

IT IS THE MISSION OF THE SCHODACK CENTRAL SCHOOLS  
to develop our students to become "...active, reflective, creative learners. In our schools, they will engage in rewarding work and practice behaviors that are intelligent in both an academic and a practical sense. Students will develop the attitudes, skills and understandings that will allow them to fulfill their potential and to function successfully in their individual and social roles."

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SCHODACK CENTRAL SCHOOL DISTRICT  
1216 Maple Hill Road, Castleton, New York 12033-1699

**August 16, 2012**

**Maple Hill High School Library**

Present: J. Andrew Fleck, Paul Puccio, Bruce Romanchak, Mary Yurista, and Lisa Lafferty

Absent: George Warner, Michael Charsky, Christine DiGiulio and Michael Hiser

Also Present: Robert Horan, Monica Kim, Jason Chevrier, Michael Bennett, Ron Agostinoni, Matt LaClair, Michael Wolff, and Michele Reickert

**BOARD OF EDUCATION MINUTES – REGULAR**

1. Meeting called to order by Board President, J. Andrew Fleck at 6:00 p.m.
2. Motion to enter executive session at 6:05 to discuss Superintendent Evaluation and personnel issues
3. Motion to return to regular session at 6:29 pm. .
4. Pledge of Allegiance to the Flag
5. Paul Puccio moved to approve the present agenda. Bruce Romanchak seconded. All present in Favor.
6. Lisa Lafferty moved to approve the minutes of regular meetings: June 21, 2012 and July 11, 2012. Paul Puccio seconded. All present in favor.
7. Reports:
  1. Internal Audit Report – presented by Michael Wolff, Internal Auditor  
Mr. Wolff explained that a risk assessment is required by law once each year along with a focus area, this year the focus area was Information Technology. Mr. Wolff expressed that the reports were remarkably clean for this District. The general risk assessment looked at the business office, assets, cash, cash flow procedures, and overall operations in Business Office, Cafeteria and Transportation. He expressed that the transition of the treasurer’s duties has gone well. He recommended that segregation of duties be carefully monitored, the claims auditor meet with the board at least annually and also that all personnel that drive district vehicles, not just school bus drivers, have abstracts checked through DMV. He expressed that the use of our claims auditor and the functions of our claims auditor are very good. Bruce Romanchak asked about the district’s liability in using an outsourced Treasurer. Mr. Wolff explained that it is the district’s responsibility and liability to be sure the outsourced treasurer is performing their duties correctly. Any mistakes the outsourced treasurer makes will show on the district’s audit report. Mr. Wolff expressed that the district has an excellent Information Technology Department, and that there are a lot of good controls in place. He did suggest that there should be a policy about establishing remote access,

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*Every child will be challenged, and every child will challenge every assessment.*

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user account lists are reviewed but should be done more often and also that there should be someone verifying changes to user rights, as well as user additions and deletions. Mr. Horan asked for clarification on what verifications should be made and the board asked who should be doing that. Mr. Wolff expressed it should be used as a secondary check. He expressed that audit logs are being written up a lot more by the comptroller's office.

