

**SOUTH COLONIE CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION**



MINUTES

January 8, 2019

**District Office
7:00 pm**



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, families, students, and community is the key to educational success.

MISSION STATEMENT

Preparing successful contributing citizens of the world through school, family and community partnerships, while addressing the diverse needs of all students.

CALL TO ORDER

The Regular Meeting of the South Colonie Board of Education was called to order by Board President, Mr. Sim at 7:00 pm.

1. ROLL CALLMembers Present:

Jamie Blot	Rose Gigliello	David Kiehle
Brian Casey	Colleen Gizzi	James T. Ryan
Stephanie Cogan	Neil Johanning	Edward Sim

Also Present:

Jonathan Buhner, Superintendent of Schools
 Tim Backus, Assistant Superintendent for Instruction
 Sherri Fisher, Assistant Superintendent for Management Services & Strategic Planning
 David Perry, Assistant Superintendent for Human Resources, Safe Schools & IT

2. PLEDGE TO THE FLAG

Board President, Mr. Sim led the pledge to the flag.

3. APPROVAL OF MINUTES

A motion was made by Mr. Ryan and seconded by Ms. Blot, that the minutes of the Regular Meeting of December 18, 2018 be approved.

 9 Yes 0 No 0 Abstain

Vote Carried: 9 – 0 – 0

4. NEW BUSINESS

Ms. Cogan reported on the following upcoming CCHS PTSA activities/events:

- January 9 at 7:00 pm – Vaping 101 Parent Forum
- January 10 at 6:30 pm – College Night for Juniors/Parents
- January 14 at 7:00 pm – Dr. Dean Skarlis presentation, “Finding the Right College at the Right Price”
- January 18 from 4:00 pm to 8:00 pm – 5th Annual iCARE Chili Cook-Off to be held at the Village Recreation Center.

Mr. Buhner discussed a potential PILOT agreement with Capital Region BOCES and the Town of Colonie for a property located on Airline Drive. The property would be under the ownership of the developer until built. Once completed, it becomes a school building. The PILOT would extend through the construction of the building until it is turned over to CR BOCES.

The space is needed for BOCES Special Needs programming. The property is taxable during the construction period. More information is required on the terms of the proposed PILOT agreement. Mr. Buhner will follow up to obtain more information on the PILOT terms.

5. **OLD BUSINESS**

There was no old business reported.

6. **BOARD COMMITTEE REPORTS**

A. **Audit/Finance Committee**

Mr. Kiehle, Committee Chair provided a report on the Audit/Finance Committee meeting that was held on December 18, 2018.

B. **Transportation Committee**

Mr. Casey, Committee Chair provided a report on the Transportation Committee meeting that was held on December 21, 2018.

Mr. Boardman, Supervisor of Special Services, updated the Board on the Bus Driver Holiday Food Drive for McKinney-Vento families.

7. **REPORTS FOR INFORMATION**

A. **Claims Auditor Report**

Steve Clikeman, Claims Auditor, discussed the process for reviewing checks/vendor payments and provided a brief report on the status of claims paid by the District.

B. **Pupil Personnel Services Report**

Timothy Fowler, Supervisor of Special Education and William Boardman, Supervisor of Special Services provided a report on the status of Pupil Personnel Services.

- Mr. Fowler provided an update on the current work efforts and initiatives, as well as the current status of progress on recommendations contained in the CASDA review.
- Mr. Boardman reported on the core PPS departmental work efforts and initiatives.

8. **COMMUNICATIONS**

A. **Requests to Speak:** There were no requests to speak.

9. REPORTS AND RECOMMENDATIONS FOR ACTION

The Superintendent recommends approval of the following:

A. Committee on Special Education

Placements as indicated on the attached sheets.

B. In-Service Courses (Page 7)

Approval of in-service courses as per attached list. Interested staff may register for courses on PD Express.

C. Final Payment to Contractors

1. Approval of a final payment to DLC Electric, LLC, 479 State Route 40, Troy, NY 12182 in the amount of \$43,474.10. Colonie Central High School NYSED Project #010601-06-0001-027, Forest Park Elementary School NYSED Project #010601-06-0014-013 and Roessleville Elementary School NYSED Project #010601-06-0017-012.
2. Approval of a final payment to Henderson-Johnson Co., Inc., 918 Canal Street, Syracuse, NY 13210 in the amount of \$5,976.15. District Office Roof Project. NYSED Project #010601-06-1005-003.

D. Bid Award – Buildings & Grounds

Recommended award to only bidder meeting specifications as follows:

Snow Removal and Salt/Sanding

To: Constantine Construction & Farm, Inc.
Loudonville, NY 12211

E. Declare as Surplus

One (1) Coats Tire Machine, Model #5030A and one (1) Coats Tire Balancer, Model #700, located at the Colonie Central High School Auto Shop room. Items are in working condition and will be placed on surplus bid.

