

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

Regular Board of Education Meeting
October 17, 2011

Timothy E. Blow, President
Large Group Instruction Room

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Board Members Present:

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

Board Members Absent:

Kristine L. Gravino

ADMINISTRATION PRESENT:

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

OTHERS PRESENT:

Sarah Dykstra, Robin Donato, Maria Ragonese, Chris Allard, Eliah Hackett, Dave Adkins, Patricia Putman, Pam Standish, Steve Relyea, Kathy Fiero, Pat Conway, Dorothea Pfleiderer

Mr. Blow called the meeting to order at 7:00 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:
7:00 p.m.

Executive Session

On a motion by Ms. Monaghan, seconded by Mr. Coffin and carried unanimously, the Board moved into executive session at 7:01 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.

Executive Session:
7:01 p.m.

The Board returned to regular session at 7:20 p.m.

Return to regular session:
7:20 p.m.

On a motion by Ms. Monaghan, seconded by Mr. Coffin and carried by a 6-0 vote, the Board approved the agreement that was discussed in executive session.

Approved:
Employee Agreement

Item 2.1: Summer Curriculum Overview, Dr. Teresa Snyder

Dr. Snyder said that 25 curriculum projects were completed over the summer at a cost \$13,560. She said that most of these projects aligned with the District Educational Goals and great progress was made toward developing and enhancing the common core subjects of math and literacy. Ms. Conroy has established a Literacy Strategies Team which will serve to increase literacy across content areas.

Presentations:
Summer Curriculum Overview

Item 2.2: Tax Levy Report, Gregory Diefenbach

Mr. Diefenbach discussed the new property tax cap using information he had obtained from Questar III BOCES as an illustration. The presentation was a beginning to help the Board and community understand property tax cap laws and dispel the perception that New York State has a "2% cap". The tax levy increase will vary by district; however, if the district presents a budget that overrides the cap, a supermajority of 60% voter approval is needed to pass the budget. Voters approve the spending plan, not the tax levy. Mr. Diefenbach said he will present more on the tax cap as the budget process begins. In the meantime, local school business officials will continue to explore this in order to gain a better understanding.

Tax Levy Report

Item 3: Approval of Minutes

On a motion by Mr. Coffin, seconded by Ms. Monaghan and carried unanimously, the Board approved the minutes of the regular meeting of September 12, 2011.

Approval of Minutes:
09/12/11

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

Chris Allard spoke of Mrs. Anita Kershaw, a teacher aide with the district for 23 years. Mrs. Kershaw passed away on October 14, prior to her retirement being accepted by the Board. Mrs. Allard said that Mrs. Kershaw loved coming to work at the Voorheesville School District every day. She loved the people she worked with, especially the students – she was kind and generous and will be missed. Mr. Blow asked that students be notified of Mrs. Kershaw's passing and perhaps observe a moment of silence in her memory. Mr. Abbasi said that the teachers would be notified to do so the following morning.

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

Warrants **Item 5.1.2: Warrants**

The following warrants were accepted:

Multifund Warrant #10:	September 19, 2011	\$ 438,710.10
Payroll Covering Warrant #11:	September 6, 2011	\$ 162,364.10
Payroll Covering Warrant #12:	September 14, 2011	\$ 269,771.07
Multi-Fund Warrant #13:	September 30, 2011	\$ 401,113.94
Payroll Covering Warrant #14:	September 18, 2011	\$ 465,844.93

Personnel Items

Resignations: **Item 5.2.1: Resignations**

Accepted the following resignations:

S. Brockley Susan M. Brockley, Mathematics Teacher (.6 FTE)
Effective: October 7, 2011
Reason: Personal

A. Kershaw Anita Kershaw, Teacher Aide (23 years of service)
Effective: October 17, 2011
Reason: Retirement

Part-time Math Teacher: **Item 5.2.2: Part-time Mathematics Teacher**

Approved the appointment of Karen Cusato as a .6 FTE mathematics teacher effective October 11, 2011.