2. Proposed Capital Projects – Matt LaClair  
Mr. LaClair prepared a list of improvements that he feels need addressing. He asked the board to authorize him to form a committee to go over the district grounds and buildings and determine what projects would be in the best interest of the district to complete to preserve the district's assets, improve the safety of district property and conform to state and county mandates. There was discussion relating to the water connection into the Castleton Village water, Mr. LaClair expressed that it is only a matter of time before we will be required to hook in and not use out well.
3. Tax Levy – Monica Kim – Mrs. Kim gave an overview of the 2011-12 expenditures and revenues which showed that the district spent less in 2011-12 than budgeted; however, there was a decrease in revenues which lowered the savings in spending less. She also explained that the assessment disputes as of this date have resulted in a decrease in the taxes the district will collect amounting to approximately \$11,000.00 thus far. Keeping in mind that this burden will fall on the district. The tax rate set for 2012-13 will be \$20.011435 per \$1,000 in assessment. She explained that the equalization rate for Schodack is 1.0715; in essence properties are assessed higher in Schodack than the actual value. The Town of Stuyvesant properties will see a larger increase in their taxes because of the equalization rate in Schodack being over 1.0.
4. HS Student Assessment / Evaluation – 5 year average – Ron Agostinoni spoke about how graduations rates are calculated and the information used. Graduation rates are calculated as of August each year. There is no longer a 5 month minimum for attendance to be included in the graduation rate calculation. Therefore if a student enrolls and is only here a short time then leaves, that student counts towards the graduation rate. He expressed that the graduation current graduation rate is between 95 and 97 percent. Mr. Horan expressed that in a small district, one person affects the rate. He also talked about how the district brings graduates back and asks them what we could do different or what the district did that made them stay in school. There was discussion about AP courses and whether colleges accept the credit. There was discussion about the college experience as a whole. The college experience is more than credits; it is about being a part of a major, a department and about the social aspect.
5. 2012-13 District Goals – Robert Horan talked about the district's Vision Statement and "bringing it to life" by utilizing the website and to have key words highlighted within the vision statement with links to stories and things happening in the district in line with the statement. There are three district goals: 1. Strive for Academic Excellence, Mr. Horan expressed that the implementation of the Annual Professional Performance Review, providing professional development for faculty and staff, introducing Dignity for all Students Act and analyzing the impact of change on student achievement and instruction are key in district goal number 1. 2. He expressed that goal number 2 has two parts, Education and Fiscal Planning for the Future Growth of the School District and Communication and Community Involvement. He expressed that the district will be looking to expand on the various grant opportunities and maximize efficiencies as well as look at the buildings and grounds and consider a capital project to maintain and improve efficiencies and prolong the

life of our facilities. Additional revenue resources will be sought out through post-secondary institutions and business partnerships. Goal number 3 Communication and Community Involvement; the district will continue to be transparent and encourage community involvement at each building level. Use of the district's webpage, e-news, Facebook and quarterly news publications to keep the community informed and involved will continue. Mr. Horan also expressed the importance of recognizing student and employee accomplishments. Mr. Horan also talked about the Superintendent Goals for 2012-13: Implementation of APPR, increasing college and business partnerships to expand education opportunities and experiences for students and staff.

8. Board Discussion: A member of the board asked about the liability of the district with regards to the Dignity Act. Mr. Horan answered that it is the district responsibility to remain up to date on training and internal education. It was also expressed that the community and parents need to be aware of the difference between bullying and the kinds of harassment covered under the Dignity Act. Mr. Agostinoni expressed that a lot of the bullying and harassment is done off school hours and property through social media outlets and electronically, and that is it still the responsibility of the district to be aware of it and report it.
9. Meeting open for public discussion: None.
10. Policies: None.
11. Consent agenda
  - a. Paul Puccio moved for acceptance of Treasurer's Reports for the month of June 2012. Lisa Lafferty seconded. All present in favor.
  - b. Paul Puccio moved for acceptance of Revenue and Budget Status Reports for the month of June 2012. Lisa Lafferty seconded. All present in favor.
  - c. Paul Puccio moved for acceptance of Extra-Classroom Activity Report for the month of June 2012. Lisa Lafferty seconded. All present in favor.
  - d. Paul Puccio moved for acceptance of Claims Auditor Report for the month of June 2012. Lisa Lafferty seconded. All present in favor.
  - e. Paul Puccio moved for acceptance of the Internal Auditors Report for the 2011-12 school year. Lisa Lafferty seconded. All present in favor.
  - f. Bruce Romanchak moved to separate f. and discuss before any a vote be completed. Mary Yurista seconded. All present in favor. Discussion ensued after remaining consent agenda was voted on.

