

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

Regular Board of Education Meeting
October 19, 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:

ADMINISTRATION PRESENT:

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

OTHERS PRESENT:

Brenda Zeh, Steve Relyea, Robin Burch, Donna Fitzgerald, Mary Kelly, Chris Allard, Kathy Fiero, April Levy, Lynn Kelly, Chris Berte, Deb Baron, 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.

Call to Order:
7:35 p.m.

Item 1.3 Instructions on Public Comment at BOE Meetings, David Gibson

Mr. Gibson addressed the audience regarding public comment during Board meetings. He asked that individuals wait until that opportunity to address the Board from the podium. He advised that personnel items, negative or positive, should not be discussed in public. Mr. Gibson also reviewed the chain of command within the district, and asked that individuals follow this protocol when concerns arise.

Instructions on Public Comment at BOE meetings

Item 2: External Audit Report, Alan Walther – Bonadio & Co., LLP

Alan Walther of Bonadio & Co., LLP, explained the financial statement together with the independent audit report for the 2008-2009 school year. He reported that the District had conformed with accounting principles generally accepted in the United States of America. This is the highest level of assurance that can be received.

External Audit Report

Item 3: Approval of Minutes

On a motion by Mr. Coffin, seconded by Mr. Hubert and carried unanimously, the Board approved the minutes of the regular meeting of September 14, 2009, and the special meeting of September 30, 2009.

Approval of Minutes:
09/14/09, 09/30/09

Item 4.1: Opportunity for students to address the Board

There were no comments.

Opportunity for Students to Address the BOE

Item 4.2: Opportunity for the public to be heard

Mrs. Allard told the Board that the unions are very pleased with the two new administrators, Mr. Reardon and Mr. Whitley. She also thanked the Board for the opportunity to serve the district for many years.

Opportunity for Public to be Heard:

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

Item 5.1.1: Treasurer's Report

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

Treasurer's Report:

Item 5.1.2: Warrants

The following warrants were accepted:

Warrant:	Date:	Amount
Multifund Warrant #11:	September 16, 2009	\$ 137,883.46
Payroll Covering Warrant #12:	September 9, 2009	\$ 162,321.91
Payroll Covering Warrant #13:	September 16, 2009	\$ 309,827.57

Warrants

Item 5.2: Leave Requests Pursuant to Article 8.9 of the VTA Contract

Approved the request of Megan Bruno (*Occupational Therapist*) for parental leave. The leave will commence on or about November 16, 2009, with an expected return to work on April 1, 2010. Mrs. Bruno will use accumulated sick time during the first eight weeks of the leave and requests Family Medical Leave for the remainder.

Leave Requests:

M. Bruno

Approved the request of Kille Lewis (*Special Education Teacher*) for parental leave. The leave will commence on or about December 14, 2009, with an expected return to work on January 26, 2009.

K. Lewis

Approved the request of Carrie Nowik (*Elementary School Teacher*) for parental leave effective October 13, 2009 through November 6, 2010.

C. Nowik

Substitute ES Item 5.3.1: Substitute Elementary Teacher**Teacher:**
*T. Stryker*Approved the appointment of Tracy Stryker as substitute elementary teacher (Grade 1) effective October 18, 2009 through November 6, 2009. Ms. Stryker will replace Mrs. Nowik during her leave.
Salary: Step 1 (MA) of the VTA Contract (*pro-rated*)**Substitute Nurse:***P. Vorees***Item 5.3.2 Substitute Nurse**Approved the appointment of Patricia Vorees as substitute nurse for the middles school / high school effective October 20, 2009 through December 2009. Ms. Vorees will replace Mrs. Jones during her leave.

Salary: Step 1 (BA – 70%) of the VTA Contract

Substitute Food Service Helpers:*J. O'Connor
M. McQuade***Item 5.3.3 Substitute Food Service Helpers**

Approved the following persons as substitute Food Service Helpers effective October 20, 2009, at a rate of pay of Step 1 of the UEV contract.

