

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

Regular Board of Education Meeting
August 15, 2011

Timothy E. Blow, President
Large Group Instruction Room

Page 1

Board Members Present:

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

Board Members Absent:

ADMINISTRATION PRESENT:

Teresa Snyder, Gregory Diefenbach, Thomas Reardon, Imran Abbasi, James Franchini

OTHERS PRESENT:

Tricia Putman, Pat Conway, Chris Allard, Michael Weinstein, Mary Teresa Morgan, Christina Beauregard, Laura Minnick, Dorothea Pfliederer

Mr. Blow 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.

Call to Order:
 7:30 p.m.

Item 2: Presentation: Energy Update, Andrew Huth

Andrew Huth presented his report on the energy management program from September 2009 through July 2011. The district saved \$107,000 in energy costs over the last year; \$554,000 during the six years we have been involved in the program. The goal is to save \$1 million by the year 2016. Mr. Huth continues to send reminders to all staff to turn off lights and appliances during school breaks and vacations.

Presentations:
 Energy Update

Presentation: End of Year Report, Dr. Snyder

Dr. Snyder gave an end of year report on the academic performance of Voorheesville students. Her report included a comparison of the 2009-2010 and 2010-2011 ELA and math scores and comparison of Voorheesville to local similar schools. Across the State, students performed better on the math tests than the ELA. Disparity between genders was discussed. It was noted that girls are outperforming boys (a national trend), and this must address as part of our planning and preparation for next year.

End of Year Report

Item 3: Approval of Minutes

On a motion by Dr. Gravino, seconded by Mr. Coffin and carried unanimously, the Board approved the minutes of the reorganizational meeting of July 11, 2011 and the regular meeting of July 11, 2011.

Approval of Minutes:
 07/11/11

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

- District resident, Michael Weinstein, addressed the Board regarding the use of chemical pesticides on school grounds and playing fields. He described a number of toxic consequences to children who are exposed to pesticides. Mr. Weinstein asked the Board to educate themselves on what pesticides are being used on school grounds and how they are being used.

Opportunity for Public to be Heard:

On a motion by Ms. Monaghan, 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:

Warrants

<i>Warrant:</i>	<i>Date:</i>	<i>Amount</i>
Multi-Fund Warrant #1:	July 14, 2011	\$ 672,529.44
Payroll Covering Warrant #2:	July 5, 2011	\$ 119,034.49
Payroll Covering Warrant #3:	July 22, 2011	\$ 120,305.00
Multi-Fund Warrant #4:	July 29, 2011	\$ 583,646.71

Personnel Items

Resignation:

M. Bell

Item 5.2.1: Resignation

Accepted the resignation of Morgan Bell as Teaching Assistant.
Effective: August 24, 2011
Reason: Accepted full-time teaching position with another district

Probationary Appointments:

*C. Beauregard
(Music)*

Item 5.2.2: Probationary Appointment – Music Teacher (Elementary)

Approved the appointment of Christina Beauregard as Music Teacher effective September 1, 2011.
Probationary Term: Two years
Salary: Step 8 (MA) of VTA Contract

*M. MacArevey
(Teaching Asst.)*

Item 5.2.3: Probationary Appointment – Teaching Assistant

Approved the probationary appointment of Matthew MacArevey as teaching assistant (1:1) effective September 1, 2011.
Probationary Term: Three years
Salary: Step 2 of UEV Contract

*J. Raguette
(Teaching Asst.)*

Item 5.2.4: Probationary Appointment – Teaching Assistant

Approved the probationary appointment of Jennifer Raguette as teaching assistant effective September 1, 2011.
Probationary Term: Three years
Salary: Step 1 of UEV Contract

*Kara Carringi
(Teaching Asst.)*

Item 5.2.5: Probationary Appointment – Teaching Assistant

Approved the probationary appointment of Kara Carringi as teaching assistant (1:2) effective September 1, 2011.
Probationary Term: Three years
Salary: Step 1 of UEV Contract

Provisional Civil Svc. Appointment:

R. Carte

Item 5.2.6: Provisional Civil Service Appointment

Approved the provision Civil Service appointment of Robert Carte as Director of Technology (School District) effective July 1, 2011. Mr. Carte will be required to take the next Civil Service exam for Director of Technology (S.D.) when it is offered.