Salary: Step 7 (MA) of the VTA Contract

Long-term Substitute: **Item 5.2.3: Long-term Substitute (Special Education)**

J. Ingersoll Extended the appointment of Joanne Ingersoll as long-term substitute teacher for Special Education effective October 28, 2011 through June 22, 2012. Mrs. Ingersoll will replace Mrs. McHenry for the remainder of the school year.

Salary: Step 18 (MA) of the VTA Contract

Food Service Helper/Cashier Substitutes: **Item 5.2.4: Food Service Helper/Cashier Substitutes**

Approved the following substitute food service helper/cashier appointments effective October 18, 2011.

Lorraine Berkman
Karen Indilicato
Elizabeth Glath
Deborah Pasquali

Leave Request: **Item 5.2.5: Leave Request**

K. Lendrum Approved the request of Kelly Lendrum, Elementary Teacher (Grade 1), for a parental leave commencing on or about February 7, 2012, with an expected return to work on September 1, 2012. Ms. Lendrum will initially use accrued sick time up until the date of delivery, and she reserves the right to extend the leave in accordance with Article 8.9.5 of the VTA contract.

Head Mechanic Substitute: **Item 5.2.6: Head Mechanic Substitute – Transportation Department**

Robert McClung Approved the appointment of Robert McClung as substitute Head Mechanic for the Transportation Department effective September 12, 2011, and to continue in that position until such time as Mr. Kenneth Lee is able to resume his duties with the District.

Salary: Step 9 of the UEV Contract (*Head Mechanic Salary Schedule*)

Swim Instructor / Lifeguard Appointment: **Item 5.2.7: Swim Instructor/Lifeguard Appointments**

A. Reilly Approved the following swim instructor and/or lifeguard appointment effective October 18, 2011.

Adele Reilly Assistant Instructor: \$ 9.00/hour

Substitute Teacher Appointments: **Item 5.3: Substitute Teacher Appointments from BOCES Substitute Registry**

BOCES Registry Approved Capital Region BOCES Substitute Registry appointments for the 2011-2012 school year as presented.

Substitute & Extra Pay Rates **Item 5.4: Substitute and Extra Pay Rates**

Approved the substitute and extra pay rates as presented in the enclosure packet.

Surplus/Obsolete Items **Item 5.5: Declaration of Surplus/Obsolete Items**

Declared the following items surplus/obsolete and delegated to the Business Official disposition of said items in a manner consistent with current laws and regulations.

4 Janitor Carts	3 Teacher Desks	1 Minute Man Carpet Shampooer
5 Metal Cabinets	1 Computer Table	1 Minute Man Walk-Behind Scrubber
6 Metal Mailbox Units	2 Miscellaneous Chairs	1 Minute Man Side-x-Side Scrubber
2 Rolling Computer Carts	2 Wooden Book Shelves	1 Smithco Bunker Rake
2 Rolling Carts	1 Rockwell Radial Arm Saw	1 8' Western Plow
4 Tables	1 Eagle Ride-on Auto Scrubber	1 Stainless Steel Salter
		Assorted Textbooks

Item 5.6: Out-of-Town Student Field Trip Requests

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

Out-of-Town
Student Field Trip
Requests

Model UN Trip

Destination: Brown University; Providence, RI
Date: Friday, November 11 – Sunday, November 13, 2011
Cost to student: \$300 per student (includes hotel, delegate registration, and transportation)
Requestor: David Lawrence

Student Journalism Trip

Yearbook class, photo class, members of The Helderbarker and Blackbird Review

Destination: Columbia School of Journalism/NBC Studios
Date: Tuesday, November 1, 2011
Cost to student: \$60-\$70 per student (includes coach bus transportation)
Cost to district: Three substitutes
Requestor: Brian Stumbaugh

Interdisciplinary Trip w/Bethlehem High School

Destination: Australia / New Zealand
Date: Wednesday, April 4 – Sunday April 15, 2012
Cost to student: \$4,294 per student (includes airfare, hotels, breakfast & dinner, tour director)
Requestor: Ken Young

AP Science/AP Social Studies Trip

Destination: Washington, DC
Date: Monday, April 9 – Thursday, April 12, 2012
Cost to student: \$700-\$800 per student (includes meals, transportation, hotel, select admission to venues, tour guide)
Requestor: Theodore Simons

Item 5.7: Tax Warrant Adjustments

Approved tax warrant adjustments to amend the tax warrant in the amount of \$15,235,643 to \$15,245,842.67 (an increase of \$10,199.67) as outlined in the enclosure folder.

