Board in June. RFPs for external auditor were reviewed. The Audit Committee will be recommending a three-year contract with the current firm, Bonadio & Company, LLP.

*Evaluation
Committee*

Item 8.5: Evaluation Committee, C. Dozier, K. Kroencke, L. Henkel

The committee met on February 3 to finalize the Annual Professional Performance Review document. The document will be presented to the Board in the near future.

Allergic Reaction
Policy/Regulation
First Reading

Item 9.1: Life-Threatening Allergic Reaction (Anaphylaxis) Policy/Regulation, First Reading

On a motion by Mr. Kroencke, seconded by Mr. Hubert and carried unanimously, the Board approved the first reading of the Life-Threatening Reaction (Anaphylaxis) Policy/Regulation as presented. The policy will be posted on the district web site for community reaction and comment. The Board will have a second reading at the regular March 9 meeting.

Physical Education
Curriculum Plan
TABLED

Item 9.2: Physical Education Curriculum Plan

This item was table until the regular March 9 meeting.

Board of Education
Public Information
Committee

Item 9.3: Resolution to Establish Board of Education Public Information Committee

On a motion by Mr. Coffin, seconded by Mr. Kroencke and carried unanimously, the Board established a temporary Public Information Committee to determine best practices in communicating with parent, school, and community groups as presented in the enclosure folder.

Tenure Amendment

Item 9.4: Tenure Amendment

D. Chaize

On a motion by Mr. Kroencke, seconded by Mr. Coffin and carried unanimously, the Board amended the appointment of Daniel Chaize, currently serving a probationary period in the area of Sixth Grade Science Teacher to serving a probationary period in the area of Elementary Education effective retroactively from September 1, 2008 through September 1, 2011.

Opportunity for
Public Comment

Item 10.1: Opportunity for Public Comment

There were no comments.

Opportunity for
Board to be Heard

Item 10.2: Opportunity for the Board to be Heard

There were no comments.

Miscellaneous

Item 11: Miscellaneous

The following miscellaneous items were noted:

- Middle Level News Notes
- Budget Status Report: 12/01/08 – 12/31/08

Executive Session:
9:40 p.m.

Item 12: Anticipated Executive Session

On a motion by Mr. Kroencke, seconded by Dr. Dozier and carried unanimously, the Board entered into Executive Session at 9:40 p.m. for the purpose of discussing the employment history of particular individuals and contractual issues.

On a motion by Mr. Coffin, seconded by Mr. Blow and carried unanimously, the Board returned to regular session at 11:45 p.m.

Regular Session:
11:45 p.m.

On a motion by Mr. Kroencke, seconded by Mr. Coffin and carried unanimously, the meeting was adjourned at 11:47 p.m.

Adjournment:
11:47 p.m.

President, Board of Education

Clerk, Board of Education