

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

Regular Board of Education Meeting
August 11, 2008

David M. Gibson, President
High School Cafeteria

Page 1

Board Members Present:

David M. Gibson, President
 C. James Coffin, Vice Present
 Lisa A. Henkel
 Gary A. Hubert
 Kevin T. Kroencke

Board Members Absent:

Timothy E. Blow
 Paige A. Pierce

ADMINISTRATION PRESENT:

Linda Langevin, Sarita Winchell, Patrick Corrigan, Theresa Kennedy, Michael Goyer, Edward Diegel

OTHERS PRESENT:

Raymond Colucciello, Dave Adkins, Steve Relyea, Pam Standish, Laura Minnick, Chris Allard, Tim Mulligan, Teresa Althenhofen, Martha Mackey, Brian Kaplan, Richard Brackett, Melissa Hale-Spencer (*The Altamont Enterprise*), Dorothea Pfleiderer

Mr. Gibson called the meeting to order at 7:35 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 Mr. Blow and Ms. Pierce.

Call to Order:

7:35 p.m.

Item 2: Approval of Minutes

On a motion by Mr. Coffin, seconded by Mr. Kroencke and carried unanimously, the Board approved the minutes of the regular meeting of July 14, 2008.

Approval of Minutes:

07/14/08

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 additions:

Additional items from the Superintendent

- Item 5.15: Addition: Extension of appointment date – Deann DellaPenta (*Keyboard Specialist*)
- Extension of retirement date – JoAnn Donahue

Opportunity for Public to be Heard:

Item 3.2: Opportunity for the Public to be Heard

There were no comments:

Item 4: Presentation on Superintendent Search, Charles Dedrick, District Supt.– Capital Region BOCES

Mr. Dedrick was assisted by Dr. Hank Stopinski in addressing the Board on the upcoming Superintendent search. It was recommended that the Board meet in a special Executive Session to set a timeline and begin designing the brochure. Mr. Dedrick asked the Board to consider the following before the special meeting: strengths and qualities in a superintendent; salary range; residency requirements, and designation of a “point person” to facilitate the process.

Presentation: Superintendent Search

Recognition of Superintendent, Linda M. Langevin

On a motion by Mr. Hubert, seconded by Mr. Coffin and carried unanimously, the Board adopted the Resolution in Recognition of Service of Mrs. Linda M. Langevin. Mr. Gibson read the resolution and presented a framed copy to Mrs. Langevin along with a red marble apple. He thanked Mrs. Langevin and wished her well in her future endeavors. The audience applauded and gave Mrs. Langevin a standing ovation.

Resolution in Recognition of Service of Mrs. Linda Langevin

On a motion by Mr. Kroencke, seconded by Mr. Hubert and carried unanimously, items 5.1 through 5.8 were approved.

ACCEPTED

Item 5.1.1: 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:

General Fund Warrant #23:	\$ 1,154,420.67
General Fund Warrant #24:	\$ 1,893,041.32
General Fund Warrant #25:	\$ 236,623.82
Trust & Agency Fund Warrant #12:	\$ 2,409,391.87
School Lunch Fund Warrant #12:	\$ 51,463.89
Federal Aid Fund Warrant #12:	\$ 71,420.26
Capital Fund Warrant #12:	\$ 14,083.80
T & E Fund Warrant #3:	\$ 55.00

Warrants

Payrolls:

Payroll #2:	\$ 107,375.15
Payroll #3:	\$ 119,071.84

Payrolls

Resignations:**Item 5.2: Resignations**

Accepted the following resignations:

*E. Christner*Erin Christner, Part-time Reading Teacher / Part-time Teaching Assistant

Effective: August 31, 2008

Reason: Accepted teaching position with another school district

*B. Kaplan*Brian Kaplan, Long-term Music Substitute

Effective: August 31, 2008

Reason: Accepted probationary music position vacated by K. Hyatt

Probationary Appointments:**Item 5.3: Probationary Appointments***J. Glisson***5.3.1:** Approved the probationary appointment of Jonathan Glisson as Social Studies Teacher effective September 1, 2008.

Probationary term: Three years

Salary:	Step 1 (MA) of VTA Contract	\$42,500
	+14 Credit Hours @ \$40/credit	\$ 560
		\$43,060

*B. Kaplan***5.3.2:** Approved the probationary appointment of Brian Kaplan as Music Teacher effective September 1, 2008.

Probationary term: Three years

Salary:	Step 2 (BA) of VTA Contract	\$42,100
	+31 Credit Hours @ \$40/credit	\$ 1,240
		\$43,340

*K. Hanlon***5.3.3:** Approved the probationary appointment of Kristen Hanlon as Special Education Teaching Assistant effective September 1, 2008.