Tax Warrant
Adjustments

Item 5.8: Request to Waive Fee for Community-Based Bus Trip

Approved a request from the Transportation Supervisor to waive the fee for the school district to transport children from St. Matthew's Church to Camp Pinnacle in Voorheesville, New York, for an event. This is an exchange for their allowing the District to access their property for school functions.

Request to Waive
Fee for Community
Bus Trip

Drop-off: Friday, November 4, 2011
Pick-up: Sunday, November 6, 2011

ADMINISTRATIVE REPORTS

Item 6.1: Elementary School Report, Thomas Reardon

- Math staff development sessions with Gail Sobolewski from Questar III BOCES are going well.
- Ten teachers were sent to a math modeling conference to learn Singapore Style Math.
- A parent study group will begin next week using the text: "Power of Positive Parenting" by Glenn Latham. Thirteen people have signed up; the group will be led by Mr. Reardon and Mrs. Paulson.
- The "Go Beyond" series is expanding this year to include language exposure and awareness of other cultures. Doug Bartling of WTRY radio, a paraplegic, will be coming to tell the students his story and have a question and answer period.
- Through a Voorheesville School & Community Foundation grant, the elementary school will be adding a Builder's Club as an after-school activity.

ADMINISTRATIVE
REPORTS

T. Reardon

Item 6.2: Middle School Report, James Franchini

- The master schedule for the middle school has been updated. Increasing the 8th grade English teacher to full-time and returning the 8th grade math teacher to the middle school full-time has helped to reduce class size.
- AIS services have begun in the middle school.
- Students in grade 7 will be introduced to Project ALERT, a drug and alcohol awareness program. The National Guard Counter-drug Program "Stay on Track" will continue to be part of the drug and alcohol awareness program in grade 6. In addition, residents of Hope House will participate in a series of discussions with 7th grade students about their experiences with drugs and alcohol.
- The first Site-Based meeting was held prior to the Board meeting with a good turnout of teachers and parents. Concerns: class size in the middle school; identity issues for middle school students.

J. Franchini

Item 6.3: High School Report, Imran Abbasi

- There was a good turnout for high school open house and homecoming went very well.
- Mr. Corrigan and Mr. Abbasi would like to have all students in grades 9-12 participate in volunteer activities as an opportunity to do something positive. The senior and junior classes have done volunteer work, and the feedback has been positive from the students and the organizations they are helping.
- Introduced Karen Cusato, the new math teacher.
- Reported on the policy preventing students from carrying backpacks during the school day. Although it is sometimes inconvenient, the students have adjusted very well and it has been a smooth transition.

I. Abbasi

G. Diefenbach

Item 6.4: Assistant to the Superintendent Report, Gregory Diefenbach

- Mr. Diefenbach reported on the tax levy under Item 2.2. He had nothing further to report.

M. Goyer

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

- No report.

T. Snyder

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

- As required by law, Dr. Snyder presented the VADIR report (Violent and Disruptive Incident Reporting). Each year building principals are responsible for preparing a report of all the violent and disruptive incidents that have occurred on school grounds, at school functions, or at school sponsored events and forwarding the report to the Superintendent of Schools. All incidents are submitted to the Commissioner of Education. The data reflects that VCSD is a low needs district with very few incidents to report. It was noted that in comparison to other low needs districts in the Capital Region, incidents at Voorheesville were minimal.
- Dr. Snyder would like to explore the option of becoming an International Baccalaureate (IB) school. There would be a number of advantages, the most important being that Voorheesville would be elevated from a really excellent NYS public school to an internationally recognized rigorous school system. A team from VCSD will visit an IB school in Monticello, NY on November 4. This will afford an opportunity to see how an IB program relates to New York State assessment strategies. Dr. Henkel asked Dr. Snyder to add the IB exploration to the District goals.