Joanne O'Connor
Margaret McQuade**Substitute Bus Drivers:***J. Markham***Item 5.4 Bus Driver Appointments**

Approved the following bus driver appointments:

Jennifer Markham, School Bus Driver
Effective: November 2, 2009 (*10-month position; 4 hours per day*)
Salary: Step 2 of the UEV Contract*D. Burkins-Hanlon*Donna Burkins-Hanlon, Substitute Bus Driver
Effective: October 20, 2009
Salary: Substitute driver scale (hourly at Step 1 of UEV Contract)*D. Chase*David J. Chase, Substitute Bus Driver
Effective: October 20, 2009
Salary: Substitute driver scale (hourly at Step 1 of UEV Contract)**Swim Instructor/Lifeguard***M. Wilson
J. Cohen
L. Chatnik
L. Roehr***Item 5.5: Swim Instructor / Lifeguard**

Approved the following swim instructor and/or lifeguard appointments for the Voorheesville Central School District effective October 20, 2009.

Salary: \$8.50 per hour
Matthew Wilson Leah Chatnik
Jess Cohen Lindsay Roehr**BOCES Substitute Registry****Item 5.6: Substitute Teacher Appointments from BOCES Substitute Registry**

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

Coaching Appointments:**Item 5.7: Coaching Appointments: 2009-2010**

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

<u>David Burch</u>	Boys' JV Basketball	Step 4
<u>Andrew Karins</u>	Boys' Freshman Basketball	Step 4
<u>Lynn Kelly</u>	Winter Cheerleading	Step 8
<u>Matthew Robinson</u>	Varsity Wrestling	Step 2
<u>Thomas Kurkjian</u>	Boys' Varsity Volleyball	Step 8
<u>Vaclav Sotola</u>	Boys' Varsity Swimming	Step 8

Creation of Extracurricular Clubs:*MS Writers Club
MS HS Art Club***Item 5.8: Creation of Extracurricular Clubs**

Approved the creation of a Middle School Writer's Club and a Middle School / High School Art Club with a salary schedule the same as the Elementary Art Exploration Club as per the VTA contract.

Extracurricular Appointments**Item 5.9: Extracurricular Appointments: 2009-2010**

Approved the following extracurricular appointments for the 2009-2010 school year.

<u>April Levy</u>	International Club Co-Advisor	½ of Step 1
	<i>Effective: November 1, 2009</i>	
<u>Deborah Devenpeck</u>	International Club Co-Advisor	½ of Step 1
	<i>Effective: November 1, 2009</i>	
<u>Stephannie Stoyle</u>	Masterminds Advisor	Step 1
<u>Nicole Strevell</u>	Envirothon Advisor	Step 1
<u>Susan Podgorski</u>	Middle School Writer's Club	Step 3

Mandarin Chinese Program*S. Thompson***Item 5.10: Mandarin Chinese Program**Approved the Advanced Mandarin Chinese Program and the appointment of Shih-Chia (Nikki) Thompson as instructor with a recommended stipend of \$1,760, effective October 26, 2009.

Item 5.11: Approval of Request for Non-Public School Transportation

Approved a request for non-public school transportation for one (1) additional student to private school for the 2009-2010 school year, as follows:

(Note: We will be transporting a total of 70 students to private schools)

Bethlehem Children's School

Kindergarten

Non-Public School
Transportation
Requests

Item 5.12: Out-of-Town Student Field Trip Request

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

7th Grade Class Trip

Destination: Boston, MA

Date: Friday, June 11, 2010

Cost to student: \$57 per student (Includes Transportation)

Cost to district: Substitutes: 1 or 2 substitutes may be needed to cover the classes of teachers going on the trip

Requestor: Jessica Bradshaw

Out-of-Town Field
Trip Request

Item 5.13: 2010 Budget Calendar

This item was tabled until the November meeting.

2010 Budget
Calendar
TABLED

ADMINISTRATIVE REPORTS

ADMINISTRATIVE
REPORTS

Item 6.1: Elementary School Report, Thomas Reardon

- The elementary open houses were very successful with a 97% attendance rate.
- On October 29, Rochelle Soloway will meet again with each grade level to begin the process of personal goal setting. A video presentation, detailing the benefits of her work with the students, will be presented to the BOE on November 9.
- The Bike Ride for Missing and Exploited Children was held on September 25. Seventy cyclists came through. Mr. Reardon thanked the PTA for providing breakfast sandwiches for the riders.
- A K-5 assembly will be held on October 30 based upon the text "Have You Filled Your Bucket Today?" Students will participate in team-building and positive self-esteem activities led by their classroom teachers.
- In preparation for the November parent-teacher conferences, the next edition of the Blackbird Bugler will have an article by Mr. Reardon on effective parent-teacher conferences.

