

**SOUTH COLONIE CENTRAL SCHOOLS
BOARD OF EDUCATION**



MINUTES
October 6, 2009
District Office
7:00 p.m.



CoRe VaLueS

We Believe :

- * That all children can learn
- * In educating the whole child so he/she can meet the District's Standards
- * In focusing on student achievement
- * In providing a comprehensive and enriched curriculum for all students reflecting the needs and available resources of the community
- * That the combined commitment of the Board of Education, staff, parents, students, and community is the key to educational success

Mission Statement

Preparing World Class Citizens for the 21st Century through school and community partnerships while addressing the diverse needs of all students

1. CALL TO ORDER

The regular meeting of the South Colonie Board of Education was called to order by Mr. Casey at 7:15 p.m.

Roll Call

Brian Casey	<u>Present</u>	Robert Domenici	<u>Present</u>	Richard Dunn	<u>Present</u>
Paul Gordon	<u>Present</u>	Shelle Jaquish	<u>Present</u>	David Kiehle	<u>Present</u>
Neil Johanning	<u>Present</u>	Leonard Motto	<u>Present</u>	James T. Ryan	<u>Present</u>

Also present: Superintendent Jonathan Buhner, Assistant Superintendent for Instruction Tim Backus, Assistant Superintendent for Management Services Beverly Miller, and District Clerk Joyce Gay.

Motion by Mr. Ryan, seconded by Mr. Johanning, and carried unanimously (9-0), to **enter** executive session to discuss personnel matters at 7:16 p.m.

Motion by Mr. Motto, seconded by Mr. Domenici, and carried unanimously (9-0), to **adjourn** executive session at 7:46 p.m.

2. PLEDGE TO FLAG

Mr. Casey led the pledge to the flag.

3. APPROVAL OF MINUTES

Motion made by Mr. Ryan, seconded by Ms. Jaquish, and carried unanimously (9-0), that the minutes of the meeting on **September 22, 2009**, be approved.

4. COMMUNICATIONS**A. President's Spotlight**

Superintendent of Buildings & Grounds Stephen Benedict – 37 Years of Service
Hired: October 3, 1972 Retired: October 17, 2009

B. Correspondence/Board Activities**Mr. Johanning:**

- Attended the Open House night at Colonie High School
- Attended the CAPSBA dinner meeting on September 30 for the H1N1 discussion
- Attended the SEPTA fundraiser at McDonald's (Kohl's Plaza)
- Attended *Creekfest* at Sand Creek Middle School

Mr. Kiehle

- Attended *Creekfest* at Sand Creek Middle School
- Stated that he set a goal to visit each school in the District this year to get an overview of how each is managed. He has seen six schools so far and noted that each principal has been very hospitable and helpful.

Mr. Dunn:

- Attended *Creekfest* at Sand Creek Middle School

Mr. Gordon:

- Did a walk-through at the Bus Garage and visited Mr. Tunny
- Checked on the sidewalk problem at Veeder

Mr. Domenici:

- Has been attending several BOCES meetings for the past three weeks
- Attended the CAPSBA dinner meeting on September 30 for the H1N1 discussion
- Encouraged participation in the upcoming NERIC Regional Technology Awareness Day

Mr. Motto:

- Attended some volleyball games
- Attended the football game on Homecoming weekend

- C. A Request to Speak was submitted by Terry Dutcher who spoke on behalf of the South Colonie Teaching Assistants. This group is currently in negotiations for a renewal of their contract.

5. REPORTS FOR INFORMATION AND STUDY**A. Audit Report**

Paul Cuda and Terry Giloolley from Cusack & Company presented a report of the 2008-09 audit results.

B. Summer Work Report

The Buildings and Grounds projects completed during the summer were reviewed.

C. Summer Curriculum Report

Assistant Superintendent for Instruction Tim Backus reviewed curriculum work funded for completion during the 2009-10 school year.