BOARD OF ED. COMMITTEES

BOARD OF EDUCATION COMMITTEE REPORTS

Audit

Item 7.1: Audit Committee

- No report

Curriculum

Item 7.2: Curriculum/Evaluation Committee

- The committee will meet on October 26 for a final review of the District Education Goals before presenting them to the full Board at the November 12 meeting.

Facilities

Item 7.3: Facilities Committee

- The committee will meet on Wednesday to discuss repairs on the roof over the pool and high school gym.

Policy & Governance

Item 7.4: Policy & Governance Committee

- Met on October 11 to review the two policies under Item 8.2 on the agenda.
- Proposed a discussion with the full Board on changing the starting time for BOE meetings and/or executive session. (Agenda Item 8.1)

Drug/Alcohol Task Force

Item 7.5: Update: Drug/Alcohol Task Force

- The name of the committee has been changed to the "Risk Behavior Task Force."
- The committee will meet on October 25 to plan an agenda of topics for the rest of the school year.

Discussion re:

Item 8.1: Discussion re: Start Times for BOE Meetings/Executive Sessions

Start Times for BOE Meetings/Executive Sessions

Mr. Blow asked for input from the Board in regard to starting the Board meetings at 7:00 p.m. rather than 7:30. The Board was divided on changing the time and it was also pointed out that a change at this point would disrupt the school calendars that have been published for the 2011-2012 school year. It was recommended that if the Board was to consider a change in the future, it should be done at the beginning of the school year. The Board agreed to hold executive sessions, whenever possible, prior to the regular BOE meeting at 6:45 or 7:00 p.m.

BOE Policies:

First Reading (6100)

Item 8.2.1: First Reading – Policy 6100, Annual Budget

On a motion by Dr. Dozier, seconded by Mr. Coffin and carried unanimously, the Board approved the first reading of Policy 6100, *Annual Budget*, as presented in the enclosure folder.

Revision (6110)

Item 8.2.2: Revision – Policy 6110, Budget Planning

On a motion by Dr. Dozier, seconded by Mr. Coffin and carried unanimously, the Board approved the revisions to Policy 6110, *Budget Planning*, as outlined in the enclosure folder.

Resolution in Recognition of Service:

A. Kershaw

Item 8.3: Resolution in Recognition of Service

On a motion by Dr. Henkel, seconded by Dr. Dozier and carried unanimously, the Board adopted the Resolution in Recognition of Service of Anita Kershaw.

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

Acceptance of Donations

Item 8.4: Acceptance of Donations

Gratefully accepted the following donations:

- General Electric Institute of International Education in the amount of \$500 for science department teaching supplies.
- Target "Take Charge of Education" program in the amount of \$776.72 for the elementary school.

Item 8.5: Budget Amendment – Gifts and Donations

Amended the 2011-2012 budget to allow for the expenditure of gift donations to the District from the General Electric Institute of International Education in the amount of \$500, 00 and from the Target “Take Charge of Education” program in the amount of \$776.72; and to increase the revenue code A2705 to reflect the receipt of these funds.

Budget
Amendment

Budget code to be amended is:

Teaching Supplies:	Science	\$ 500.00	A21105010214
Principal Supplies:	K-5	\$ 776.72	A2020501-01

Item 8.6: Resolution to Approve Memorandum of Agreement with UEV

After discussion, the Board amended the wording in this resolution re: Mrs. Anita Kershaw
On a motion by Dr. Dozier, seconded by Mr. Coffin and carried unanimously, the Board of Education approved the resolution to enter into a Memorandum of Agreement with the United Employees of Voorheesville as amended.

Resolution to
Approve
Memorandum of
Agreement w/UEV
re: A. Kershaw

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 Mr. Coffin, seconded by Ms. Monaghan and carried unanimously, the meeting was adjourned at 8:55 p.m.

Adjournment:
8:55 p.m.

President, Board of Education

Clerk, Board of Education