After discussion, Paul Puccio moved to approve the recommendation of the Superintendent not move forward at this time with a merger between the Ichabod Crane Central School District and

- the Schodack Central School District as the proposed merger report does not meet the two objectives of providing enhanced educational opportunities for all students and, at the same time, increasing efficiencies and lowering cost for the overall operations by forming a reorganized school district. The two districts will continue with conversation as it relates to shared opportunities to reduce expenditures and provide enhanced educational opportunities for students. Bruce Romanchak seconded. All present in favor.
- g. Paul Puccio moved for approval of recommendations of the district Committee on Preschool Special Education regarding 2012-2013 special education services for students: 000114128, 000114133, 000113782, 000113784, 000114048, 000114117, 000114054, 000114116 and 000114118. Lisa Lafferty seconded. All present in favor.
  - h. Paul Puccio moved for approval of recommendations of the district Committee on Special Education regarding 2012-2013 students: #000113619, 000113364, 000011330, 000011321, 000011203, 000011202, 000011186, 000113327, 000113469, 000113697, 000113696, 000113353, 000113311, 000011284, 000011214, 000011179, 000113176, 000011331, 000113806, 000113522, 000113466, 000113777, 000113445, 082490000, 000113735, 000113447, 000113554, 000011219, 000011191, 000011231, 000011210, 000113194, 000113500. Lisa Lafferty seconded. All present in favor.
  - i. Paul Puccio moved for approval of a donation from Schodack Central School District, Class of 2016 in the amount of \$800.00 in support of the middle school supplementary account. Lisa Lafferty seconded. All present in favor.
  - j. Paul Puccio moved for acknowledgement of a donation from Christmas Wish Campaign – WGY in the amount of \$400.00 in support of the Summer Work Study Program. Lisa Lafferty seconded. All present in favor.
  - k. Paul Puccio moved for approval of a contract with CDB Connections for special education services for Summer 2012 and the 2012-13 school year at a rate of \$58.00 per half hour for Assistive Technology, Teacher of the deaf and Teacher of the Visually Impaired and \$49.00 per half hour for individual sessions of Special Education, Speech Therapy, Physical Therapy, Occupational therapy, Music therapy and Social Work services. Lisa Lafferty seconded. All present in favor.
  - l. Paul Puccio moved for approval of an Independent Contract Agreement with James V. Bigley, H.M.B. Consultants, for assistance in the evaluation of the District's Food Service Management Company, during the period September 1, 2012 through June 30, 2013, not to exceed \$1,800. Lisa Lafferty seconded. All present in favor.
  - m. Paul Puccio moved for approval of an Independent Contractor Agreement with Joseph Sweeney for the period July 1, 2012 through June 30, 2013 to perform computer network and technical support services on an as-needed basis, at a rate of \$28.75 per hour. Lisa Lafferty seconded. All present in favor.
  - n. Paul Puccio moved for approval of a Professional Services Retainer Agreement in the amount of \$3,500 with Computer Professionals International (CPI) for the period July 1, 2012 through June

30, 2013 with services billed in accordance with the following rates: Standard Systems Engineering \$130/hour; Advanced Systems Engineering \$145/hour, Enterprise Systems Engineering \$160/hour and Support Center \$120 hour. Lisa Lafferty seconded. All present in favor.

