

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

Regular Board of Education Meeting
December 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
 Kristine L. Gravino
 Lisa A. Henkel
 Gary A. Hubert
 Cynthia Monaghan

Board Members Absent:

Timothy E. Blow

ADMINISTRATION PRESENT:

Teresa Snyder, Sarita Winchell, Imran Abbasi, Brian Whitley, Thomas Reardon, Michael Goyer

OTHERS PRESENT:

Karen Conroy, Steve Relyea, Pam Standish, Kathy Fiero, Laura Minnick, Nancy Rucks, Chris Allard, Dan Chaize, Dorothea Pfleiderer

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 Mr. Blow.

Call to Order:
 7:30 p.m.

Presentations:

Grant from the VCSF for Chimes

Item 2.1: Grant Presentation, Voorheesville Community & School Foundation

Nancy Rucks from the Voorheesville Community & School Foundation presented the District with a check for \$810 for the purchase of chimes which will be used in the elementary school. Mr. Coffin thanked Mrs. Rucks and the Foundation for the donation and their continued support of the district.

Literacy K-6

Item 2.2: Literacy K-6, K. Conroy, D. Chaize, T. Reardon, B. Whitley

Karen Conroy led the presentation on Literacy K-6. Mr. Reardon discussed the concepts being used at the K-5 level to provide a balanced literacy program. He described the guided summer reading program for students who tested below their grade level. All students were above grade level when the course was completed. Mr. Whitley discussed literacy at the middle school. Students reading below grade level are monitored and provided remediation. Mr. Chaize described literacy across content areas. The middle school teachers have made tremendous effort to intertwine curriculum.

Item 3: Approval of Minutes

On a motion by Dr. Dozier, seconded by Ms. Monaghan and carried unanimously, the Board approved the minutes of the regular meeting of November 8, 2010.

Approval of Minutes:
 11/08/10

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. Hubert, seconded by Dr. Gravino 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 #23:	November 15, 2010	\$ 232,080.62
Payroll Covering Warrant #24:	November 30, 2010	\$ 484,628.10
Multi-Fund Warrant #25:	November 30, 2010	\$ 581,555.87
Payroll Covering Warrant #26:	November 22, 2010	\$ 462,287.04
Capital Fund Warrant #3:	November 30, 2010	\$ 214,652.10

Item 5.2: Acceptance of Tax Collector's Report

Accepted the Tax Collector's report for the 2010-2011 school year as presented

Acceptance of Tax Collector's Report:
 2010-2011

Item 5.3: Personnel Items

5.3.1: Resignation

Accepted the resignation of Erin Everett, Special Education Teaching Assistant, effective January 3, 2011 for personal reasons.

Resignations:
 E. Everett

5.3.2: Special Education Teacher – Probationary Appointment

Approved the probationary appointment of Jennifer J. Molino as a special education teacher effective December 13, 2010.

Probationary Term: Three years

Salary: Step 4 (MA) of the VTA Contract

J. Molino

Substitute Bus
Monitors

5.3.3: Substitute Bus Monitors

Approved the appointment of the following substitute bus monitors effective December 14, 2010. The approved rate of pay for substitute bus monitors is Step 1 of the UEV contract scale for bus monitor.

K. Lloyd
E. Glath

Kirsty Lloyd
Elizabeth Glath

Substitute Teacher
Aides

5.3.4: Substitute Teacher Aides

Approved the appointment of the following substitute teacher aides effective December 14, 2010.

R. Hoffman
J. McDonnell
F. Rychick

Rebecca Hoffman
Jeannie McDonnell
Francine Rychcik

Lifeguard / Swim
Instructor:

5.3.5: Lifeguard / Swim Instructor

Approved the appointment of William Moyer as lifeguard / swim instructor for the Voorheesville Central School District effective December 14, 2010.

W. Moyer

Salary: \$9.00 per hour

Long-Term
Substitute (Grade 7
English

5.3.6: Long-Term Substitute – Grade 7 English (Amendment)

Amended the effective date of appointment for Kristen Olby to December 2, 2010 through April 1, 2011. Ms. Olby will replace Ms. Kathleen Gasparly during her leave. *(The original effective date was December 6, 2010)*

K. Olby

Leave Request:

5.3.7: Leave Request

Approved the request of Stacey Vitelli, Elementary Art, for a parental leave commencing on or about February 15, 2011, with an expected return to work on September 1, 2011. Ms. Vitelli will initially use sick time followed by Family Medical Leave for the remainder of the leave. She reserves the right to extend the leave in accordance with Article 8.9.5 of the VTA Contract.