D. Summer School Report

Administrators involved in the summer programs reviewed the K-3 (Jill Penn and Kathleen Gottschalk), Grades 4-6 (Bill Boardman), 7-12 (Tom Gracon), and Special Education (Patrick Gunner) summer school programs. The reports included staff and administrator recommendations.

E. Board Committee Reports

The Facilities Committee has met since the last board meeting and Mr. Ryan, the committee chairperson, reported on the meeting.

6. REPORTS AND RECOMMENDATIONS FOR ACTION

The Superintendent recommended approval of the following:

A. Committee on Special Education

Placements as indicated on the attached sheets.

B. In-Service Courses

1. One (1.0) in-service credit for participation in and completion of the 15-contact hour course, "Introduction to Illustrator" (#09-10-33). The course will be held at Colonie Central High School on Mondays, October 26, November 2, 9, 16 and 23, 2009, from 2:40 to 5:40 p.m. each day. Joel Scism (CCHS) is the contact person
2. In-service credit for participation in "Grade 5 Sand Creek Book Study: Still Learning to Read" (#09-10-34), sponsored by South Colonie and held at Sand Creek Middle School. The course will begin at 4:00 p.m. one afternoon in October; subsequent dates will be established at the first meeting to accommodate participants' schedules. Depending on attendance, participant will earn either one-half in-service credit (7.5 contact hours) or one in-service credit (15-contact hours).
3. In-service credit for participation in "Grade 6 Sand Creek Book Study: Still Learning to Read" (#09-10-35), sponsored by South Colonie and held at Sand Creek Middle School. The course will begin at 4:00 p.m. one afternoon in October; subsequent dates will be established at the first meeting to accommodate participants' schedules. Depending on attendance, participant will earn either one-half in-service credit (7.5 contact hours) or one in-service credit (15-contact hours).
4. In-service credit for participation in "Grade 5 Lisha Kill Book Study: Still Learning to Read" (#09-10-36), sponsored by South Colonie and held at Lisha Kill Middle School. The course will begin at 4:00 p.m. one afternoon in October; subsequent dates will be established at the first meeting to accommodate participants' schedules. Depending on attendance, participant will earn either one-half in-service credit (7.5 contact hours) or one in-service credit (15-contact hours).
5. In-service credit for participation in "Grade 6 Lisha Kill Book Study: Still Learning to Read" (#09-10-37), sponsored by South Colonie and held at Lisha Kill Middle School. The course will begin at 4:00 p.m. one afternoon in October; subsequent dates will be established at the first meeting to accommodate participants' schedules. Depending on attendance, participant will earn either one-half in-service credit (7.5 contact hours) or one in-service credit (15-contact hours).

C. Seminar on Educational Issues

1. Three (3) contact hours of credit for participation in "Smart Board Training – Level 1" (SD#2009-10-16), sponsored by South Colonie Schools. The workshop will be held Thursday, October 8, 2009, from 4 to 7 p.m. in Lisha Kill Middle School Library. Jack Adams is the contact person.

