

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

Regular Board of Education Meeting
September 13, 2010

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, Brian Whitley, Thomas Reardon, Patrick Corrigan, Michael Goyer

OTHERS PRESENT:

Thomas Mensching, Steve Relyea, Tom Sweeney, Patrick Sweeney, Martha Mackey, Pam Standish, Debbie Jasinski, Chris Allard, Kathy Fiero, Deb Baron, Laura Minnick, Dorothea Pfeleiderer

Mr. Coffin 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. Dozier. Dr. Dozier arrived at 7:33 p.m.

Call to Order:
7:30 p.m.

Item 2: Presentation – Renzulli Learning System, Dr. Snyder

Dr. Snyder presented an overview of the Renzulli Learning System which uses differentiation as a learning tool. Differentiated learning is the process of matching a child's interests, learning styles, and abilities to a database of on-line and off-line activities. Each activity has been reviewed to make sure it is educationally sound. To begin, students complete a survey. The answers to these questions are used to build an individualized profile for the child and match that child to relevant learning activities within the database. Teachers can use this system as a tool to meet students' individual needs and learning styles. Parents can also access the system to work with their children at home.

Presentation:
Renzulli Learning System

Item 3: Approval of Minutes

On a motion by Dr. Henkel, seconded by Ms. Monaghan and carried unanimously, the Board approved the minutes of the special meeting of August 12, 2010 and the regular meeting of August 16, 2010.

Approval of Minutes:
08/12/10; 08/16/10

Item 4.1: Opportunity for students to address the Board

Patrick Sweeney, an 11th grade student, addressed the Board regarding the attributes of have a Lacrosse team and asked the Board to consider supporting a team in the spring.

Opportunity for Students to Address the BOE

Item 4.2: Opportunity for the public to be heard

Comments/concerns:

- Tom Sweeney, representing Voorheesville Blackbird Youth Lacrosse, asked to be added to the October 18, 2010 agenda to present further information, including funding a team and Title IX concerns. At that time, they will formally request the Board's consideration in establishing a school team, adding that they would need a decision from the Board by December. Mr. Coffin responded that the October agenda was full, so if not in October, Mr. Sweeney could present in November. The Board requested that Mr. Sapienza, Coordinator of Athletics, be in attendance for the presentation.
- Thomas Mensching shared information with the Board about how the STAR program affects taxes. He noted that of the three townships within the Voorheesville School District (New Scotland, Guilderland, and Berne), New Scotland residents are paying the lowest taxes. He also recommended that the 2011 budget brochure include STAR amounts to give taxpayers a better understanding of their tax bills.

Opportunity for Public to be Heard:

On a motion by Mr. Blow, seconded by Dr. Dozier 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:

Warrants

<i>Warrant:</i>	<i>Date:</i>	<i>Amount</i>
Multi-Fund Warrant #6:	August 13, 2010	\$ 164,500.21
Payroll Covering Warrant #7:	August 4, 2010	\$ 117,185.88
Payroll Covering Warrant #8:	August 18, 2010	\$ 113,930.16

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

Resignations:

Item 5.2: Resignations

Accepted the following resignations:

C. Diamond

Cynthia Diamond, Food Service Helper

Effective: August 17, 2010

Reason: Accepted different employment

Joelle Lydon

Joëlle Lydon, .4 FTE Spanish Teacher

Effective: October 8, 2010

Reason: Accepted a full-time position with another school district

Extension of Leave:

Item 5.3: Extension of Leave

*M. Jordan
(Grade 2)*

Approved the request of Melissa Jordan (Grade 2) to extend her parental leave until November 1, 2010. Mrs. Jordan originally expected to return to work on October 18, 2010.

Long-Term

Substitute

Extension:

*L. Pasquali
(Grade 2)*

Item 5.4: Long-Term Substitute Extension

Extended the appointment of Laura Pasquali as long-term elementary substitute teacher (Grade 2) from October 18 until October 29, 2010. Ms. Pasquali will replace Mrs. Jordan during her extended parental leave.