**Extracurricular Appointments:
2011-2012**

Item 5.2.7: Extracurricular Appointments: 2011-2012

Approved the following extracurricular appointments for the 2011-2012 school year:

<u>Steven Suriano</u>	MS Drama Play Director	Step 3
<u>Michael Guerette</u>	Elementary Student Council	Step 6
<u>Michael Guerette</u>	ES Drama Play Co-Director	½ Step 6
<u>Michele Snyder</u>	ES Drama Play Co-Director	½ Step 2
<u>Jason Herr</u>	Odyssey of the Mind Coordinator	Step 1

**Coaching Appointments
2011-2012**

Item 5.2.8: Coaching Appointments: 2011-2012

Approved the following coaching appointments for the 2011-2012 school year:

<u>Phillip Carducci</u>	Boys' Freshman Basketball	Step 7
<u>Theresa Luyckx</u>	Girls' JV Volleyball	Step 6
<u>Mary Kate Prendergast</u>	Varsity Cross Country Assistant	Step 2

Fall 2011 Driver Ed.

J. Young

Jeffrey Young

Salary: \$4,710.00 (Classroom: 24 students @ \$52.50; Car Section: 12 students @ \$287.50)

W. Van Alstyne

William Van Alstyne

Salary: \$3,450.00 (Car Section Only: 12 students @ \$287.50)

Substitute Teacher Aides/Teaching Assistants

Item 5.2.10: Substitute Teacher Aides / Teaching Assistants (Elementary)

Approved the following substitute teacher aide/teaching assistant appointments for the 2011-2012 school year:

<u>Francine Rychcik</u>	<u>Deborah Jasinski</u>
<u>Jeannie McDonnell</u>	<u>Jennifer Hampston</u>
<u>Margaret McQuade</u>	<u>Tanya Hensel</u>
	<u>Rebecca Horrman</u>

Item 5.2.11: Substitute Bus Monitors

Approved the following substitute bus monitor appointments for the 2011-2012 school year:

Kirsti Lloyd
Elizabeth Glath

Substitute Bus Monitors

Item 5.2.12: Swim Instructor/Lifeguard Appointments

Approved the following swim instructor and/or lifeguard appointments effective August 16, 2011:

<u>Michelle Saucedo-Arenas</u>	Lifeguard: \$ 9.00/hr.
	Instructor: \$ 12.00/hr.
<u>Alexandra Cunningham</u>	Lifeguard: \$ 9.00/hr.

Swim Instructor/Lifeguards

Item 5.2.13: Medical Chaperone for Athletic Contests: 2011-2012

Approved the appointment of Colleen Brackett as Medical Chaperone for 2011-2012 athletic contests effective August 16, 2011. Ms. Brackett will be compensated in accordance with Article 11.1 of the VTA Contract.

Medical Chaperone for Athletic Contests

C. Brackett

Item 5.3: CSE Recommendations

Approved the recommendations by the *Committee on Special Education* as outlined at the meetings held on May 2, 2011, May 4, 2011, May 6, 2011, May 9, 2011, May 16, 2011, May 17, 2011, May 18, 2011, May 23, 2011, May 25, 2011, May 26, 2011, May 27, 2011, June 1, 2011, and June 6, 2011. The Board designated the Superintendent as signatory for health service contracts related to special education students' IEPs.

CSE Recommendations

Item 5.4: 2011-2012 Preliminary AS-7 Contracts for Services

Approved the 2011-2012 Preliminary AS-7 contracts between Voorheesville Central School District and Capital Region BOCES for services provided by BOCES during the 2011-2012 school year.