T. Reardon

Item 6.2: Middle School Report, Brian Whitley

- Mr. Whitley reported that middle school open houses were well attended.
- The *Rachel's Challenge* assembly was held on October 7. Mr. Whitley gave special recognition to Mr. Corrigan who was responsible for coordinating this event. The program was well received by the students and will continue to be promoted during the school year.
- First quarter progress reports were sent out on October 14.
- The 8th grade field trip to New York City went very smoothly.
- The Student Council book fair will be held October 21-23 and will coincide with the middle school teen night on October 23, hosted by the Natural Helpers.

B. Whitley

Item 6.3: High School Report, Mark Diefendorf

- High school first quarter progress reports were issued on October 14.
- Student Government will hold a blood drive on October 20 from 8:00 a.m. to 2:00 p.m.
- The annual Cabaret Concert will be held on Saturday, October 7 at 7:00 p.m.

M. Diefendorf

Item 6.4: Assistant to the Superintendent for Business Report, S. Winchell

- The bond refunding was completed last week.
- Discussed the Governor's budget and the \$379,000 reduction in state aid to Voorheesville School District. Mrs. Winchell discussed options to compensate for the loss in revenue.

S. Winchell

Item 6.5: Operations, Maintenance, and Transportation Report, M. Goyer

- Two new substitute bus drivers were appointed.
- The new school bus will be delivered at the end of the month.
- The annual visual inspections and fire inspections will be done next week.
- The capital project is very close to being completed.

M. Goyer

Item 6.6: Superintendent's Report, Teresa T. Snyder

- Dr. Snyder announced that October 19 – 23 is Board of Education Recognition Week. She thanked the Board members for their dedication and devotion to the school district. Dr. Snyder offered cake to the Board members as a gesture of appreciation.
- Will visit with Mr. Burns' classroom on Tuesday to read with the students.
- Congratulated Sarita Winchell on finalizing the \$1.14 million refunding bond.

T. Snyder

BOARD OF EDUCATION COMMITTEE REPORTS

BOARD OF
EDUCATION
COMMITTEES

Item 7.1: Facilities Committee

The committee met on September 29 to discuss the capital project punch list; the annual fire and visual inspections; and fire alarm maintenance.

Facilities

Curriculum

Item 7.2: Curriculum Committee

The committee has met several times since the start of the school year; one meeting with Mr. Reardon and Mrs. Conroy to begin drafting goals and objectives. The committee requested that Rochelle Soloway present to the Board on her work with district at the November BOE meeting.

Policy & Governance

Item 7.3: Policy & Governance Committee

The committee met on October 13 to review several policies which have been added to the agenda for consideration by the full Board under Item 8.6. The policy on Internet Safety will need further review. The committee will continue to look at policies where changes are needed. They will also work to do away with policies that are no longer needed.

Audit

Item 7.4: Audit Committee

The committee met with Alan Walther of Bonadio & Co. prior to this evening's BOE meeting to review and discuss the independent audit report. Mr. Blow recommended acceptance of the report under Item 8.1 on the agenda.

Evaluation

Item 7.5: Evaluation Committee

The committee met with Dr. Snyder on October 8. They are in the process of drafting the evaluation of the superintendent.

Communications

Item 7.6: Communications Committee

Mr. Gibson recommended changing this group from a committee to a task force that is targeted, focused, and time-limited. He will develop a draft charter to clarify the goals of the task force.

APPROVED

Independent Audit Report

Item 8.1: Acceptance of 2008-2009 Independent Audit Report

On a motion by Mr. Blow, seconded by Dr. Henkel and carried unanimously, the Board approved the following resolution to accept the 2008-2009 audit report:

RESOLVED, that the Voorheesville Board of Education accept the audit report for the 2008-2009 fiscal year, as prepared by the firm of Bonadio & Co., LLP, Certified Public Accountants, P.C., 6 Wembley Court, Albany, New York 12205.

