

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

Regular Board of Education Meeting
May 10, 2010

David M. Gibson, President
Large Group Instruction Room

Page 1

Board Members Present:

David M. Gibson, President
C. James Coffin, Vice Present
Timothy E. Blow
Cheryl L. Dozier
Gary A. Hubert
Kevin T. Kroencke

Board Members Absent:

Lisa A. Henkel

ADMINISTRATION PRESENT:

Teresa Snyder, Sarita Winchell, Mark Diefendorf, Brian Whitley, Thomas Reardon, Patrick Corrigan, Michael Goyer, Robin Jacob, Frank Faber

OTHERS PRESENT:

Justin Brusgul, Karen Conroy, Sherry Burgoon, Barbara Bleyman, Mariel Chu, Brian Kaplan, Erin Kaplan, Maribeth Bernarde, David Burch, Robin Jacob, Pam Standish, Rebecca Hoffman, Kristine Gravino, Cindy Monaghan, Kathy Fiero, Donna Fitzgerald, Martha Mackey, Laura Minnick, Ed Hampston, Laurie Lysenko, Sara Hotopp, Dorothea Pfleiderer

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 with the exception of Dr. Henkel.

Call to Order:
7:30 p.m.

Item 2: 2010-2011 Budget Hearing, Sarita Winchell

Mrs. Winchell offered a PowerPoint presentation of the 2010-2011 school budget. She discussed the proposed budget of \$21,657,394, a decrease of \$5,044 from last year's budget. Mrs. Winchell reviewed the major expenses and noted that the biggest increase is in fringe benefits, mainly from increases in retirement system costs. On the three-part budget, it was noted that the program budget is increasing by \$40,081 while the administrative and capital budgets will decrease. A bus proposition will be presented to the voters separately for the purchase of two 60-passenger buses and one 28-passenger bus. Finally, Mrs. Winchell reminded the public that the vote will be held on Tuesday, May 18 from 2:00 to 9:00 p.m. in the middle school foyer.

2010-2011 Budget Hearing

Item 3: Presentation: New York State School Report Card

School districts are required, by law, to hold a public presentation of the New York State School Report Card. Karen Conroy presented the components of the report card; results of the school report card for 2008-2009; data by grade, cohort, and gender for the elementary and middle schools; and data by discipline (secondary). She concluded her discussion by telling the Board that the District has an opportunity to apply for a NYS grant for *Student Tracker for High Schools* program which would enable the district to track high school graduates in college. Ninety-two percent (92%) of colleges and universities, nationwide, participate in this program. The Board asked Mrs. Conroy to proceed with submitting the application.

Presentation:

NYS School Report Card

Student Tracker for High Schools Grant

Item 4: 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 April 12, 2010.

Approval of Minutes:
04/12/10; 04/26/10

A motion was made by Mr. Coffin and seconded by Mr. Blow to approve the minutes of the special meeting of April 26, 2010. The minutes were approved by a 4-0 vote; Mr. Gibson and Mr. Kroencke abstained.

Item 5.1: Opportunity for students to address the Board

There were no comments.

Opportunity for Students to Address the BOE

Item 5.2: Opportunity for the public to be heard

There were no comments.

Opportunity for Public to be Heard:

Mr. Kroencke addressed the public regarding his absence during the PTA *Meet and Greet the Candidates Night* on Thursday, May 6. He was unable to be there due to a family emergency, but invited anyone who had questions regarding his bid for re-election as a BOE member to contact him via a web-site he has established: schoolboard@nycap.rr.com.