F. Donations

1. Donation from Guilderland Central School District, 8 School Road, Guilderland, NY 12085 in the amount of \$175.00 to Colonie Central High School Athletic Department to cover the cost of officials for the Girls Basketball Tourney.
2. Donation from Albany Diocesan School Board, 40 North Main Avenue, Albany, NY 12203 in the amount of \$350.00 to Colonie Central High School Athletic Department to cover the cost of officials for the Girls Basketball Tourney.

G. Re-Appropriation of the 2018-2019 Budget

Re-appropriation of the 2018-2019 budget in the amount of \$525.00. The total re-appropriated budget is \$102,543,089.

H. Claims Auditor Quarterly Report – October, 2018 to December, 2018

A motion was made by Ms. Gigliello and seconded by Mr. Ryan, that the above stated Reports and Recommendations be approved.

 9 Yes 0 No 0 Abstain

Vote Carried: 9 – 0 – 0

10. PERSONNEL – INSTRUCTION (Pages 8-9)

The Board recognized Mary Ann Snyder (Item #10-A-1), who will retire in June, for her 24 years of service to the District

A motion was made by Mr. Casey and seconded by Ms. Gizzi, that the Instructional Personnel changes listed on the attached sheets dated January 8, 2019 be approved.

 9 Yes 0 No 0 Abstain

Vote Carried: 9 – 0 – 0

11. PERSONNEL – SUPPORT (Pages 10-11)

A motion was made by Mr. Ryan and seconded by Mr. Johanning, that the Support Personnel changes listed on the attached sheets dated January 8, 2019 be approved.

 9 Yes 0 No 0 Abstain

Vote Carried: 9 – 0 – 0

12. RFP PROPOSALS – LEGAL COUNSEL FOR MATTERS INVOLVING COLLECTIVE BARGAINING AND CONTRACT ADMINISTRATION

A. Acceptance of an RFP proposal from Tabner, Ryan and Keniry, LLP, 18 Corporate Woods Boulevard, Suite 8, Albany, NY 12211 for Legal Counsel for Matters Involving Collective Bargaining and Contract Administration for the 2018-2019 through the 2022-2023 school years, subject to annual review by the Board of Education.

B. Acceptance of an RFP proposal from Honeywell Law Firm, PLLC, 3 Winners Circle, Suite 200, Albany, NY 12205 for Legal Counsel for Matters Involving Collective Bargaining and Contract Administration for the 2018-2019 through the 2022-2023 school years, subject to annual review by the Board of Education.

A motion was made by Ms. Gigliello and seconded by Ms. Gizzi, that the above stated RFP Proposals be approved.

 9 Yes 0 No 0 Abstain

Vote Carried: 9 – 0 – 0

13. FUTURE MEETINGS

- **January 9** Strategic Planning Committee – 7:00 pm – Conference Call
- **January 11** Athletic/Hall of Fame Committee – 9:00 am – CCHS MUG
- **January 15** Board of Education Executive Session – 6:00 pm – District Office
- **January 21** **District Closed – Martin Luther King, Jr. Day Observance**
- **January 22** Academic Achievement Committee – 6:00 pm – District Office
Board of Education Meeting – 7:00 pm – District Office
Budget Topic: Preliminary Budget Discussion
- **January 24** CAPSBA Meeting – 6:00 pm – Cohoes High School
- **February 11** Policy Committee – 6:00 pm – District Office
- **February 12** Communications Committee – 6:00 pm – District Office
Board of Education Meeting – 7:00 pm – District Office
Budget Topics: Transportation, Operations & Maintenance,
Secure Youth Detention Facility
- **February 15** Facilities Committee – 7:30 am – Farmer Boy Diner
- **February 18** **District Closed – Presidents Day Observance**
- **February 19-22** **No School – Mid-Winter Recess**

EXECUTIVE SESSION

A motion was made by Mr. Ryan and seconded by Mr. Johanning, to enter Executive Session to discuss fiscal and employment matters relating to particular persons.

9 Yes 0 No 0 Abstain **Vote Carried: 9 – 0 – 0**

The Board entered into Executive Session at 7:40 pm.

A motion was made by Ms. Gigliello and seconded by Ms. Gizzi, to adjourn Executive Session.

9 Yes 0 No 0 Abstain **Vote Carried: 9 – 0 – 0**

The Board adjourned Executive Session at 8:15 pm.

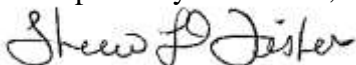
14. ADJOURN MEETING

A motion was made by Mr. Ryan and seconded by Mr. Casey, that the Regular Meeting be adjourned.

9 Yes 0 No 0 Abstain **Vote Carried: 9 – 0 – 0**

The Regular Meeting of the Board of Education was adjourned at 8:16 pm.