2. Three (3) contact hours of credit for participation in “Smart Board Training – Level 2” (SD#2009-10-17), sponsored by South Colonie Schools. The workshop will be held Thursday, October 15, 2009, from 4 to 7 p.m. in Lisha Kill Middle School Library. Prerequisite: Smart Board Training – Level 1. Jack Adams is the contact person.
3. Three (3) contact hours of credit for participation in “Everyday Use of the Smart Board in the Elementary Classroom” (SD#2009-10-18), sponsored by South Colonie Schools. The workshop will be held Wednesday, October 28, 2009, from 4 to 7 p.m. in Shaker Road Elementary School (Room 44). Jack Adams is the contact person.
4. Three (3) contact hours of credit for participation in “Introduction to Movie Maker – Level 1” (SD#2009-10-19), sponsored by South Colonie Schools. The workshop will be held Tuesday, October 27, 2009, from 4 to 7 p.m. in Colonie High School (Room 162). Jack Adams is the contact person.
5. Six (6) contact hours of credit for participation in “PowerPoint – Level 1” (SD#2009-10-20), sponsored by South Colonie Schools. The workshop will be held Thursday, November 5, and Thursday, November 12, 2009, from 4 to 7 p.m. at Colonie High School (Room 162). Jack Adams is the contact person.
6. Three (3) contact hours of credit for participation in “Digital Photography” (SD#2009-10-21), sponsored by South Colonie Schools. The workshop will be held Thursday, October 22, 2009, from 4 to 7 p.m. at Colonie High School (Room 162). Jack Adams is the contact person.
7. Three (3) contact hours of credit for participation in “Introduction to Microsoft Office 2007 – Level 1” (SD#2009-10-22), sponsored by South Colonie Schools. The workshop will be held Thursday, October 29, 2009, from 4 to 7 p.m. at Colonie High School (Room 162). Jack Adams is the contact person.
8. Three (3) contact hours of credit for participation in “Synchvon Eyes Training” (SD#2009-10-23), sponsored by South Colonie Schools. The workshop will be held Monday, October 19, 2009, from 2:40 to 5:45 p.m. at Colonie High School (Room 140). John Gehres (CCHS) is the contact person.
9. Three (3) contact hours of credit for participation “Working with English Language Learners in Your Classroom” (SD#2009-10-24), sponsored by Questar III BETAC and South Colonie Schools. The workshop will be held Thursday, October 22, 2009, from 4 to 7 p.m. at Colonie Central High School. Nora Callender is the contact person.

D. Transportation Contracts

1. Approval of a 30-day emergency contract with Chalet Services, Inc., 3206 Rte #81, Surprise, NY 12176, for transportation to Questar III BOCES – Rensselaer Academy. Contract begins September 29, 2009 and terminates October 28, 2009, at a cost of \$80.00 per diem. Total cost of this contract shall be \$1,760.00

2. Approval of a 30-day emergency contract with Chalet Services, Inc., 3206 Rte #81, Surprise, NY 12176, for transportation to Sand Creek Middle School for two (2) students (one student is a temporary due to surgery and the other student was displaced due to a home fire). Contract begins September 29, 2009, and terminates October 28, 2009, at a cost of \$60.00 per diem. Total cost of this contract shall be \$1,320.00.

E. Student Trips

1. Group: Lisha Kill Grade 7 Students (180)
Destination: New York City
Date: Wednesday, June 2, 2010
Responsible: Michelle Angevine
Transportation: Chartered Bus
Cost: Individuals, Fund Raising
2. Group: Lisha Kill Student Council (60)
Destination: Camp Chingachook
Date: Thursday & Friday, May 20-21, 2010
Responsible: Jodie Ferrara
Transportation: School Bus
Cost: Individuals
3. Group: Lisha Kill Grade 6 (160)
Destination: Nature's Classroom, Silver Bay NY
Date: May 11-14, 2010 (Tuesday-Friday)
Responsible: Katherine Moehler, Jodie Ferrara, Kim Cerone
Transportation: Chartered Bus
Cost: Individuals, Fund Raising

F. Tax Refunds/Corrections

1. **Sears Roebuck and Co. Store #1103 (Tax Map #42.3-1-1) located at 1425 Central Avenue, Albany, New York 12205:** Refund of 2008-09 taxes in the amount of \$30,742.86, payable to Koeppel Martone & Leistman, L.L.P. as attorneys for the petitioner. The property was improperly assessed and the refund is issued in compliance with a September 11, 2009, Supreme Court decision. Refund is made without interest.
2. Approval of application RP-554 for corrected 2009 tax roll submitted by Kevin Koelsch, Principal Property Tax Analyst on behalf of The National Grid. The Electric and Gas Distribution Facilities property ID #5.02-50-903./4 located in the Town of Guilderland. Pursuant to Real Property Tax Law, section 550(2): clerical error 09 final equalization rate (79.09%) wasn't applied to the special franchise. Assessment should be \$10,970.00 resulting in a corrected tax of \$222.28

3. Approval of application RP-554 for corrected 2009 tax roll. The property is located at 44 Consaul Road (Tax Map ID #29.10-1-22), Albany, NY 12205. Due to a clerical error the property owner's Senior Real Property Tax Exemption was erroneously not entered into the computer for a qualified senior who filed on time. The 45% RPTL 467 Senior Citizens' exemption reduced her taxable value from \$48,530 to \$8,570 resulting in the corrected tax of \$203.56.