2011-12 Preliminary AS-7 Contracts

Item 5.5: 2010-2011 Amended Final AS-7 Contracts for Services

Approved the amended 2010-2012 final AS-7 contracts between Voorheesville Central School District and Capital Region BOCES for services provided during the 2010-2011 school year.

2010-2011 Amended AS-7 Contracts

Item 5.6: 2011-2012 BOCES Classroom Rental and Ancillary Services Agreement

Approved the 2011-2012 BOCES Classroom Rental (one classroom) and Ancillary Services Agreements as submitted in the enclosure folder. The district will receive from BOCES:

\$12,000	Classroom Rental Fee
<u>\$14,250</u>	Ancillary Services Fee
<u>\$26,250</u>	

2011-2012 BOCES Classroom/Ancillary Services

Item 5.7: School Lunch Fund: 2011-2012

Approved the 2011-2012 School Lunch Fund budget as submitted in the enclosure folder.

School Lunch Fund Budget

Item 5.8: Nomination of Voting Delegate and Alternate for 2011 NYSSBA Convention

On a motion by Ms. Monaghan, seconded by Dr. Dozier and carried unanimously, the Board nominated the following delegate and alternate for the Annual Business Meeting of the New York State School Boards Association. The meeting will be held in Buffalo on October 29, 2011.

Voting Delegate:	<u>Gary A. Hubert</u>
Alternate:	<u>Lisa A. Henkel</u>

Voting Delegate/Alternate for NYSSBA Convention

ADMINISTRATIVE REPORTS

ADMINISTRATIVE REPORTS

Item 6.1: Elementary School Report, Thomas Reardon

- Introduced Christina Beauregard and congratulated here on being appointed to the elementary music position.
- Summer curriculum and instruction has been completed and approved. The work aligns with the Common Core Standards.
- Math expert, Gail Sobolewski, who worked with the elementary faculty last year has been secured to assist grade level teams in redesigning the math curriculum as it pertains to the Common Core Standards.
- Fifth grade schedules are ready with a change in the model this year. Students will remain in their homerooms in the morning and rotate to other classes in the afternoon.
- The Spirit Committee has chosen "gratitude" as their theme for the 2011-2012 school year.
- Twitter is being introduced as a communication method.
- The elementary school now has a weather station, which will provide 24/7 live coverage of atmospheric conditions.

T. Reardon

Item 6.2: Middle School Report, James Franchini

J. Franchini

- Attended administrative meetings during the month of July and officially began serving as middle school principal on August 1.
- Has met many of the department chairs and middle school teachers.
- Teacher schedules are ready and student schedules will be mailed on August 16.
- An “action calendar” is being developed to keep everyone on task for this year.

Item 6.3: Elementary School Report, Imran Abbasi

I. Abbasi

- The 2010-2011 school year ended on a high note. Graduation was wonderful and efforts to mitigate any senior pranks were successful.
- Three new teaching assistants have been hired: two will work with special education students and one will coordinate the new Response to Intervention (RTI) program, which will help students who are struggling in their classes. Mr. Blow asked Mr. Abbasi to give the Board an update on RTI at the November BOE meeting.
- An online gradebook system is due to be implemented by the end of the first marking period. This will give parents access to view their students’ grades, missing assignments, etc. Teachers will be expected to update the gradebook every two weeks.

Item 6.4: Assistant to the Superintendent Report, Gregory Diefenbach

G. Diefenbach

- The driver education car has been pulled from the road due to its age and increasing repair costs. A school van and Suburban have been fitted with a second brake to be used, temporarily, for driver education classes. In the meantime, Mr. Diefenbach has been talking with three car dealerships to see if one will give us a car.
- Will meet with other school districts on August 25 to finalize the health insurance trust. If all goes well, the trust will be brought to the Board in September.
- Review of procedure and policy manuals: Mr. Diefenbach will bring revisions to the Policy & Governance Committee for discussion and review.
- Cole Writers Institute: The original pupil count was for eight students; the actual number enrolled in the program was four. In June, the Board approved a reimbursement rate of \$50/classroom hour. Due to the lower enrollment, Mr. Stumbaugh has requested reimbursement of \$30/classroom hour.