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

Item 6.1.1: Treasurer's Report

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

Treasurer's Report:

Warrants**Item 6.1.2: Warrants**

The following warrants were accepted:

<i>Warrant:</i>	<i>Date:</i>	<i>Amount</i>
Multi-Fund Warrant #41:	March 31, 2010	\$ 298,089.21
Payroll Covering Warrant #42:	March 30, 2010	\$ 453,020.15
Multi-Fund Warrant #43:	April 14, 2010	\$ 280,939.63
Payroll Covering Warrant #44:	April 14, 2010	\$ 453,973.32

Verbal Resignation:**Item 6.2: Verbal Resignation**

T. Gaige Accepted the verbal resignation of Timothy Gaige, Custodial Worker, effective April 27, 2010.

Item 6.3: Leave RequestLeave Request:*M. Jordan*

Approved the request of Melissa Jordan, Elementary Teacher, for a parental leave commencing on or about August 8, 2010, with an expected return to work on October 18, 2010. Mrs. Jordan will initially use sick time followed by Family Medical Leave once the sick time runs out. She reserves the right to extend the leave in accordance with Article 8.9.5 of the VTA Contract.

Substitute TeacherAppointments:*BOCES Sub. Registry***Item 6.5: Substitute Teacher Appointments from BOCES Substitute Registry**

Approved the Capital Region BOCES Substitute Registry appointments for the 2009-2010 school year as presented.

A motion was made by Mr. Kroencke and seconded by Mr. Coffin to approve the Summer 2010 Enrichment Program Personnel. Mr. Diefendorf pointed out that there was an error as presented on the agenda. It was noted that the MST Engineering / Robotics Workshop will be instructed by Daniel Chaize and Joseph Iannotti. The motion was amended and approved by a unanimous vote.

Summer 2010EnrichmentProgram Personnel**Item 6.4: Summer 2010 Enrichment Program Personnel**

Approved the following instructors to teach the Summer 2010 Enrichment Program at a fee of \$50 per workshop hour. *(These courses and student fees were approved by the BOE on March 8, 2010).*

<u>COURSE</u>	<u>INSTRUCTOR</u>
Weight Training Workshop	Matthew Robinson
Everything Art Workshop	Kristen Wells
Digital Photography for Elementary School Students	Mary Anne Milano
Baseball Training Workshop	Kyle Turski
Digital Photography for High School Students	Kyle Turski
Microsoft Office Suite Workshop	Andrea Burch
MST Engineering / Robotics Workshop	Daniel Chaize, Joseph Iannotti
Cole Writers Institute	Brian Stumbaugh

A motion was made by Mr. Coffin and seconded by Mr. Kroencke to approve the following item. The motion was approved by a 5-0 vote. Mr. Hubert abstained.

Special EducationSummer 2010Program**Item 6.6: Special Education Summer 2010 Program**

Approved the following appointments for the Special Education Summer 2010 Program effective July 6 through August 12, 2010. *(Note: Salaries in accordance with UEV/VTA salary schedules. The District is reimbursed for 80% of this program)*

Donna Fitzgerald, Part-time Special Education Teacher, 15 hours per week

Salary: \$47.82 per hour

Jennifer Scott, Part-time Special Education Teacher, 9 hours per week

Salary: \$39.67 per hour

Lynn Goyer, Part-time Teacher Assistant, 9 hours per week

Salary: \$17.82 per hour

Portia Hubert, Part-time Teaching Assistant, 9 hours per week

Salary: \$19.68 per hour

Cynthia VanWie, Part-time Speech Therapist, 9 hours per week

Salary: \$49.29 per hour

Lisa Herzog, Part-time Physical Therapist, 3 hours per week

Salary: \$45.21 per hour

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

Summer 2010 DriverEducationAppointment**Item 6.7: Summer 2010 Driver Education Appointment**

Approved the appointment of Jeffrey Young as instructor for the summer 2010 driver education program effective June 28 – August 13, 2010.

Salary: \$12,240.00 (36 students @ \$340.00 per student)

Item 6.8: CSE Recommendations

Approved the following recommendation by the *Committee on Special Education* as outlined at meetings held on March 18, 2010, March 24, 2010, March 25, 2010, March 29, 2010, April 13, 2010, April 14, 2010, April 15, 2010, and April 21, 2010.