G. Declare as Surplus

RCA television XL-100, Model #F25251WN, Serial #412427351. Item is not able to be repaired.

H. Change Orders

1. **Jupiter Environmental Services, Inc.**, 17 Warehouse Row, Albany 12205

<u>CO No.</u>	<u>Description</u>
5-4	<u>Decrease \$5370.00</u>

Credit for performance and payment bond.

I. Appointments

LEA Asbestos Designee (AHEARA) effective 10/17/09

John Napierski

Motion made by Mr. Kiehle, seconded by Mr. Dunn, and carried unanimously (9-0), that the above stated **REPORTS AND RECOMMENDATIONS** be approved.

7. PERSONNEL – INSTRUCTION

Motion made by Mr. Ryan, seconded by Mr. Domenici, and carried unanimously (9-0), that the Instructional Personnel changes listed on the attached sheets dated October 6, 2009, be approved.

8. PERSONNEL – SUPPORT

Motion made by Ms. Jaquish, seconded by Mr. Johanning, and carried unanimously (9-0), that the Support Personnel changes listed on the attached sheets dated October 6, 2009, be approved.

9. RESOLUTIONS

National School Lunch Week – October 12-16
National School Bus Safety Week – October 19-23
America's Safe Schools Week – October 19-23
National Health Education Week – October 19-23
School Boards Recognition Week – October 19-23
The Month of the Young Adolescent – October 2009

Motion made by Mr. Kiehle, seconded by Mr. Dunn, and carried unanimously (9-0), that the above resolutions be approved.

10. 2008-09 AUDIT REPORT

Motion made by Mr. Motto, seconded by Mr. Johanning, and carried unanimously (9-0), that the 2008-09 external audit reports, as presented by Cusack & Co., be approved.

11. NYSSBA APPOINTMENTS

The 2009 Annual Business Meeting of the New York State School Boards Association will be held on Saturday, October 17, 2009, in New York City as part of the annual convention. Each school board is required to elect a delegate and alternate to the Annual Meeting.

Delegate: Shelle Jaquish

Alternate: Rick Dunn

Motion made by Mr. Johanning, seconded by Mr. Gordon, and carried unanimously (9-0), that the above delegates be approved.

12. POLICIES**One Reading & Approval:**

Policy 5313.4: Use of Time Out Rooms

Policy 5152: Admission of Non-Resident Students

1st Reading:

Policy 5314.1: Prohibition of Use of Aversive Interventions

Policy 5315: Assessment of Student Behaviors

Motion made by Ms. Jaquish, seconded by Mr. Kiehle, and carried unanimously (9-0), that the above policy revision be approved.

13. CONFERENCE ATTENDANCE

1. The following board members are registered to attend the 70th Annual Convention of the National School Boards Association (NSBA) to be held April 9-13, 2010, in Chicago, Illinois:

James T. Ryan

Brian Casey

Shelle Jaquish

Paul Gordon

Leonard Motto

Also registered for the conference are Superintendent Jonathan Buhner and District Clerk Joyce Gay.

2. Board member Neil Johanning is registered to attend the National School Boards Association T & L Conference 2009 (educational technology conference for district leadership teams) to be held October 27-30, 2009, in Denver, Colorado.

Motion made by Ms. Jaquish, seconded by Mr. Motto, and carried unanimously (9-0), that the above registrations for conference attendance be approved.