S. Vitelli

Substitute Food
Service Helpers:

5.3.8: Substitute Food Service Helpers

Approved the following appointments for substitute food service helpers effective December 14, 2010, at the substitute pay rate of \$11.09 per hour.

L. Hoogkamp
C. VanVranken

Lisa Hoogkamp
Christy Van Vranken

Substitute Teacher
Appointments:
BOCES Registry

Item 5.4: 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.

CSE
Recommendations

Item 5.5: CSE Recommendations

Approved the following recommendations by the *Committee on Special Education* as outlined at meetings held on November 2, 2010 and November 4, 2010. The Board also designated the Superintendent as signatory for health service contracts related to special education students' IEPs.

Mid-Winter
2010-2011
Continuing
Education Program

Item 5.6: Mid-Winter 2010-2011 Continuing Education Program

Approved the Mid-Winter 2010-2011 Continuing Education program as presented in the enclosure folder. These courses are offered only to those participants enrolled in the Fall program.

Out-of-Town
Student Field Trips

Item 5.7: Out-of-Town Student Field Trips

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

Art Portfolio Prep Class

Destination: Museum of Modern Art, New York City

Date: Friday, January 7, 2011

Student Cost: \$51.00 per student

District Cost: School bus transportation to Poughkeepsie

Requestor: Marie Triller

Model UN Conference

Destination: Yale University, New Haven, CT

Date: Thursday, January 20 – Sunday, January 23, 2011

Student Cost: \$200.00 per student

Requestor: David Lawrence

Transfer of Club
Funds
(Builders Club to
Key Club)

Item 5.8: Transfer of Club Funds (Builders Club to Key Club)

Approved shifting the remaining funds of \$199.70 from the Builder's Club, discontinued effective November 8, 2010, into the account of Key Club, the parent organization.

ADMINISTRATIVE REPORTS

**ADMINISTRATIVE
REPORTS**

Item 6.1: Elementary School Report, Thomas Reardon

- Thanked the Voorheesville Community & School Foundation for the donation toward the chimes. The *Chimettes*, under the direction of Mrs. Matheke, will perform on December 22.
- The faculty has been discussing offering a second parent conference during the school year. Parents would have the opportunity to meet with their child's teacher in November and March. Parents were invited to respond to a survey about moving to a trimester reporting period. There were 146 respondents; 77% were in favor of moving to a second conference day in March.

T. Reardon

Item 6.2: Middle School Report, Brian Whitley

- The MS drama production of "All Swash – No Buckle" was wonderful. Mr. Whitley acknowledged Jon Glisson and Steve Suriano for the exceptional job they did in producing the play. A 7th grade student did an outstanding job choreographing the play.
- Middle school / high school students were released at 12:30 on December 1. The staff spent the afternoon in follow-up discussion of Heidi Hayes Jacobs' presentation.
- The 6th grade class went to the Albany Institute of History & Art for the Egypt exhibit.
- Students in grade 7 learned about the French and Indian War from Chris Shaw through stories and song on December 8.
- The middle school television station is scheduled to broadcast at the end of January. Thirty-eight students are involved in the effort.
- Middle school students will attend classes as usual during the January mid-term week.

B. Whitley

Item 6.3: High School Report, Imran Abbasi

- Expanding on the mid-term week schedule, Mr. Abbasi said that middle school students will be given the opportunity to come to the high school for an "elective fair". They will have a chance to meet with guidance counselors to review elective courses offered at the high school.
- Congratulated the girls' varsity volleyball team who finished the season as Colonial Council champions and finished in second place in the State Finals for Class C schools.
- Met with Dr. Alan Wagner from SUNY Albany to discuss offering a leadership program as a course of study for students who take on leadership roles in student council, student government, and extracurricular clubs. Students will work with college professors who will introduce leadership as a science.
- The Heidi Hayes Jacobs presentation caused good and bad conversations in the high school. Some faculty members are concerned about the timeline and whether we have direction and a plan. Mr. Abbasi and Mr. Corrigan have developed a three-year plan for curriculum mapping in the high school.