CSE
Recommendations

Item 6.9: Voting Machine Preparation

Approved Paul Barrowman to prepare three voting machines for the School Budget Vote/Election and the Public Library Budget Vote/Election on Tuesday, May 18, 2010
Fee: \$35.00 per machine

Voting Machine
Preparation:

P. Barrowman

Item 6.10: Resolution Appointing Personnel for School/Library Budget Vote and Election

Approved the resolution appointing personnel for the School/Library Budget Vote and Election to be held on Tuesday, May 18, 2010, as outlined in the enclosure folder.

Appointment of
Election Personnel

Item 6.11: Declaration of Surplus/Obsolete Items (Textbooks)

Declared the items on the inventory list provided in the enclosure folder 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

Item 6.12: Out-of-Town Student Field Trip Request

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

Freshman Class Trip

Destination: Six Flags New England
Date: Friday, May 28, 2010 (*non-school day*)
Cost to student: \$40 per student (*includes coach bus transportation*)
Requestor: Anne Lyons, Advisor

Out-of-Town
Student Field Trip
Request

Item 6.13: Requests for Non-Public School Transportation: 2010-2011

Approved requests for non-public school transportation for sixty-eight (68) students to private schools for the 2010-2011 school year as submitted in the enclosure folder.

Non-Public School
Transportation
Requests

Item 6.14: Special Board of Education Meeting Date

Approved the date of Thursday, July 1, 2010 at 7:30 AM for the annual reorganizational meeting.

Special BOE
Meeting Date:
July 1, 2010

Item 6.15: Revenue Anticipation Note

Approved the following Revenue Anticipation Note resolution dated May 10, 2010:

Revenue
Anticipation Note

A **RESOLUTION** delegating power to the President of the Board of Education of Voorheesville Central School District, Albany County, New York to authorize the issuance of and to sell not exceeding \$2,000,000 Revenue Anticipation Notes of said school district in anticipation of the collection of revenues to be received as State Aid by the said school district from the State of New York during the fiscal year of said school district during the 2009-2010 fiscal year of said school district.

Item 6.16: Permanent Civil Service Appointment

Approved the permanent Civil Service appointment of Lisa Herzog, Physical Therapist, who has qualified under Albany County Civil Service, effective May 11, 2010.

Permanent Civil
Service Appt:
Lisa Herzog

ADMINISTRATIVE REPORTS

Item 7.1: Elementary School Report, Thomas Reardon

- The Elementary Drama Club did a wonderful job presenting “*Mulan Jr.*” during the last weekend in April. All performances were sold out.
- New York State Math tests were administered May 5-7.
- Grade 5 Activity Night will be held on May 14.
- The Site-Based Team will meet on May 20 to discuss ways to increase volunteerism at the elementary school and how to become a more earth-conscious building.

ADMINISTRATIVE
REPORTS

T. Reardon

Item 7.2: Middle School Report, Brian Whitley

- Administration of the NYS Assessments has been consuming a great deal of time; however, the students have been holding up admirably.
- The Middle School Student Council held a peace pole planting ceremony on May 7. This project was started last year and Alana Fiero worked to continue it to completion this year. Peace poles have been planted worldwide as a way of demonstrating a commitment to peace. The Voorheesville peace pole conveys the message “may peace prevail on Earth” in Spanish, French, English, and Hebrew.
- Mr. Whitley acknowledged Steve Suriano, Jon Glisson, and the Middle School students for the fine job they did in presenting “*The Brothers Grimm: Out of Order*”, and “*Murder at the Banquet*” on May 5 through 7.
- The final Teen Night will be held on June 4 for grades 6 and 7. Fifth grade students who will be moving up to the middle school next year have been invited to attend.

B. Whitley

- M. Diefendorf* **Item 7.3: High School Report, Mark Diefendorf**
- A parent night will be held on Wednesday for parents of 8th grade students who will be transitioning to 9th grade next year.
 - The Junior Prom will be held on Friday, May 21, at the Hall of Springs in Saratoga.
 - Mr. Diefendorf announced that Karen Dawson will be the Valedictorian and Michael Soressi the Salutatorian for 2010.