14. RESOLUTION APPOINTING ELECTION PERSONNEL

WHEREAS, the Board of Education of South Colonie Central School District, Albany County, New York, has called a special district meeting of the qualified voters of said School District to be held on the **14th day of October**; and

WHEREAS, it is now desired to provide for the appointment of Permanent Chairmen, Chief Election Inspectors, Inspectors of Election and Assistant Clerks for said special district meeting at each polling place; NOW THEREFORE, BE IT RESOLVED, by the Board of Education of South Colonie Central School District, Albany County, New York, as follows:

Section 1 - The following named duly qualified voters of said School District are hereby appointed as District Clerk Pro-tem and Permanent Chairpersons of the special district meeting referred to in the preambles hereof:

**Joyce Gay
Deborah Galdun
Linda Kennedy
Cindy Lupe
Valerie Pezzula**

Section 2 - The following named duly qualified voters of said School District are hereby appointed as Chief Election Inspectors:

**Deneen Bogdanowicz
Nancy Fahd
Shirley Kelty
Madonna Katsares
Joella Ziele**

Section 3 - The attached list of named duly qualified voters of said School District are hereby appointed to act as Inspectors of Election and/or Assistant Clerks at said special district meeting.

Section 4 - Each Inspector of Election and Assistant Clerk appointed for said special district meeting, as herein provided, shall serve without compensation. The Clerk of said School District is hereby authorized and directed to give written notice of appointment to the persons herein respectively appointed as Permanent Chairmen, Inspectors of Election and Assistant Clerks for said special district meeting.

Section 5 - This resolution shall take effect immediately.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows: Motion by Mr. Johanning, seconded by Mr. Ryan, and carried unanimously (9-0).

Brian Casey	<u>Yes</u>	Robert Domenici	<u>Yes</u>	Richard Dunn	<u>Yes</u>
Paul Gordon	<u>Yes</u>	Shelle Jaquish	<u>Yes</u>	David Kiehle	<u>Yes</u>
Neil Johanning	<u>Yes</u>	Leonard Motto	<u>Yes</u>	James T. Ryan	<u>Yes</u>

15. PUBLIC COMMENTS

- Mrs. DelCogliano stated that she would like to see the 2010-11 budget constructed to allow for lower class sizes, especially in elementary schools.

- Mr. Boardman invited the Board members to visit Lisha Kill to view the Compassion Mural that has been constructed by students and staff. Every stakeholder in the Lisha Kill community was allowed to contribute to building the mural which used approximately 1000 tiles that were donated by Best Tile Company.
- Mr. Ryan noted that the Transportation Vote will be held on Wednesday, October 14, at all elementary schools from 11 a.m. to 9 p.m. It is an important vote which enables the District to provide safe transportation for our students.

16. **ACKNOWLEDGEMENTS**

Mr. Buhner acknowledged the following staff members present: Director of Human Resources David Seaver, SCTA President Jeff Dutcher, Sand Creek PTA President Jeff Zelka, Parent Jim Ambrose, and Parent Barbara DeCogliano.

17. **FUTURE DATES**

- October 14, 2009 – Information Technology Committee – 7:30 a.m. – Wolf Road Diner
- October 14, 2009 – Bus/Transportation Vote - 11 a.m. to 9 p.m.
- October 15-18 – NYSSBA Annual Conference – New York City
- October 20, 2009 – Strategic Planning Committee – 6:00 p.m. – District Office
- October 20, 2009 – Regular Board of Education Meeting – 7:00 p.m. – District Office
- October 22, 2009 – Facilities Committee – 7:30 a.m. – Wolf Road Diner
- October 26, 2009 – Policy Committee Meeting, 6:00 p.m., District Office
- November 3, 2009 – Regular Board of Education Meeting – 7:00 p.m. – District Office

18. **ADJOURN**

Motion made by Mr. Ryan, seconded by Mr. Motto, and carried unanimously (9-0), that the regular meeting be adjourned at 9:20 p.m.