I. Abbasi

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

- Mrs. Winchell attended a meeting of the Workers' Compensation Consortium. Changes in the laws will raise the rates. Regulations are tightening the medical treatment guidelines. Mrs. Winchell said that belonging to this consortium saves the District 50% on workers' comp. costs.
- The Facilities Committee will meet on December 20 to discuss the building condition surveys. These will be discussed with the Board in January. Also in January, the Board will have an opportunity to see a five-year capital plan for the District.
- The ad hoc lunch committee met on December 8 to review responses to the parent survey. We need to communicate with parents as to what is available for student lunches. The registers in the cafeteria have been re-keyed so parents can see what is being served, and what their children are actually buying and eating. The committee will convene one more time in January to discuss food choices.

S. Winchell

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

- The fire inspections have been completed; we are waiting to receive certificates of occupancy.
- The mechanics were sent for training with Leonard Bus Company. Mr. Goyer explained that the training focuses more on electronics than mechanics. The mechanics are dealing more with diagnostics. International and Leonard Bus have provided a lot of support in using the tools and software.

M. Goyer

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

- Dr. Snyder said there have been mapping issues with some of the staff; however, she believes progress is being made to alleviate the issues. Dr. Snyder will report to the Board on the process beginning with essential questions.
- Changes are being made at the State level regarding testing, specifically, electronic scoring. BOCES will run a pilot using math exams. This is another unfunded mandate – SED will charge school districts a fee for giving exams and a fee for scoring exams.
- Dr. Snyder will attend network training for Race To The Top on Wednesday, December 15, at BOCES.

T. Snyder

BOARD OF EDUCATION COMMITTEE REPORTS

**BOARD OF ED.
COMMITTEE
REPORTS**

Item 7.1: Audit Committee

- Met with Jim Amell from Marvin & Company to review last year's risk assessment.
- Discussed recommendations for the coming year in four areas: payroll, Medicaid billing, purchasing of non-bid items, and extracurricular finances.

Audit

Curriculum

Item 7.2: Curriculum/Evaluation Committee

- Will meet with the Counseling Center staff on December 15.
- Attended the APPR Conference on December 10 with Dr. Snyder.

Facilities

Item 7.3: Facilities Committee

- No report.

Policy &
Governance

Item 7.4: Policy & Governance Committee

- Met on December 7 to discuss the two policies presented under New Business and to review the Board meeting agenda. Sarita Winchell presented an update on budget numbers in preparation for the 2011-2012 budget.

APPROVED:

Item 8.1. BOE Policies

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

Policy 5300 – Code
of Conduct
(First Reading)

- 8.1.1:** Policy 5300 – Code of Conduct
Approved the first reading of this policy

Mr. Coffin said that the Board will bring Policy 5300 to the floor for public discussion at the January 10, 2011 meeting. The language in the existing policy was not in line with current regulations regarding the discipline of students with disabilities. The policy needs to be revised to be in compliance with current laws.

Policy 1130 – News
Media Relations
(Second Reading)

- 8.1.2:** Policy 1130 – News Media Relations
Approved the second reading of this policy

**Acceptance of
Donation**

Item 8.2: Acceptance of Donations

On a motion by Dr. Dozier, seconded by Dr. Henkel and carried unanimously, the Board of Education gratefully accepted the following donations:

- General Electric Institute of International Education – 2010 GE Star Award:
\$500 in recognition of Karen Dawson who was nominated and selected to receive the 2010 GE Star Award
- Voorheesville Community & School Foundation
\$810 for the purchase of chimes for the music department

Budget Amendment

Item 8.3: Acceptance of Donation

On a motion by Ms. Monaghan, seconded by Dr. Gravino and carried unanimously, the Board of Education amended the 2010-2011 budget to allow for the expenditure of the following gift donation to the District, and to increase the revenue code A2705 to reflect the receipt of these funds. Budget code to be amended is:

Teaching Supplies – Science	\$500.00	A21105010214
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Elementary School:

Teaching Supplies – Music	\$810.00	A2110501031
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Executive Session:

8:50 p.m.

On a motion by Dr. Dozier, seconded by Dr. Henkel and carried unanimously, the Board moved into Executive Session at 8:50 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.

**Return to Regular
Session:**

9:40 p.m.

The Board returned to regular session at 9:40 p.m.

Adjournment:

9:42 p.m.

On a motion by Ms. Monaghan, seconded by Mr. Hubert and carried unanimously, the meeting was adjourned at 9:42 p.m.

President, Board of Education

Clerk, Board of Education