- S. Winchell* **Item 7.4: Assistant to the Superintendent for Business Report, S. Winchell**
- The school safety plan has been reviewed and will go to the Safety Committee for further review. If satisfactory, the plan will be presented to the Board of Education in June.
 - The capital project at the elementary school has been approved by SED. We expect to receive bids for the work on May 19. Bid awards will be presented for Board approval on June 7.
 - The Facilities Committee will meet to discuss the upcoming Building Condition Survey. We will be writing RFP's for an architect to conduct the survey.
 - Bids for the renovation of the physics room will be going out in a week or two.

- M. Goyer* **Item 7.5: Operations, Maintenance, and Transportation Report, M. Goyer**
- Mr. Goyer noted that the building condition survey plays a major part in how our facilities are maintained and which projects may come up in the future.
 - Permits for the elementary school project have been posted in the doorways. This project will encompass sidewalk, curb, and pavement repair and boiler repair.
 - Appointments for the summer bus routes will be presented for approval on the June agenda.

- T. Snyder* **Item 7.6: Superintendent's Report, Teresa T. Snyder**
- Dr. Snyder announced that on Tuesday evening, May 11, a suicide prevention workshop would be held. A panel of experts from the Albany County Department for Children, Youth and Families discussed at-risk behaviors and strategies for coping when a suicide occurs.
 - Reminded the public that the budget vote and Board of Education elections will be held on Tuesday, May 18, from 2:00 to 9:00 p.m.

**BOARD OF
EDUCATION
REPORTS**

BOARD OF EDUCATION COMMITTEE REPORTS

- Facilities* **Item 8.1: Facilities Committee**
- The final work on the elementary school is nearing completion.
 - The physics room is actually a chemistry lab, and the teacher had concerns about being able to teach physics labs in the current facility. The enrollment for physics classes has increased over the last several years, and the renovation will improve instruction.

- Curriculum* **Item 8.2: Curriculum Committee**
- The committee met to review the results of the New York State School Report Card.
 - Discussed feedback from the Superintendent Conference Day on March 26.
 - Plans are being made for next year: what students are reading, what they should be reading.
 - The committee will meet again on June 3.

- Policy & Governance* **Item 8.3: Policy & Governance Committee**
- Met on May 4 to review the agenda for this evening's meeting.
 - Reviewed a policy on the code of ethics for local governments. This policy has been referred to the school attorney for review and input.
 - Recommended Policy 5281, Interscholastic Athletics Academic Eligibility Policy, for approval by the full Board.

- Audit* **Item 8.4: Audit Committee**
- Met prior to this evening's meeting to review and sign the engagement letter with Bonadio & Co. for the 2010 independent school audit.
 - Marvin and Company began their internal audit of the district last; the New York State Comptroller's office began their audit last week, as well.

- Evaluation* **Item 8.5: Evaluation Committee**
- The committee met on April 30 to discuss the Annual Professional Performance Review document based on use of the document during the past school year. The committee would like the document to include more informative comments.

- Communications* **Item 8.6: Communications Task Force**
- The task force met on April 26 to discuss mechanisms for communicating. Using "Twitter" is one possibility that is being reviewed.