Probationary term: Three years

Salary: Step 2 of UEV Contract - \$13.77 per hour

*S. Scaccia***5.3.4:** Approved the probationary appointment of Stephanie Scaccia as Special Education Teaching Assistant effective September 1, 2008.

Probationary term: Three

Salary: Step 1 of UEV Contract - \$13.50 per hour

Long-term Music Substitute:*E. Upson***Item 5.4: Long-term Substitute – Music**Approved the appointment of Erin Upson as long-term substitute for Music effective September 1, 2008.

Salary:	Step 2 (MA) of VTA Contract	\$44,000
	+68 Credit Hours @ \$40/credit	\$ 2,720
		\$46,720

Senior Keyboard Specialists:**Item 5.5: Senior Keyboard Specialists**

Approved the provisional appointment of the following Senior Keyboard Specialists. The appointees must take the Albany County Civil Service Senior Keyboard Specialist Exam when it is offered.

*M. Champion*Meta Champion, High School Main Office

Effective: August 12, 2008

Salary: Step 8 of UEV Contract - \$14.61/hour (8 hours/day; 12 months/year)

*J. Tabakian*Jessica Tabakian, High School Guidance Office

Effective: October 20, 2008

Salary: Step 5 of UEV Contract - \$13.76/hour (8 hours/day; 12 months/year)

Coaching Appointments:**Item 5.6: Coaching Appointments: 2008-2009 School Year**

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

<u>Jennifer Zeh</u>	Modified Cross-Country (Year 1)	Step 1	\$ 1,403
<u>Ashley Hillard</u>	Varsity Cross-Country Asst. (Year 1)	Step 1	\$ 1,773
<u>Phil Carducci</u>	Varsity Cross-Country Asst. (Year 1)	Step 6	\$ 2,223

Extracurricular Appointments**Item 5.7: Extracurricular Appointments: 2008-2009**

Approved the following extracurricular appointments for the 2008-2009 school year.

<u>Karen Finnessey</u>	Helderbarker Co-Advisor	¾ Step 2	\$ 1,199.25
<u>Wayne Manchester</u>	High School Drama Director	Step 2	\$ 1,964
<u>Cindy Morrison</u>	Odyssey of the Mind Co-Coordinator	½ Step 2	\$ 362.50
<u>Diane Straut</u>	Odyssey of the Mind Co-Coordinator	½ Step 2	\$ 362.50
<u>Brian Stumbaugh</u>	Helderbarker Co-Advisor	¼ Step 1	\$ 363.25

Item 5.8: 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.

BOCES Substitute
Registry
Appointments

On a motion by Mr. Kroencke, seconded by Mr. Coffin and carried by a 4-1 vote, the Board approved the following CSE recommendations. Mr. Gibson abstained from voting.

Item 5.9: CSE Recommendations

Approved the recommendations by the *Committee on Special Education* as outlined at meetings held on May 27, 2008, May 28, 2008, May 29, 2008, June 2, 2008, June 3, 2008, June 4, 2008, June 5, 2008, June 9, 2008, June 11, 2008, June 12, 2008, June 13, 2008, June 18, 2008, June 19, 2008, June 23, 2008, and June 25, 2008.

CSE
Recommendations

The Board designated the Superintendent as signatory for health service contracts related to special education students' IEPs.

Item 5.10: Non-Resident Student Admission Requests

Approved the following requests for admission of non-resident students for the 2008-2009 school year:

Non-Resident
Tuition Requests

Sydney Worthley, Grade 1

Requestor: Shauna Worthley

Ryan Beardsley, Kindergarten

Requestor: Christina Manetti

Item 5.11: Out-of-Town Student Field Trip Request

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

Out-of-Town
Student Field Trip
Request

Annual 8th Grade Trip to New York City

Destination: New York City

Date: Friday, October 17, 2008

Cost: \$55.00 per student (*Transportation provided by Private Bus Company*)

Requestor: Christine Cashin

Fall 2008
Continuing
Education Program

Item 5.12: Fall 2008 Continuing Education Program

Approved the Fall 2008 Continuing Education Program as presented in the enclosure folder.

Fall 2008 Driver Ed.
Appointments:

Item 5.13: Fall 2008 Driver Education Appointments

Approved the following fall 2008 driver education instructor appointments:

Jeffrey Young

Effective: September 11, 2008 – January 16, 2009

Salary: \$4,710.00

Classroom: 24 students @ \$ 52.50

Car Section: 12 students @ \$ 287.50

J. Young

William Van Alstyne

Effective: September 11, 2008 – January 16, 2009

\$3,450.00

Car Section Only: 12 students @ \$ 287.50

W. Van Alstyne

Item 5.14: Declaration of Surplus/Obsolete Items

School Bus #86

Declared bus #86 as surplus and authorized Assistant Superintendent, Sarita Winchell, to advertise for, accept bids on, and award to the highest bidder the sale of bus #86 at a bid of no less than \$1,200.