Respectfully Submitted,



Sherri L.D. Fisher
District Clerk Pro-Tem

9. REPORTS AND RECOMMENDATIONS FOR ACTION**B. In-Service Courses**

Course Number: 2018-19#182
Title: Behavioral Support Strategies – TCIS for Forest Park Staff Only
Credit Hours: 6.50
Sponsor: South Colonie Central School District
Time: 3:40 pm to 4:40 pm on all days except March 19. We will meet from 3:30 pm to 5:00 pm because the topic requires additional time to present.
Location: Forest Park Elementary School Library
Proposed by: Jill Penn
Dates: January 24, 2019; February 27, 2019; March 19, 2019; April 17, 2019; May 15, 2019; and June 10, 2019

Course Number: 2018-19#183
Title: Every Child is a Reader Book Study
Credit Hours: 30.00
Sponsor: South Colonie Central School District
Time: 3:15 pm to 5:15 pm each session
Location: Lisha Kill Middle School, Room 156
Proposed by: Jennifer Wells
Dates: January 7 and 28, 2019; February 4 and 25, 2019; March 4, 11 and 15, 2019; April 1, 8, 15 and 29, 2019; May 6 and 13, 2019; June 3 and 10, 2019

10. PERSONNEL – INSTRUCTION**A. Retirement**

- Name: Mary Anne Snyder
Position: Teaching Assistant
Location: Forest Park Elementary School
Effective Date: June 30, 2019
Years of Service: 24.0 years (1995-2019)

B. Temporary Appointments

- Name: Theodosia Legato
Address: 6 Glenmore Drive, Schenectady, NY 12309
Type: Temporary (1.0)
Tenure Area: Teaching Assistant
Location: Saddlewood Elementary School
Effective Date: January 3, 2019
Ending Date: June 30, 2019
Salary: As per SCTA TA Contract (pro-rated)
Education: B.S. and M.S. from College of St. Rose
Certification Status: Professional in Childhood Education (Grades 1-6)
- Name: Samantha DeCelle
Address: 223 Saratoga Avenue, Mechanicville, NY 12118
Type: Temporary (1.0)
Tenure Area: Teaching Assistant
Location: Veeder Elementary School
Effective Date: January 17, 2019
Ending Date: June 30, 2019
Salary: As per SCTA TA Contract (pro-rated)
Education: A.A.S. from Hudson Valley Community College
Certification Status: Level I Teaching Assistant

C. Substitute Teachers

Approve Substitute Teachers on the attached list for regular appointments.

D. Study Hall Supervision for the 2018-2019 School Year

Rescind the following previously approved position:

Colonie Central High School

Thomas Holb 1.0

E. Personal Care Assistant for the 2018-2019 School Year

Appoint the following Personal Care Assistant (IEP-Driven) per the Board of Education Policy 9290:

Andrew Roemer	Teaching Assistant	1.0	HS
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11. PERSONNEL – SUPPORT**A. Resignation**

1. Name: Mihaela Bruma
Position: Probationary School Monitor (HS)
Effective: December 17, 2018
Reason: Personal
2. Name: Frank Topino
Position: Custodial Worker (FP)
Effective: January 9, 2019
Reason: Personal

B. Appointments

1. Name: Lynn Wertman
Address: 524 Albany Shaker Road, Loudonville, NY 12211
Position: Part-Time School Bus Driver (.50)
Effective: January 3, 2019
Salary: \$19.57 per hour per CSEA Contract
Hours: 4.0 hours per day
2. Name: Megan Carhart
Address: 14 Jolley Road, Glenmont, NY 12077
Position: School Monitor Substitute
Effective: December 20, 2018
Salary: \$11.25 per hour
3. Name: Emily O'Brien
Address: 21 Simon Lane, Latham, NY 12110
Position: Custodial Worker Substitute
Effective: January 2, 2019
Salary: \$13.25 per hour
4. Name: Katelyn Chrysogelos
Address: 2 Bittersweet Lane, Loudonville, NY 12211
Position: School Monitor Substitute
Effective: January 3, 2019
Salary: \$11.25 per hour
5. Name: Schyler Flynn
Address: 4 Morocco Lane, Schenectady, NY 12304
Position: School Monitor Substitute
Effective: January 3, 2019
Salary: \$11.25 per hour

6. Name: Nahcyma Wylie
Address: 133 Sherman Street, Apt. 2, Albany, NY 12206
Position: Food Service Helper Substitute
Effective: January 9, 2019
Salary: \$11.25 per hour

**South Colonie Central Schools- Board of Education
Pupil Personnel Services (PPS) Department Report**

Programs and Services Update

January 8, 2019

Timothy Fowler, Supervisor of Special Education
William Boardman, Supervisor of Special Programs