Item 9.1: Tenure Recommendations

On a motion by Mr. Kroencke, seconded by Dr. Dozier and carried unanimously, the following tenure resolutions were approved:

Tenure
Recommendations

9.1.1 Recommended Action on the following resolution:

RESOLVED, that upon the recommendation of Superintendent of Schools, Teresa T. Snyder, subject to New York State Education Law §3013, the following person is appointed to tenure effective September 1, 2010, in the stated tenure area:

Maribeth Bernarde
Elementary Education

M. Bernarde

9.1.2 Recommended Action on the following resolution:

RESOLVED, that upon the recommendation of Superintendent of Schools, Teresa T. Snyder, subject to New York State Education Law §3013, the following person is appointed to tenure effective September 1, 2010, in the stated tenure area:

David Burch
Elementary Education

D. Burch

9.1.3 Recommended Action on the following resolution:

RESOLVED, that upon the recommendation of Superintendent of Schools, Teresa T. Snyder, subject to New York State Education Law §3013, the following person is appointed to tenure effective September 1, 2010, in the stated tenure area:

Mariel Chu
School Social Worker

M. Chu

9.1.4 Recommended Action on the following resolution:

RESOLVED, that upon the recommendation of Superintendent of Schools, Teresa T. Snyder, subject to New York State Education Law §3013, the following person is appointed to tenure effective September 1, 2010, in the stated tenure area:

Ashley Hillard
Elementary Education

A. Hillard

9.1.5 Recommended Action on the following resolution:

RESOLVED, that upon the recommendation of Superintendent of Schools, Teresa T. Snyder, subject to New York State Education Law §3013, the following person is appointed to tenure effective September 1, 2010, in the stated tenure area:

Brian Kaplan
Music Teacher

B. Kaplan

9.1.6 Recommended Action on the following resolution:

RESOLVED, that upon the recommendation of Superintendent of Schools, Teresa T. Snyder, subject to New York State Education Law §3013, the following person is appointed to tenure effective September 1, 2010, in the stated tenure area:

David Lawrence
Social Studies Teacher

D. Lawrence

9.1.7 Recommended Action on the following resolution:

RESOLVED, that upon the recommendation of Superintendent of Schools, Teresa T. Snyder, subject to New York State Education Law §3013, the following person is appointed to tenure effective September 1, 2010, in the stated tenure area:

Kimberly Simon
Science Teacher

K. Simon

9.1.8 Recommended Action on the following resolution:

RESOLVED, that upon the recommendation of Superintendent of Schools, Teresa T. Snyder, subject to New York State Education Law §3013, the following person is appointed to tenure effective September 1, 2010, in the stated tenure area:

Theodore Simons
Science Teacher

T. Simons

9.1.9 Recommended Action on the following resolution:

RESOLVED, that upon the recommendation of Superintendent of Schools, Teresa T. Snyder, subject to New York State Education Law §3013, the following person is appointed to tenure effective September 1, 2010, in the stated tenure area:

S. Stoyle

*Stephannie Stoyle
Mathematics Teacher*

Resolutions in
Recognition of
Service

Item 9.2: Resolutions in Recognition of Service

On a motion by Mr. Coffin, seconded by Dr. Dozier, and carried unanimously, the Board adopted the Resolutions in Recognition of Service of Barbara L. Bleyman, Sherry T. Burgoon, Mark E. Diefendorf, Judith E. Hundemann, and Kathleen Rudd.

Policy 5281 –
Second Reading

Item 9.3: BOE Policy 5281 – Second Reading

On a motion by Mr. Kroencke, seconded by Mr. Coffin and carried unanimously, the Board of Education approved the second reading of Policy 5281, Interscholastic Athletics Academic Eligibility Policy, as presented in the enclosure folder.

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

Acceptance of
Donation

Item 9.4: Acceptance of Donation

The Board gratefully accepted a donation from the Hannaford Helps Program in the amount of \$564.00 for the Elementary School.

Budget
Amendment

Item 9.5: Budget Amendment – Gifts and Donations

Amended the 2009-2010 budget to allow for the expenditure of the Hannaford Helps Program gift donation to the District in the amount of \$564.00; and increased the revenue code A2705 to reflect the receipt of these funds.

Budget code to be amended is:

Elementary School

Teaching Supplies K-6	\$564.00	A21105010198
-----------------------	----------	--------------

MOA w/ S.
Winchell

Re: Family Illness

Item 9.6: Memorandum of Agreement with Assistant Superintendent for Business

Approved the Memorandum of Agreement between the Voorheesville Central School District and Sarita Winchell, Assistant Superintendent for Business regarding Family Illness time.

