

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

**Regular Board of Education Meeting**  
**April 11, 2011**

**C. James Coffin, President**  
**Large Group Instruction Room**

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**Board Members Present:**

C. James Coffin, President  
Cheryl L. Dozier, Vice President  
Timothy E. Blow  
Kristine L. Gravino  
Lisa A. Henkel  
Gary A. Hubert  
Cynthia Monaghan

**Board Members Absent:**

**ADMINISTRATION PRESENT:**

Teresa Snyder, Sarita Winchell, Imran Abbasi, Thomas Reardon, Brian Whitley, Michael Goyer, Joseph Sapienza, Robin Jacob

**OTHERS PRESENT:**

Pat Conway, Chris Allard, Laura Minnick, Tricia Putman, Pam Standish, Robert Hoffman, Jean McKay, Sadye Goldfarb, Ben Mackay, Lydia Parker, Erik Patak, and Alex Relyea, Dorothea Pfleiderer

Mr. Coffin called the meeting to order at 7:38 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:  
7:38 p.m.

**Item 2: Presentations**

Odyssey of the Mind, Jean McKay

Jean McKay, Odyssey of the Mind Advisor, introduced the members of the middle school team: Sadye Goldfarb, Ben Mackay, Lydia Parker, Erik Patak, and Alex Relyea. The team will represent New York State at the Odyssey of the Mind World Finals in Maryland. Mrs. McKay played a video which showed the students' solution to this year's problem, "The Tour Guide", featuring Amelia Bedelia. The students will compete with 25 other countries on May 27-30.

Presentations:

*Odyssey of the Mind*

Concession Stand & Athletics, Joseph Sapienza

Mr. Sapienza addressed the Board on behalf of a group of individuals who are proposing the construction of a concession facility in the athletic complex of Voorheesville High School. A concession feasibility plan was originally presented to the Board in July 2010. Mr. Sapienza discussed the benefits of a concession facility and a project summary. It was noted that the Voorheesville Community & School Foundation has awarded a grant of \$20,000 for the project. In addition, \$5,000 in private funding has been obtained. Mrs. Winchell said that the project will be discussed with the Facilities Committee later in the week. Architects from Mosaic Associates will assist in presenting the plan to the State Education Department. With a letter of intent, we can submit the plans; SED will assign a project number and the District can move forward. The Board unanimously approved moving forward with the letter of intent. It was noted that all labor would be provided by parents and community members.

*Concession Stand*

Mr. Sapienza also provided an update on the Colonial Council sports programs. Freshman basketball, state-wide is in the greatest jeopardy of being cut. At this point, no school in the league will be adding freshman basketball back into their programs. Also, the league will not allow sports to be self-funded. Mr. Sapienza has been investigating playing with other leagues; however, most have policies that do not allow participation by schools outside of the league. He will report to the Board in May with a recommendation.

*Athletics*

**Item 3: Approval of Minutes**

On a motion by Mr. Blow, seconded by Dr. Gravino and carried unanimously, the Board approved the minutes of the special budget meeting of March 7, 2011; the regular meeting of March 14, 2011; and the special budget meeting of March 28, 2011.

Approval of Minutes:  
03/07/11; 03/14/11;  
03/28/11

**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**

There were no comments.

Opportunity for Public to be Heard:

On a motion by Mr. Blow, seconded by Ms. Monaghan carried unanimously, the Board approved the following items 5.1 through 5.5 with item 5.6 being tabled for executive session.

**Item 5.1.1: Treasurer's Report**

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

Treasurer's Report

Warrants

**Item 5.1.2: Warrants**

The following warrants were accepted:

<i>Warrant:</i>	<i>Date:</i>	<i>Amount</i>
Multi-Fund Warrant #41:	March 14, 2011	\$ 140,568.87
Payroll Covering Warrant #42:	March 1, 2011	\$ 449,281.94
Payroll Covering Warrant #43:	March 15, 2011	\$ 455,962.95
Multi-Fund Warrant #44:	March 31, 2011	\$ 418,129.61

Substitute Teacher  
Appointments:  
BOCES Registry

**Item 5.2: BOCES Substitute Registry Appointment**

Approved Capital Region BOCES Substitute Registry appointments for the 2010-2011 school year as presented in the enclosure folder.