Music Teacher:

Item 5.5: Music Teacher (.5 FTE)

*K. Sabens-Hudson
(.5 FTE)*

Approved the appointment of Katherine Hudson-Sabens as .5 FTE music teacher for the middle school / high school effective September 1, 2010.

Salary: Step 3 (MA) of the VTA Contract

Food Service

Helpers:

Item 5.6: Food Service Helpers

Approved the following appointments effective September 14, 2010:

A. Guyer

Ann Guyer, Food Service Helper (10-month position; 2.5 hours/day)

Salary: Step 1 of the UEV contract

J. O'Connor

Joanne O'Connor, Food Service Helper (10-month position; 3.5 hours/day)

Salary: Step 1 of the UEV Contract

Substitute Nurses:

Item 5.7: Substitutes Nurses

Approved the appointment of the following substitute nurses effective September 14, 2010:

*K. Parrottino
J. Qualtere*

Karen Parrottino \$75.00 per day

Joan Qualtere \$85.00 per day

Substitute Teaching

Assistants (ES):

Item 5.8: Substitute Teaching Assistants

Approved the following teaching assistant appointments (elementary school) for the 2010-2011 school year. These substitutes will be paid \$65.00 per day in accordance with the substitute pay rate schedule.

*R. Hoffman
J. McDonnell
F. Rychick*

Rebecca Hoffman

Jeannie McDonnell

Francine Rychick

Substitute Bus

Driver:

J. Lawson

Item 5.9: Substitute Bus Driver

Approved the probationary appointment of John Lawson as a substitute bus driver effective September 14, 2010. Mr. Lawson will be paid the Board approved rate for retired employees.

On a motion by Dr. Henkel, seconded by Dr. Dozier and carried unanimously, the following items were approved:

Substitute Food

Service Helper:

J. Chase

Item 5.10: Substitute Food Service Helper

Approved the appointment of Jennie Chase as substitute food service helper effective September 14, 2010.

District Courier:

M. Young

Item 5.11: District Courier

Approved the appointment of Michael Young as District Courier effective September 13, 2010.

Salary: Step 10 of the UEV contract

Increase in Hours:

A. Parker

Item 5.12: Increase in Hours

Approved an increase in hours for Athena Parker from six and one-half hours per day (6.5) to seven hours per day (7) effective September 7, 2010. Ms. Parker will be providing 1:1 assistance to a middle school student.

Item 5.13: Extracurricular Appointments: 2010-2011

Approved the following extracurricular appointments for the 2010-2011 school year:

<u>Stacey Vitelli</u>	Elementary Art Club Advisor	Step 6
<u>Jean Mackay</u>	Odyssey of the Mind Advisor	Step 2
<u>David Lawrence</u>	Model UN Advisor	Step 2

Extracurricular
Appointments:

S. Vitelli
J. Mackay
D. Lawrence

Item 5.14: Substitute Teacher Appointments from BOCES Substitute Registry

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

Substitute Teacher
Appointments:
BOCES Registry

Item 5.15: CSE Recommendation

Approved the following recommendation by the *Committee on Special Education* as outlined at a meeting held on August 19, 2010. The Board also designated the Superintendent as signatory for health service contracts related to special education students' IEPs.

CSD
Recommendations

Item 5.16: Committee on Special Education

Approved the 2010-2011 Committee on Special Education / Committee on Preschool Special Education members as presented in the enclosure folder.

Committee on
Special Education
Members
2010-2011

Item 5.17: Custodian of Petty Cash Fund

Approved the assignment of Karen Belgiovine as petty cash custodian for the middle school (\$100.00) to cover properly itemized bills for supplies and services requiring immediate payment.
Effective: September 14, 2010

Custodian of Petty
Cash (Middle Sch)
K. Belgiovine

Item 5.18: 2010-2011 BOCES Classroom Rental and Ancillary Services Agreement

Approved the 2010-2011 Classroom Rental and Ancillary Services Agreement with BOCES and authorized Dr. Snyder to sign the agreement.