Overview of Report

Part I- Introduction- Recap of Past Reviews

Part II- Highlights of Recommendations from Past Reviews and Current Status

Part III- Core PPS Departmental Work Efforts and Initiatives for 2018-19

Part IV- Related Services Considerations

Part V- Co-Teach Programming Across the District

Part I- Introduction: Recap of Reviews

- **CASDA Review, February 2016**
- **State Education Department-**
 - Special Education Quality Assurance (SEQA) Review 2016-2017
 - Compliance Assurance Plan, 2017-2018
 - Key Areas of Current Monitoring for Compliance 2018-19

Part II- Highlights of Review Recommendations

Highlighted Areas of Recommendation from CASDA Review- February 2016

Operational Recommendations

- **Implement overarching strategies, improve District protocols and procedures across buildings**
- **Create a Special Education Handbook that outlines the protocols and procedures of the Special Education Department**
- **Clearly define the learner characteristics/profiles of students for SPED programs**
- **Move to an inclusive co-teaching model K-12**
- **Provide embedded professional development (co-teaching and behavior intervention).**

Part II- Highlights of Review Recommendations

Highlighted Areas of Recommendation from CASDA Review- February 2016 (continued)

Organizational Recommendation

- Revisit the role of individual school psychologists in the overall CSE process and identify ways to centralize practices District-wide.**

Part II continued- Update of SEQA Review and Focus Areas of Continued SED Review for Compliance

- **Overall, the District successfully completed met the requirements of the Corrective Action Plan for 2017-18 with SED, by the end of the 2017-18 school year.**
- **The District is still being monitored to ensure the District maintains compliance in the following areas:**
 1. Process for IEP notification of service and responsibility for staff and providers.
 2. Monitoring for IEPs that are well-written and meet compliance.
 3. Monitoring for FBA/BIPs that are well-written and meet compliance.
 4. Monitoring of resource rooms that do not have an excess of 5 students (regulations are a 5:1 ratio).
 5. Projected Annual Review Meeting lists- Ensure that annual review occurs within 365 days of meeting date.

Part III- Core PPS Departmental Work Efforts and Initiatives for 2018-19

- Continued review of current programs and services and determine staffing needs across departmental areas.
- Monitor and review current co-teach programming initiative and begin plans for next phase of implementation for 2019-20.
- Implementation of staff training in the Therapeutic Crisis Intervention for Schools (TCIS) model for student crisis prevention and response.
- Begin/continue staff introduction to explicit instructional practices.
- Continue to refine departmental processes and procedures.
- Maintain progress made in areas of past reviews related to CSE/IEP compliance.

Part IV- Related Services Considerations

- Continue efforts to realign related services to SED guidelines, best practices, and a tiered service delivery approach such as Multi-tiered System of Supports (MTSS).
- Speech Department- Reviewed BOCES guidelines as a reference for speech and language program considerations and adopted a Speech Department handbook, which outlines tiered levels of services
- Next steps- Continue in efforts to create SED/BOCES aligned guidelines for tiered services in other areas of related services (counseling, occupational and physical therapy). Continue to explore means to increase social-emotional supports in schools.

Part V- A Closer Look at the Co-Teach Programming Initiative

- Comparison of 2017-18 to 2018-2019 number of co-teach class offerings by grade.
- Current feedback of implementation.
- For 2019-2020, next phase of expanding co-teach program offerings to grades 6 and 10 for the secondary level.

Part V- A Closer Look at the Co-Teach Programming Initiative

2017-2018 Co-Teach Programs Across the District

School	Grade Level(s)	# of Classes
Forest Park Elementary	Grades- K, 1, 2, 3	4
Roessleville Elementary	Grades-K, 2, 3, 4	4
Saddlewood Elementary	Grades- K, 1, 2	3
Shaker Road Elementary	Grades-1, 2	2
Veeder Elementary	Grade- K	1
Lisha Kill Middle School	Grades- 5, 6 (1-section/Subjects- English, Math only)	2
Sand Creek Middle School	Grades- 7, 8 (1-section/Subjects- English, Math only)	2
Colonie High School	N/A	0
Totals		18

Part V- A Closer Look at the Co-Teach Programming Initiative

2018-2019 Co-Teach Programs Across the District

School	Grade Level(s)	# of Classes
Forest Park Elementary	Grades- K, 1, 2, 3, 4	5
Roessleville Elementary	Grades- K, 1, 2, 3, 4	5
Veeder Elementary	Grades- K, 1 (2-sections), 3 (2-sections), 4	6
Lisha Kill MS	Grade 5 only (2-sections/Subjects- English, Math, Science, Social Studies)	8
Sand Creek MS	Grade 5 only (2-sections/Subjects - English, Math, Science, Social Studies)	8
Colonie High School	Grade 9 only (3 sections/Subjects- English, Math, Science, Social Studies)	15
Totals		47



Questions???