Declaration of
Surplus/Obsolete
Items

Textbooks

Declared economics textbooks, *Principles in Action*, obsolete and delegated to the Business Official disposition of said items in a manner consistent with current laws and regulations. Due to poor bindings, these books have been replaced by the publisher, Prentice-Hall, with the understanding that the district will destroy the defective copies. There is no cost to the district for the replacement books.

Item 5.15: Appointment Adjustments – Deann DellaPenta, JoAnn Donohue

Extended the date of Deann DellaPenta's Keyboard Specialist appointment and JoAnn Donohue's retirement to September 30, 2008 due to procedural issues involving Albany County Civil Service.

Appointment
Adjustments:
D. DellaPenta
J. Donohue

Special Report – School Lunch Fund

Mrs. Winchell discussed the school lunch program and proposed a budget of \$373,845 for the 2008-2009 school year. She and Mr. Mulligan recommended changes to help the program, which were outlined in her written report to the Board. These changes included raising the price of breakfast from \$1.10 to \$1.50 and the price of Type A lunch from \$2.25 to \$2.50. The Board discussed the price increases and agreed that this would be a prudent course of action.

**SPECIAL
REPORT**

*School Lunch
Program*

APPROVED:
Price changes for
cafeteria

A motion was made by Mr. Coffin, seconded by Mr. Kroencke and carried unanimously to approve the following price changes effective September 4, 2008:

Type A Lunch	From \$2.25 to \$2.50
Breakfast	From \$1.10 to \$1.50

**ADMINISTRATIVE
REPORTS**

ADMINISTRATIVE REPORTS

E. Diegel

Item 6.1: Elementary School Report, Edward Diegel

- The construction work is progressing in a steady fashion, and the building will be ready in time for the start of school in September. A walk-through is planned for Monday, August 25 to determine what needs to be done before September 4.
- Mr. Diegel continues to work with Albany County Civil Service in searching for a new main office secretary.
- As of this date, the elementary school expects 23 new students; six students have left the district.

T. Kennedy

Item 6.2: Middle Level Report, Theresa Kennedy

- A number of middle school teachers have been doing summer curriculum work. Science teachers from grades 6, 7, and 8 met with Mrs. Flynt from the elementary school to coordinate the curriculum.
- Teachers participated in Smartboard training.

M. Diefendorf

Item 6.2: High School Report, Mark Diefendorf

Mr. Corrigan reported in Mr. Diefendorf's absence.

- Mr. Corrigan acknowledged the new staff members hired for the 2007-2008 school year.
- Long-term substitutes will be hired for business and special education classes.
- Open houses have been scheduled for September 23 (Middle School) and September 25 (High School).
- The annual back-to-school barbecue will be held on the first day of school.

S. Winchell

Item 6.4: Assistant Superintendent for Business Report, Sarita Winchell

- Explained the revised General Fund budget status report, which showed totals for all budget transfers.
- Dorfman-Robbie will begin the external audit on September 2. They will present their findings at the October Board meeting.

M. Goyer

Item 6.5: Operations & Maintenance and Transportation, Michael Goyer

- The building project is going smoothly; however, the floors in the gym will probably not be done in time for the start of school.
- The new vestibule has been a "work in progress". Heavy rain has delayed completion.
- Work on the floor tiles will begin on August 18.
- The condition of the playground will be assessed for damage when the contractors are done. They will repave the area, if necessary.
- The results of the DOT Bus Inspection System Operator Profile showed that VCSD had a 100% passing rate for the 63 buses inspected between May 2007 and May 2008. Mr. Goyer commended Ken Lee, Kevin McDermott and Tom Smith for their dedication to safety and a commitment to sound maintenance practices.

L. Langevin

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

- Announced that the Food Allergy Committee would meet on Tuesday, August 12 with Dr. Colucciello facilitating the meeting.
- As this was her last meeting as Superintendent, Mrs. Langevin thanked everyone for a memorable experience during her tenure at Voorheesville and expressed her best wishes for the future endeavors of the District.

**BOE COMMITTEE
REPORTS**

BOARD OF EDUCATION COMMITTEE REPORTS

*Building Project &
Facilities:
(No Report)*

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

The committee had nothing to add to the previous comments regarding the building project.

*Curriculum
(No Report)*

Item 7.2: Curriculum Committee, D. Gibson, L. Henkel, K. Kroencke

The committee had nothing to report.

*Planning &
Governance*

Item 7.3: Planning & Governance Committee, C. J. Coffin, D. Gibson, K. Kroencke

The committee met on July 28 and is recommending several special education policies and a policy on child abuse in a domestic setting for a first reading under Item 7.5. Interim Superintendent, Raymond Colucciello will be working with Mrs. Langevin on a part-time basis until her retirement on the 1st of September.