Resolution:

VCSD as Lead
Agency
Physics Lab

Item 9.7: Resolution re: VCSD as Lead Agency for the Proposed Junior/Senior High School Reconstruction CSI Section 9, 15, 16 (Physics Laboratory)

Approved the following resolution to define themselves as Lead Agency in Regard to the proposed Junior/Senior High School capital project as follows:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE VOORHEESVILLE CENTRAL SCHOOL DISTRICT AS FOLLOWS:

1. Pursuant to State Environmental Quality Review Act (SEQRA) amended June 26, 2000 and effective July 12, 2000, and the resulting Commissioner of Education Regulation 8 NYCRR amended effective November 15, 2000, the Voorheesville Central School District will act as Lead Agency in determining compliance with SEQRA in regard to **Project Number 01-10-03-06-0-001-014**. **The scope of this project is defined as “Junior/Senior High School Reconstruction CSI Section 9, 15, 16.” (Physics Laboratory)**
2. NYSDEC Regulations Part 617 defines Lead Agency as follows:
“Lead agency means an involved agency principally responsible for undertaking, funding, or approving an action, and therefore responsible for determining whether an environmental impact statement is required in connection with the action, and for the preparation and filing of the statement if one is required.”
3. A copy of this resolution shall be placed on file in the office of the District Clerk where the same shall be available for public inspection during business hours.

This resolution shall take effect immediately.

Resolution:

SEQRA Type II –
Physics Lab

Item 9.8: Resolution re: SEQRA Type II Action Junior/Senior High School Reconstruction Project

Approved the following resolution declaring the above capital project constitutes a “SEQRA Type II Action” as follows:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE VOORHEESVILLE CENTRAL SCHOOL DISTRICT AS FOLLOWS:

1. Based upon the review by the Board of Education of the proposed capital project, Number 01-10-03-06-0-001-014, the scope of which is defined as “Junior/Senior High School Reconstruction CSI Section 9, 15, 16.” (Physics Laboratory)”, the Board hereby finds that the proposed action constitutes a “Type II Action” as such quoted term is defined in the State Environmental Quality Review Act and the regulations of the Department of Environmental Conservation of the State of New York (6 NYCRR part 617, as amended) promulgated thereunder (“SEQRA”) and, therefore, is not subject to any further review by the School District under SEQRA. A Listing of such Type II actions is attached hereto. The action consists of routine activities of an educational institution with no contemplated expansion of the existing facilities and any improvements to such facilities will be in the nature of replacement rehabilitation or reconstruction of the facilities in kind, on the same site.
2. A copy of this resolution shall be placed on file in the office of the District Clerk where the same shall be available for public inspection during business hours.

This resolution shall take effect immediately.

Item 10.1: Opportunity for the Public to be Heard

Mr. Brusgul thanked David Gibson for his service to the district as a Board members.

Opportunity for
Public to be Heard

Item 10.2: Opportunity for the Board to be Heard

There were no comments

Opportunity for
Board to be Heard

Item 11: Miscellaneous

Budget Status Report: 07/01/09 – 03/31/10

Miscellaneous

Item 12: Executive Session

On a motion by Mr. Kroencke, seconded by Dr. Dozier and carried unanimously, the Board moved into Executive Session at 9:00 p.m. to discuss the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspensions, dismissal, or removal of a particular person or corporation.

Executive Session:
9:00 p.m.

Item 13: Return to Regular Session

The Board came out of Executive Session at 10:30 p.m.

Return to Regular
Session:
10:30 p.m.

Item 14: Adjournment

On a motion by Mr. Blow, seconded by Mr. Coffin and carried unanimously, the meeting was adjourned at 10:32 p.m.

Adjournment:
10:33 p.m.

President, Board of Education

Clerk, Board of Education