- o. Paul Puccio moved for approval of a contract with Seton Health System, Inc. to provide Physical Exams for School Bus Drivers at a rate of \$80 for 19A Physical Exams and \$100 each for DOT Physical Exams for the period of August 1, 2012 through August 11, 2014. Lisa Lafferty seconded. All present in favor.
- p. Paul Puccio moved for approval of the contract with Dr. Kevin Albert, MD for the period Sept 1, 2012 through June 30, 2013 for the provision of school physician and health services based on the following fee schedule:
  - School Physician Services:  
\$3,000/ year for 30 hours/ year, \$110/hour thereafter. Lisa Lafferty seconded. All present in favor.
- q. Paul Puccio moved for approval of 2012 tax warrant for the Town of Schodack in the amount of \$11,664,098.52 and for the Town of Stuyvesant in the amount of \$106,972.48 (Total Tax Levy \$11,771,071.00). Lisa Lafferty seconded. All present in favor.
- r. Paul Puccio moved for approval of Bond Anticipation Note (BAN) in the amount of \$168,000 for renewal of existing Bond Anticipation Note pursuant to a Serial Bond Resolution dated July 7, 2011, with KeyBank at an annual interest rate of 1.79%. Lisa Lafferty seconded. All present in favor.
- s. Paul Puccio moved for approval of Bond Anticipation Note (BAN) in the amount of \$117,517.58 for renewal of existing Bond Anticipation Note pursuant to a Serial Bond Resolution dated July 1, 2010, with KeyBank at an annual interest rate of 1.79%. Lisa Lafferty seconded. All present in favor.
- t. Paul Puccio moved for approval of Bond Anticipation Note (BAN) in the amount of \$94,343.26 for renewal of existing Bond Anticipation Note pursuant to a Serial Bond Resolution dated June 18, 2009, with KeyBank at an annual interest rate of 1.79%. Lisa Lafferty seconded. All present in favor.
- u. Paul Puccio moved for acceptance of lease agreement with Questar III in the amount of \$34,500 for rental of three (3) classrooms at Maple Hill Middle School for the period of September 1, 2012 through June 30, 2013. Lisa Lafferty seconded. All present in favor.
- v. Paul Puccio moved for approval of Cooperative Agreement between Hudson Valley Community College and Schodack Central School District for College in the High School courses for the period September 1, 2012 through June 30, 2013. Lisa Lafferty seconded. All present in favor.
- w. Paul Puccio moved for approval of Certificate of Acceptance for Free and Reduced Price Meal or Special Milk Program related to the operation of the National School Breakfast and Lunch Programs. Lisa Lafferty seconded. All present in favor.

- x. Paul Puccio moved for approval of 2011-12 Child Nutrition Program Recipient Agency Annual Renewal for School Breakfast and Lunch Programs. Lisa Lafferty seconded. All present in favor.
  - y. Paul Puccio moved for approval of resolution authorizing the District Treasurer to transfer an amount not to exceed \$150,000 from 2011-12 Debt Service Fund to 2011-12 General Fund Unreserved Fund Balance, in support of 2011-12 capital project debt service in General Fund Budget. Lisa Lafferty seconded. All present in favor.
  - z. Paul Puccio moved for acceptance of transportation bid from the following vendors for selected auto parts as outlined on Bid Award Sheet, pursuant to bid opening held on August 8, 2012: Bus Parts Warehouse; H.L. Gage; J. Becker & Sons; Leonard Bus Sales; Northeast Auto Parts Bids; NY Bus Sales; School Bus Part; DePaula Chevrolet; Chatham Auto. Lisa Lafferty seconded. All present in favor.
  - aa. Paul Puccio moved for approval of a Serial Bond Resolution for the purchase of fuel efficient minivan, pursuant to a voter referendum dated May 17, 2011, in the amount not to exceed \$45,000.00. Lisa Lafferty seconded. All present in favor.
  - bb. Paul Puccio moved for acceptance of a donation from the College of St. Rose of (5) five LCD projectors and (6) six document readers valued at \$5000.00. Lisa Lafferty seconded. All present in favor.
  - cc. Paul Puccio moved for approval of resolution to adopt 2012-13 District-wide School Safety Plan. Lisa Lafferty seconded. All present in favor.
  - dd. Paul Puccio moved for acknowledgement of a donation from Concerns U/Catholic Charities of Rensselaer County in the amount of \$560.00 in support of the Summer Work Study Program. Lisa Lafferty seconded. All present in favor.
12. Resignations/Appointments
- a. Bruce Romanchak move to accept the resignation of Timothy Prall, Secondary Math Teacher, effective June 30, 2012. Paul Puccio seconded. All present in favor.
  - b. Bruce Romanchak move to accept the resignation of Valerie Camper, Teaching Assistant, effective July 16, 2012. Paul Puccio seconded. All present in favor.
  - c. Bruce Romanchak moved for the approval of the appointment of Theresa Jackson, Teaching Assistant, for (4) four hours / day, effective September 4, 2012. Paul Puccio seconded. All present in favor.
  - d. Bruce Romanchak moved for the approval of the probationary appointment of Juanita Milot, Custodial Worker, for 4 hours/day at a rate of \$15.57 per hour, effective August 17, 2012 through February 17, 2013. Paul Puccio seconded. All present in favor.