A motion was made by Ms. Monaghan, seconded by Dr. Gravino and carried unanimously to approve a reimbursement of \$30 per classroom hour for Brian Stumbaugh to instruct the Cole Writers Institute, July 11 – 15, 2011.

Item 6.5: Operations, Maintenance, and Transportation Report Michael Goyer

M. Goyer

- No Report

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

T. Snyder

In addition to her year-end presentation, Dr. Snyder reported on the following:

- Preparations are under way for the start of the new school year.
- Work on a regional template for the APPR continues and should be posted by September 10.

BOARD OF ED. COMMITTEES

BOARD OF EDUCATION COMMITTEE REPORTS

Item 7.1: Audit Committee

Audit

- The committee had no report. They will meet on September 12.

Item 7.2: Curriculum/Evaluation Committee:

Curriculum

- Met with Dr. Snyder today to discuss the 2011-2012 District goals and the APPR.

Item 7.3: Facilities Committee

Facilities

- The Facilities Committee will do a walk-through of the buildings on August 31 to make sure everything is in order to begin the school year.

Item 7.4: Policy & Governance Committee

Policy & Governance

- Met on August 9 to review and discuss the meeting agenda and policies being presented for review and approval. Dr. Henkel asked that we add a September 12 reception for new employees to the Board calendar. The reception will be held from 7:00 to 7:30 p.m. prior to the Board meeting.

Item 7.5: Update: Drug/Alcohol Task Force

Drug/Alcohol Task Force

- The Task Force is scheduled to meet in September. The Board Task Force members asked to meet with Mr. Abbasi and Mr. Sapienza before the full committee meets for the purpose of setting goals for the 2011-2012 school year and to determine when the work of the Task Force will be concluded.

Tax Warrant for 2011-2012

Item 8.1: Tax Warrant: 2011-2012 School Year

On a motion by Mr. Coffin, seconded by Ms. Monaghan and carried unanimously, the Board approved the Tax Warrant for the 2011-2012 school year as presented in the enclosure folder.

Item 8.2: Student Guideline Revisions

Discussion was held regarding the revisions to the Student Guidelines as presented in the enclosure folder.

Student Guideline Revisions

Missing Assignments / Absenteeism:

Dr. Henkel asked that "extended vacation or leave" be defined. It was agreed that three days or more or unexcused absence constitutes an extended vacation or leave.

*Missing Assignments/
Absenteeism*

Student Book Bags:

The following concerns regarding the book bag guideline were expressed:

Student Book Bags

- students not having adequate time to get to their lockers between classes
- consistency in the way faculty members deal with students being late to class
- an increase in detentions for tardiness
- the inconvenience of storing book bags in lockers vs. safety concerns

Board approval is not required for guidelines; however, the Board asked Mr. Abbasi to give the Board an update at the September 12 meeting.

Item 8.3: BOE Policies – First Readings

**BOE Policies
First Readings**

On a motion by Dr. Gravino, seconded by Dr. Henkel and carried unanimously, the Board approved the first reading of the following policies:

- Policy 2520: Board Member Training
- Policy 6245: Fund Balance Policy in Accordance with GASB Statement No. 54

Item 9.1: Opportunity for the Public to be Heard

**Opportunity for
Public to be Heard**

Mrs. Minnick understood that mandatory drug/alcohol meetings for fall athletes would be held before games began instead of waiting until parents' nights. She asked that the District consider holding these meetings sooner.

Item 9.2: Opportunity for the Board to be Heard

**Opportunity for
Board to be Heard**

There were no comments.

On a motion by Mr. Coffin, seconded by Ms. Monaghan and carried unanimously, the meeting was adjourned at 9:50 p.m.

Adjournment:
9:50 p.m.

President, Board of Education

Clerk, Board of Education