Joyce Gay
District Clerk

A. **Leave of Absences**

1. Name: Gail Rawson
Position: Speech teacher
Type: Child Care Leave
Building: Veeder Elementary School
Effective Date: October 7, 2009
Ending Date: December 23, 2009
2. Name: Michael Pickett
Position: Special Education teacher
Type: Paid Medical Leave
Building: Sand Creek Middle School
Effective Date: October 1, 2009
Ending Date: October 15, 2009

B. **Substitute Teachers**

Approval of substitute teachers on the attached list for regular, conditional or emergency conditional appointments.

C. **Increase of Appointments**

1. Name: Stephanie Copeland
Teaching Area: Science
Building: Lisha Kill Middle School
Increase: .20
Effective Date: October 1, 2009 to February 12, 2010
2. Name: Gretchen Heller-Davis
Teaching Area: Science
Building: Lisha Kill Middle School
Increase: .20
Effective Date: October 1, 2009 to February 12, 2010
3. Name: Susan Mahigian
Teaching Area: Music
Building: Saddlewood/Shaker Road Elementary Schools
Increase: .034
Effective Date: September 1, 2009 to February 12, 2010

D. **Homework Club Instruction**

Appointment per the Board of Education Policy 9290:

Forest Park Elementary School
Lisa Prinzo .50

Rescind: Grace Lucas

A. Resignation

1. Name: Theresa Capobianco
Position: Permanent Keyboard Specialist (SR)
Effective: October 10, 2009
Reason: Accepted a position outside the District

B. Appointments

1. Name: Stephen Benedict
Address: 3 New Shaker Road, Albany, New York 12205
Position: Custodial Worker Substitute
Effective: October 18, 2009
Salary: \$10.00 per hour
2. Name: John J. Keleher
Address: 7 Tokay Lane, Schenectady, New York 12309
Position: Custodial Worker Substitute
Effective: October 7, 2009
Salary: \$10.00 per hour
3. Name: Safder Ali
Address: 294 Sand Creek Road, Albany, New York 12205
Position: School Monitor Substitute
Effective: September 17, 2009
Salary: \$9.00 per hour
4. Name: Marc Casile
Address: 19 Churchill Square, Niskayuna, New York 12309
Position: Temporary School Monitor
Effective: September 25, 2009 to June 30, 2010
Salary: \$10.20 per hour (Teamsters contract not settled)
Hours: 6.5 hours per day
Current Location: Veeder Elementary School
Probationary Period: September 25, 2009 to March 25, 2010
5. Name: George Marano
Address: 3 Leonard Drive, Schenectady, New York 12309
Position: Temporary School Monitor
Effective: October 7, 2009 to June 30, 2010
Salary: \$11.49 per hour (Teamsters contract not settled)
Hours: 6.5 hours per day
Current Location: Saddlewood Elementary School
Probationary Period: October 7, 2009 to April 7, 2010

6. Name: Robert D. Neville, Sr.
Address: 60 Hunting Road, Albany, New York 12205
Position: School Monitor Substitute
Effective: September 9, 2009
Salary: \$9.00 per hour

7. Name: Michael LaBello
Address: 3 Melody Lane, Niskayuna, New York 12309
Position: School Monitor Substitute
Effective: October 7, 2009
Salary: \$9.00 per hour

8. Reappointments as emergency conditional for compliance with NYS Education Law:

Gina Hilson Caitlin O'Brien

C. Change of Appointment

1. Name: Diane Parower
Address: 36 Eberle Road, Latham, New York 12110
Position: Part-Time Keyboard Specialist to Probationary Keyboard Specialist
Effective: October 13, 2009
Salary: Schedule T, Step 2 per CSEA Contract
Current Hours: 6.0 hours per day
Current Location: Colonie Central High School

D. Change of Hours

Approval of the following support staff change of hours effective September 8, 2009:

Nancy Melius Food Service Helper 3.0 hours per day to 3.5 hours per day SC