Non-Resident  
Student Admission  
Request

**Item 5.3: Non-Resident Student Admission Request**

Approved the following requests for admission of non-resident student for the 2011-2012 school year:

<i>Student</i>	<i>Grade</i>	<i>Requestor</i>
<u>Steven Lindsay</u>	Grade 8	Michelle Lindsay

Technology Support  
Specialist  
(Education)  
M. J. Maxwell

**Item 5.4: Technology Support Specialist (Education) – Amendment**

Amended the effective date of appointment for Mary Jude Maxwell, Technology Support Specialist (Education), to May 2, 2011.  
(The original effective date was April 24)

Bid Award:

Infield Groomer

**Item 5.5: Bid Award – Infield Groomer w/Scarifier & Rake Assembly**

Authorized Assistant Superintendent for Business, Sarita Winchell, to approve the purchase of a Toro Infield Groomer with Scarifier & Rake Assembly at a maximum cost of \$11,300.55 from Grassland, Grassland Equipment is a sole source supplier of Toro Commercial Equipment in upstate New York.

District Technology  
Coordinator  
POSPONED

**Item 5.6: District Technology Coordinator  
Postponed for Executive Session**

ADMINISTRATIVE  
REPORTS

**ADMINISTRATIVE REPORTS**

T. Reardon

**Item 6.1: Elementary School Report, Thomas Reardon**

- The parent group is done reading Boys and Girls Learn Differently. The book initiated the sharing of ideas and suggestions for improved student programming, both socially and academically. The staff book group will begin reading the book.
- The after-school “Homework Center” is becoming more popular with students. The center operates one day per week with junior and senior high school students assisting the elementary students.
- Class lists for 2011-2012 should be completed by next week.
- The elementary drama performance of Alice in Wonderland, Jr. was great and was very well attended.

B. Whitley

**Item 6.2: Middle School Report, Brian Whitley**

- Congratulated the middle school Odyssey of the Mind team for their success in the state competition. Mr. Whitley hopes to display their work in the PAC gallery.
- The middle school staff and students are preparing for the state assessment tests in May.
- On April 4, Karen Conroy presented to the middle school faculty on the use of technology/technological skills taught at the elementary level. The objective is to avoid duplication of technology instruction and ensure that previously developed skills are expanded upon.
- Welcomed Ms. Gaspary back from her leave. Ms. Olby will continue working for the District teaching grade 6 English to replace Ms. Jennifer Zeh. The interview process to replace Ms. Zeh and Mrs. Podgorski (English 8) will begin in late April.

I. Abbasi

**Item 6.3: High School Report, Imran Abbasi**

- Congratulated Kevin Connolly, the Times Union Baseball Player of the Week and the Varsity Baseball team for being named the Times Union’s team of the Week.
- Recognized 10<sup>th</sup> grader, Rachel Lee, who won first place at Capital Region History Day held at the NYS Museum. Ms. Lee’s exhibit, “Conservation, Competition, Co-Existence: Making Peach with Wolves” was chosen from the high school entries. She will compete at the New York State competition to be held at the Farmer’s Museum in Cooperstown.

S. Winchell

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

- The District has received the 2011 School Safety Excellence Award, which includes a monetary award of \$500.
- Mrs. Winchell said she would present the budget updates under New Business.

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

- The bus drivers were given physical examinations by Dr. Silverman. Everyone is in good health.
- Discussed Policy 8115, which is being presented for revision under New Business. Paul Relyea and Mike Goyer are certified pesticide technicians. They do not apply pesticides to playing fields or turf; however, the revised policy would allow using pesticides in the case of emergencies (e.g. bee infestation). Mr. Goyer said in an emergency situation, they would apply the pesticide as early in the day as possible.

M. Goyer

**Item 6.6: Superintendent's Report, Dr. Teresa Snyder**

- Dr. Snyder presented Board member Lisa Henkel with a Developmental Achievement Award from NYSSBA.

T. Snyder

**BOARD OF EDUCATION COMMITTEE REPORTS**

**BOARD OF ED.  
COMMITTEE  
REPORTS**

**Item 7.1: Audit Committee**

- Met prior to the regular Board meeting. Marvin & Company attended and provided a report on procedures in the Business Office. The findings were minor in nature – there are no controls that need to be changed.
- Reviewed the school lunch fund. The lunch program continues to be self-sustaining.
- Reviewed the corrective action plan in response to the NYS Comptroller's audit. The plan will be presented to the Board for approval on May 9, before submission to the comptroller.

Audit

**Item 7.2: Curriculum/Evaluation Committee**

- The committee will meet on April 14 to discuss the District Educational Goals for 2011-2012.

Curriculum

**Item 7.3: Facilities Committee**

- The committee will meet on Wednesday, April 13, to discuss the five-year capital plan.

Facilities

**Item 7.4: Policy & Governance Committee**

- Met on April 5 to review the policies being presented under Item 8.4.
- Discussed the possibility of trimester reporting at the elementary school.