- e. Bruce Romanchak moved for the approval of the appointment of Kimberly Nemeth (certification: Information Specialist/Library Media Specialist k – 12), .80 FTE Library Media Specialist, effective September 4, 2012. Salary for the 10-month position is MA Step 1. Paul Puccio seconded. All present in favor.
- f. Bruce Romanchak moved for the approval of the three-year probationary appointment of Amy Hirschhoff (certification: Mathematics 7-12), .8 FTE Secondary Math Teacher, effective September 4, 2012. Salary for the 10-month position is MA Step 1. Paul Puccio seconded. All present in favor.
- g. Bruce Romanchak moved for the approval of the three-year probationary appointment of Nathan Porter (certification: Physics 7-12), 1.0 FTE Secondary Science Teacher, effective September 4, 2012. Salary for the 10-month position is MA Step 1. Paul Puccio seconded. All present in favor.
- h. Bruce Romanchak moved for the approval of 2011-12 extracurricular advisors/coaches:
  1. 8<sup>th</sup> Grade Class Advisor – Karen Sweet
  2. Future City Advisor – Kenneth Malloy
  3. Hillstock Advisor – Wilfred Segarra
  4. Story Tellers Advisor – Christine Fowler
  5. NYSSMA Advisor – Christina Gibney. Paul Puccio seconded. All present in favor.
- i. Bruce Romanchak moved for the approval of 2012-13 extracurricular advisors/coaches :
  1. Girls JV Soccer – Holly Rosenberger
  2. Girls Modified Soccer – Melissa Morse
  3. Boys & Girls Modified Cross Country – Rachael Kerner. Paul Puccio seconded. All present in favor.
- j. Bruce Romanchak moved for the approval of substitute teacher(s): Kate L. Wicks. Paul Puccio seconded. All present in favor.
- k. Bruce Romanchak moved for the approval of a resolution to abolish one full-time, 40 hour per week, 10 month plus 20 days, Automotive Mechanic position, effective August 17, 2012; and termination of the following incumbent in the Automotive Mechanic position, effective August 17, 2012: David Sager. Paul Puccio seconded. All present in favor.
- l. Bruce Romanchak moved for the approval of a resolution to create one full-time, 40 hour per week, 12 month Automotive Mechanic position, effective August 17, 2012; and approval of the permanent appointment of David Sager, Automotive Mechanic, effective August 17, 2012 at the service pay rate per current CSEA contract for Automotive Mechanic. Paul Puccio seconded. All present in favor.
- m. Bruce Romanchak moved for the approval of the appointment of Rebecca Blais and Jennifer Delaney as CSE Chairpersons and CPSE Chairpersons. Paul Puccio seconded. All present in favor.

13. Meeting open for public discussion. None.
14. Action items: Outline a structure for a broad based community committee to look at Buildings and Grounds Capital Projects. Feedback on AP and College in the High School and participation. Report on the percent of students who take four (4) years of Math and Science.
15. Adjournment. Having no further business before the board, Bruce Romanchak moved to adjourn. Mary Yurista seconded. Meeting adjourned at 9:26 pm.