\$12,000	Classroom rental fee
<u>\$14,250</u>	Ancillary services fee
\$26,250	

2010-2011 BOCES
Classroom Rental
and Ancillary
Services
Agreements

On a motion by Dr. Gravino, seconded by Dr. Henkel and carried unanimously, the following items were approved:

Item 5.19: Bus Driver Appointment

Approved the appointment of George Klapp as school bus driver effective September 14, 2010.
Salary: Step 1 of the UEV Contract

Bus Driver
Appointment:
G. Klapp

Item 5.20: Change in Civil Service Title / Increase in Hours

Approved a change in Civil Service title for Michelle Moss (*elementary school main office secretary*) from Clerk I, Part-Time, to Keyboard Specialist effective September 14, 2010. The Albany County Civil Service Department has reinstated Mrs. Moss as a Keyboard Specialist. Her hours will increase to 8 hours per day (*7 hours per day in the summer*) from 4 hours per day.
Salary: Step 12 of the UEV Contract (*Keyboard Specialist*)

Change in Civil
Service Title –
Increase in Hours
M. Moss

Item 5.21: Out-of-Town Student Field Trip Request

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

Salem Field Trip (AP US History / English 11 Honors)
Destination: Salem, Massachusetts
Date: Friday, October 15, 2010
Student Cost: \$55.00 per student (*includes transportation by coach bus*)
District Cost: 2 Substitute Teachers
Requestor: April Levy, Thomas Gladd

Out-of-Town
Student Field Trip

ADMINISTRATIVE REPORTS

Item 6.1: Elementary School Report, Thomas Reardon

- The school year got off to a great start. A "Welcome Back" assembly was held on Friday, September 10.
- The Spirit Committee has chosen the text *Ordinary Mary's Extraordinary Deeds* for this year's team building/spirit project, which focuses on acts of kindness.
- The new recess schedule has been wonderful. Mr. Reardon calculated that the schedule gives students an extra 15 minutes of instructional time each day.

ADMINISTRATIVE
REPORTS

T. Reardon

Item 6.2: Middle School Report, Brian Whitley

B. Whitley

- The new school year is off to a great start. August 25 and 26 were staff days; the middle school welcomed four new staff members.
- Middle school locker night on September 2 was a fun evening with a large turnout of students and parents. Providing this time for the students to become acquainted with their surroundings added calmness to the first day of school.
- Middle school open house will be held on September 28; and the first teen night, sponsored by the Drama Club, is scheduled for October 15.
- Mr. Whitley expects the middle school TV station to be running by mid-year.

Item 6.3: High School Report, Imran Abbasi

I. Abbasi

- Mr. Abbasi discussed his three goals for the upcoming school year: professional development, communication, and student profiles. These goals will help to provide a framework for day-to-day teaching, guidance for professional development, and common vocabulary regarding teaching practices.
- Discussed the eSchool Parent Portal. This portal will allow teachers to post student information online so parents and students can have access in a timely manner and monitor academic progress. Mr. Abbasi's goal is to have all teachers online by the end of this school year. A small group of teachers have volunteered to pilot the program before it is implemented.

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

S. Winchell

- Mrs. Winchell said that the district contacted six area banks to obtain bonding for the purchase of school buses. Ballston Spa National Bank was chosen because they were offering the lowest rates. In accordance with the Code of Ethics, Mrs. Winchell publicly disclosed that Board member, Timothy Blow, is employed by Ballston Spa National Bank; however, the bonding transaction does not, in any way, benefit Mr. Blow.
- 2010-2011 will be the second year for the district to receive stimulus money. The district must submit an application by Tuesday. It is still unclear as to how the money will be used to preserve jobs in New York State.
- Tax bills were mailed on August 31, and we are in the collection process.