Policy &  
Governance

**Item 7.5: Update: Drug/Alcohol Task Force**

- The task force will meet on April 26. The survey should be forwarded to us from BOCES by the end of the week. Mr. Abassi is hopeful that the results will be available by the April 26 meeting.
- In May the task force will present recommendations to the Board for changes in policies next year with regard to drug and alcohol use.

Drug/Alcohol Task  
Force

**Item 8.1: 2011-2012 School District Budget**

Mrs. Winchell presented an update on the proposed 2011-2012 budget. Since the March 28, 2011 meeting, we have learned that the District will receive \$79,659 more in State Aid. The District is proposing that the money be used to reduce taxes (\$53,599) and adjust other expenses (\$26,100) as follows:

**Discussion:**

2011-2012 Budget

- Add back the .5 FTE music teacher
  - Add back 1.0 FTE teaching assistant for special education
  - Add back \$12,000 for electricity
  - Adjust fringe benefits to the Education Jobs Fund (minus \$5,081)
  - State budget restores summer special education to the original 80% rate.
- This will reduce summer special education expenses by \$35,500.

The budget total is now \$21,266,222; a decrease of \$391,172 or -1.81%. This is a tax levy increase of \$308,583 or 2.07%. Mrs. Winchell discussed the impact on current teaching staff and the effect enrollment has had on the budget. She stressed that reduction in teaching staff is a result of decreasing enrollment and is driven by seniority in the tenure area, not grade levels. Realignment and reductions of non-teaching staff was discussed.

On a motion by Ms. Monaghan, seconded by Mr. Blow and carried unanimously, the Board of Education approved the 2011-2012 school district budget in the amount of **\$21,266,222**.

**Approval of  
2011-2012 Budget:**  
\$21,266,222

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

**Item 8.2: Resolution to Extend Probationary Period**

Approved extending the probationary period for Susan M. Brockley (secondary mathematics) through June 30, 2012.

**Resolution to Extend  
Probationary  
Period:**  
S. Brockley

**Item 8.3: Employee Benefit Management Services w/Capital Region BOCES**

Approved the Letter of Commitment with Capital Region BOCES to participate in the Employee Benefit Management Services Co-Ser for health insurance consulting and named the New York State Municipal Benefit Coalition as the District's broker of record effective July 1, 2011.

**Employee Benefit  
Management Svcs.  
w/Capital Region  
BOCES:**  
Broker: NYS  
Municipal Benefit  
Coalition

BOE Policy First Reading; Second Reading; Revision

**Item 8.4: Board of Education Policies**

**8.4.1: First Reading**

Approved the first reading of Policy 8631, *Electronic Media Disposal*.

**8.4.2: Second Reading**

Approved the second reading of Policy 6660, *Independent / External Audits*.

**8.4.3: Revision**

Approved the revisions to Policy 8115, *Pesticides and Pest Management*.

Acceptance of Donation

**Item 8.5: Acceptance of Donation**

Gratefully accepted a donation from Bryant Asset Protection in the amount of \$500.00 for the Elementary School "Go Beyond" Program.

Budget Amendment

**Item 8.5: Budget Amendment – Gifts and Donations**

Amended the 2010-2011 budget to allow for the expenditure of the Bryant Asset Protection gift donation in the amount of \$500.00; and to increase the revenue code A2705 to reflect the receipt of these funds.

Budget code to be amended is:

Principal Supplies K-6	\$500.00	A211050101
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Opportunity for Public to be Heard

**Item 9.1: Opportunity for the Public to be Heard**

There were no comments

Opportunity for Board to be Heard

**Item 9.2: Opportunity for the Board to be Heard**

- Mr. Hubert announced that he will be seeking re-election as a member of the Board of Education.
- Dr. Henkel acknowledged the Voorheesville Community & School Foundation for the \$20,000 grant toward the concession stand.
- Dr. Gravino said that the 5<sup>th</sup> grade play was phenomenal.

Executive Session:

8:43 p.m.

On a motion by Ms. Monaghan, seconded by Dr. Gravino and carried unanimously, the Board moved into Executive Session at 8:43 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, suspension, dismissal, or removal of a particular person or corporation.

The Board returned to regular session at 10:22 p.m.

District Technology Coordinator:

R. Carte

**Item 5.6: District Technology Coordinator**

On a motion by Ms. Monaghan, seconded by Mr. Blow and carried unanimously, the Board approved the appointment of Robert Carte as District Technology Coordinator effective July 1, 2011. Salary per contract.

Adjournment:

10:30 p.m.

On a motion by Dr. Gravino, seconded by Ms. Monaghan and carried unanimously, the meeting was adjourned at 10:30 p.m.

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*President, Board of Education*

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*Clerk, Board of Education*