Resolutions in Recognition of Service

Item 8.2: Resolutions in Recognition of Service

On a motion by Mr. Kroencke, seconded by Mr. Blow and carried unanimously, the Board approved the resolutions in recognition of Service of Christine Allard, Sheila Lobel, and Robert Streifer.

Discussion:

CanaRX

Item 8.3: CanaRx Discussion

Mrs. Winchell advised the Board that they must decide whether the district will offer employees the option to participate in the purchase of CanaRx drugs. Legal opinion says that opting to use this plan could open the district to a lawsuit from the FDA or other legal enforcement agencies. Other government agencies are moving ahead with using this system with great success. If the Board decides to offer CanaRx, employees would not be required to purchase medications through this plan; it is a personal option. After discussion, the Board agreed they would like more information about CanaRx and the legal ramifications before making a decision. Mrs. Winchell said she will do more research in order to continue the discussion at the November BOE meeting.

On a motion by Mr. Coffin, seconded by Mr. Kroencke and carried unanimously, Item 8.4, 8.6, 8.7, 8.8, and 8.9 were approved.

APPROVED

Intermunicipal Agreement with Guilderland CSD

Item 8.4: Intermunicipal Agreement

Approved the Intermunicipal Agreement between Guilderland Central School District and Voorheesville Central School District for transportation of students to LaSalle Institute (Troy) and Tech Valley High as outlined in the enclosure folder. There is no cost to the District for this transportation exchange.

Discussion:

Topics for future BOE meetings

Item 8.5: Discussion: Focus for future meetings

Mr. Gibson asked the Board to think about topics they would like to discuss at future Board meetings and share these ideas at the November 9 meeting. Items should fit in with Board of Education goals for the school year. In keeping with American Education Week (November 15 – 21), the focus of the November 9 meeting will be curriculum and literacy.

BOE Policies – First & Second Readings

Item 8.6.1 BOE Policy – First Reading

Approved the first reading of 0320, Evaluation of Superintendent.

Item 8.6.2 BOE Policies – Second Readings

Approved the second readings of the following policies:

Policy 1050: Annual District Election and Budget Vote
Policy 5460: Child Abuse, Maltreatment or Neglect in a Domestic Setting

Item 8.7: Acceptance of Donations

Gratefully accepted the following donations:

Acceptance of Donations

- Voorheesville PTA LifeTouch Fundraiser
Elementary Principal's Discretionary Fund \$ 1,038.00
- Target
Elementary Principal's Supply fund \$ 259.69

Item 8.8: Budget Amendment

Amended the 2009-2010 budget to allow for the expenditure of the following gift donations to the Voorheesville Central School District in the amount of \$1,297.69; and to increase the revenue code A2705 to reflect the receipt of these funds.

Budget Amendment

Budget code to be amended is:

Elementary School

Elementary Principals' Discretionary Fund	A2020.50101	\$ 1,038.00
Elementary Principal's Supply Fund	A2020.50101	\$ 259.69

Item 8.9: Budget Amendment – Tax Certiorari

Amended the 2009-2010 budget to fund the expenditure for the William J. Cade Settlement Order in the amount of \$32,366.05; funding to be provided from the Reserve for Tax Certiorari account A864.

Budget Amendment for Tax Certiorari

Budget code to be amended is:

Tax Refunds	A1964.449	\$32,366.05
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Item 9.1: Opportunity for the Public to be Heard

There were no comments

Opportunity for the Public to be Heard

Item 9.2: Opportunity for the Board to be Heard

The Board members briefly discussed the New York State School Boards Convention they had attended in New York City from October 15 – 18.

Opportunity for the Board to be Heard

Item 10: Miscellaneous

Budget Status Reports: 07/01/09 – 08/31/09

On a motion by Mr. Blow, seconded by Mr. Kroencke and carried unanimously, the meeting was adjourned at 9:30 p.m.

Adjournment:
9:30 p.m.

President, Board of Education

Clerk, Board of Education