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

M. Goyer

- The elementary construction project is near completion: paving is done, new drains are installed, and the boiler room sump pump is operating.
- Paving was done in the athletic area behind the high school.
- The work on the physics lab is almost done. The students should be able to use the room very soon.
- Opening day went very well even with many changes to the bus routes. There is one less bus run this year.
- Mr. Goyer has spoken with the Albany County Sheriff's Department about ticketing vehicles parked in the fire lane at the elementary school. The department is reluctant to do this when vehicles are parked on private property. With regard to towing illegally parked vehicles, the Board discussed this again. Some members felt that the district should refrain from towing vehicles, while others felt strongly that illegally parked vehicles present a safety concern and should be towed at the owner's expense. It was decided that the Facilities Committee will discuss this and bring recommendations to the Board.
- The first two days of school were very warm. In keeping with the hot weather protocol, room temperatures on the third floor were monitored and the classroom windows and doors were opened for proper air flow.
- All administrators have received two-way radios which they will carry at all times. Each school has its own channel.

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

Dr. T. Snyder

- Dr. Snyder commended the custodial staff for a wonderful job in preparing the buildings and grounds for the opening of school.
- On Friday, September 17, Dr. Snyder will join other school superintendents in a meeting with John King, the Deputy Commissioner, to discuss the change in testing protocols.

**BOARD OF
EDUCATION
COMMITTEES**

BOARD OF EDUCATION COMMITTEE REPORTS

Item 7.1: Audit Committee

Audit Committee

- The committee met prior to the Board meeting. They reviewed the duties of the Claims Auditor and scheduled internal audits for the year.
- Prior to the October Board meeting, the committee will meet with the external auditors, Bonadio & Company, to review the results of the 2009-2010 audit. The final audit will be presented to the full Board for acceptance at the October 18, 2010 meeting.

Item 7.2: Curriculum/Evaluation Committee

- The committee will hold its first meeting for the school year on Thursday, September 16.

*Curriculum
Committee*

Item 7.3: Facilities Committee

- No report.

Facilities

Item 7.4: Policy & Governance Committee

- The committee met on September 8, to review the policies that are being presented under Item 8.2 on the agenda. They also reviewed the agenda for this evening's meeting.

*Policy &
Governance*

Item 8.1: Review of the Curriculum Committee Charter

Mr. Coffin requested that the charter be taken back to the committee for review and presented for Board discussion on October 18. He recommended two separate committees: a three-member Board of Education Curriculum Committee and a Staff Curriculum Committee, mainly consisting of the administrative team.

**Review of
Curriculum
Committee Charter**
Postponed until
October 18, 2010

Item 8.2: Board of Education Policies

On a motion by Mr. Blow, seconded by Ms. Monaghan, and carried unanimously, the Board approved the following policies:

BOE Policies

8.2.1 First Reading: Policy 2225 – Indemnification and Legal Defense

First Reading:
Policy 2225

8.2.2 Second Reading: Policy 5251 – Student Fund Raising Activities

Second Reading:
Policy 5251

8.2.3 Revisions:

Policy 5252: Student Activities Funds Management

Policy 2160: Code Ethics

Revisions:
*Policy 5252
Policy 2160*

Item 9.1: Opportunity for the Public to be Heard

There were no comments

**Opportunity for
Public to be Heard**

Item 9.2: Opportunity for the Board to be Heard

There were no comments

**Opportunity for
Board to be Heard**

On a motion by Dr. Gravino, seconded by Dr. Henkel, and carried unanimously, the Board moved into Executive Session at 9:00 p.m. to discuss proposed, pending, or current litigation; collection negotiations pursuant to Article 14 of the Civil Service Law; and 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.

The Board returned to regular session at 9:50 p.m.

**Return to Regular
Session:**
9:50 p.m.

On a motion by Mr. Blow, seconded by Ms. Monaghan and carried unanimously, the meeting was adjourned at 9:51 p.m.

Adjournment:
9:51 p.m.

President, Board of Education

Clerk, Board of Education