Item 7.4: Audit Committee, T. Blow, L. Henkel, G. Hubert

The committee met earlier this evening. Henry Binzer, Internal Auditor, reported on the state of Extracurricular Activities, including recommendations for committee consideration. He also reported on his investigation regarding lack of robust bidding for occasional plumbing repair work and septic system maintenance. The committee met the candidate being recommended for the position of claims auditor to replace James McAssey on his retirement. Mr. McAssey has agreed to stay on for a few weeks after his retirement to train the new claims auditor.

Audit Committee

Item 7.5: Board of Education Policies – First Reading

On a motion by Mr. Coffin, seconded by Mr. Gibson and carried unanimously, the Board approved the first reading of the following policies:

APPROVED:

First Reading –
Board of Education
Policies

- 4321.2 School-Wide Pre-Referral Approaches and Interventions
- 4321.4 Independent Educational Evaluations
- 4321.6 Availability of Alternative-Format Instructional Materials for Students with Disabilities
- 4321.7 District-wide and Statewide Assessments of Students with Disabilities
- 4321.8 Impartial Hearing Officer Appointment and Compensation
- 4321.9 Declassification of Students with Disabilities
- 4321.10 Programs and Services for Parentally-Placed Nonpublic School Students with Disabilities
- 4321.11 Public Report on Revisions to District Policies, Practices, and Procedures upon a Finding of Significant Disproportionality
- 4321.12 Preschool Special Education
- 5460 Child Abuse in a Domestic Setting

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

Item 8.1: Side Letter of Understanding – Voorheesville Administrators Association

Re: *Inclusion in Capital EAP Program, Non-Resident Tuition*

Approved a Side Letter of Understanding between the Voorheesville Administrators Association and the District that: 1) includes the VAA in the Capital EAP Program, which is sponsored and paid for by the District, and 2) is consistent with Board policy which allows VAA members, whose children reside out of District but attend the Voorheesville Schools, to be charged the tuition rate of 8% of the tuition rate established by Board policy for the 2008-2008, 2009-2010, and 2010-2011 school years. The Board authorized Superintendent Linda Langevin to sign the Side Letter of Understanding.

VAA Side Letter of
Understanding:
*Re: Inclusion in
Capital EAP
Program, Non-
Resident Tuition*

Item 8.2: Tax Certiorari

Approved the following resolution to create a Reserve for Tax Certiorari effective June 30, 2008:

Tax Certiorari

Whereas, the Voorheesville Central School District has the potential loss of funds due to potential assessment adjustments to property of William J. Cade, and

Whereas, the District wants to provide for possible settlement while minimizing the impact on the 2008-2009 funding year, therefore be it

Resolved, that the Board of Education authorize the creation of a Reserve for Tax Certiorari effective June 30, 2008, in the amount of \$35,000 to provide for the impact of potential assessment adjustments by the courts, and be it further

Resolved, that surplus funds be used to support this reserve, and be it further

Resolved, that such funds be segregated from General Fund operating cash as outlined in Section 3651 of Education Law.

Item 8.3: Approval of Tax Warrant: 2008-2009 School Year

Approved the Tax Warrant for the 2008-2009 school year as presented.

TAX Warrant for
2008-2009

Item 8.4: Approval of School Lunch Budget: 2008-2009

Approved the school lunch budget for the 2008-2009 school year as presented in the special report on the school lunch program.

School Lunch
Budget for
2008-2009

Item 9.1: Kensington Woods DEIS Letter of Response – Discussion

Discussion was held regarding the District's response to the Draft Environmental Impact Statement for the proposed Kensington Woods development. The Board agreed that they did not want to submit a "blended" response with the Town of New Scotland. The Town has not yet set a date for the public hearing, and Mrs. Langevin said that all Board members would receive an electronic copy of the draft letter for their review and input. This item will come back to the Board at the regular September meeting.

Discussion:

*Kensington Woods
DEIS Response Letter*

Miscellaneous
Items

Item 10.1: Miscellaneous Items

The following miscellaneous items were noted:

- Advanced Placement scores for 2008
- Budget Status Reports: 07/01/07 through 06/30/08

Executive Session:
9:40 p.m.

Item 11: Anticipated Executive Session

On a motion by Mr. Kroencke, seconded by Mr. Coffin and carried unanimously, the Board moved into executive session at 9:40 p.m. for the purpose of discussing contractual issues and the employment history of particular individuals.

Regular Session:
11:00 p.m.

The Board returned to regular session at 11:00 p.m.

Adjournment:
11:02 p.m.

On a motion by Mr. Hubert, seconded by Mr. Kroencke and carried unanimously, the meeting was adjourned at 11:02 p.m.

President

Clerk, Board of Education