

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."

Present: Michael Hiser, Michael Charsky, Daniel Grandinetti, Michael Tuttle, Paul Puccio, Bruce Romanchak, Christian Olsen, Mary Yurista and Victoria Adler

Also present: Michael Bennett, Monica Kim, Jason Chevrier, Jacqueline Hill, Ron Agostinoni, James Derby, and Michele Reickert

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

July 7, 2016

Maple Hill High School Library

BOARD OF EDUCATION MINUTES – REORGANIZATION MEETING

1. Bruce Romanchak moved to elect Michael Bennett as temporary chairperson, Paul Puccio seconded. All present in favor.
2. Meeting called to order by the Michael Bennett, temporary chairperson at 6:11 p.m.
3. Michael Bennett asked everyone to stand for the Pledge of Allegiance to the Flag.
4. Bruce Romanchak spoke about the passing of Mr. Horan and how difficult it is not only for the district, but for Mr. Horan's family. He asked everyone to take a moment of self-reflection.
5. Paul Puccio moved for approval of the present agenda, Michael Charsky seconded. All present in favor.
6. Paul Puccio moved to approve the appointment of the Clerk of the Board of Education – Michele Reickert, per M/C agreement for the period of July 1, 2016 through June 30, 2017. Victoria Adler seconded, all present in favor.
7. Michele Reickert took her Oath of Office for the position of District Clerk.
8. Paul Puccio moved to elect Michael Hiser as President of the Board of Education for the 2016-17 school year, Michael Charsky seconded. All present in favor.
9. Bruce Romanchak moved to elect Michael Charsky as Vice-President of the Board of Education for the 2016-17 school year, Michael Hiser seconded. All present in favor.
10. District Clerk, Michele Reickert, read the Oath of Office to re-elected members, Daniel Grandinetti and Bruce Romanchak, newly elected member, Mary Yurista, President and Vice-President. Each member signed a copy of their oath and filed it with District Clerk.
11. Michael Charsky moved to appoint Michael Bennett as Acting Superintendent effective immediately until such time that an interim or other new superintendent is appointed, Paul Puccio seconded. All present in favor.

12. District News
 - Mr. Chevrier introduced Jacqueline Hill as principal of the Maple Hill Middle School
 - Michael Bennett talked about a celebration of life that will take place on Tuesday from 5:00 pm – 7:00 pm to honor and celebrate Bob. There will be a few speakers invited from groups that Bob was active with.
13. Meeting open for public discussion: Pat Wood thanked the administrative staff and support staff for pulling together and making a difference and moving forward with his vision. Bob will always be in our hearts. Laura Cook offered condolences.
14. Board Discussion: Mr. Hiser asked for a sub-committee to meet over the next few weeks to identify candidates for interim superintendents. Michael Charsky, Bruce Romanchak, Christian Olsen and Mary Yurista will be the board members on the sub-committee. A goal was set for next Friday to have interviewed candidates. Week of July 18th a special meeting may take place to appoint an Interim Superintendent. Mr. Bennett recommended that Jason Chevrier be on the committee as a representative of the Administration.
15. 2016-17 Reorganization
 - a. Christian Olsen moved to appoint the following, effective July 1, 2016 through June 30, 2017:
 1. District Treasurer – Jill Filkins – per M/C agreement
 2. Deputy Treasurer – Monica C. Kim - \$0 annual stipend
 3. Central School Treasurer – Monica C. Kim - \$0 annual stipend
 4. Claims Auditor – Sandra Hall – per M/C agreement
 5. Student Activity Auditor – Sandra Hall - \$0 annual stipend
 6. Tax Collector – Town of Schodack, Receiver of Taxes
 7. Attendance Officer – Jason Chevrier - \$0 annual stipend
 8. Health and Safety Officers – Matthew LaClair and Michael Bennett - \$0 annual stipend
 9. School Physician – William Kostun
 10. School Attorney – Whiteman, Osterman & Hanna, Attorneys-at-Law and Honeywell Law Firm, PLLC.
 11. Insurance Agent – Rose & Kiernan, Inc.
 12. Insurance Carrier – Utica National Insurance Group & Pupil Benefits Plan, Inc.
 13. Risk Management Consultant – Needham Risk Management Resource Group
 14. Bond Counsel – Fiscal Advisors
 15. Workers Compensation Consortium Designee – Monica Kim
 16. Federal and State Grant Coordinators – Jason Chevrier and Michael Bennett
 17. Section 504 Compliance Officer – Michael Bennett
 18. Medicaid Compliance Officer – Michael Bennett
 19. Information Security Program Designee – James Yox
 20. Chief Emergency Officer – Acting Superintendent
 21. Title I Coordinator – Jason Chevrier
 22. Liaison for Homeless Children and Youth – Jason Chevrier

Christian Olsen moved for approval of a resolution to abolish the position of Superintendent of Building and Grounds II. Victoria Adler seconded. All present in favor.

Christian Olsen moved for approval of a resolution to create the position of Director of

Facilities II. Victoria Adler seconded. All present in favor.

- b. Christian Olsen moved for the designation of official newspaper for the school district – presently the Troy Record. Victoria Adler seconded. All present in favor.
- c. Christian Olsen moved for the designation of depository banks for the school district – presently Key Bank of Eastern New York, NA (maximum deposit \$15,000,000), MBIA Class (maximum deposit amount \$15,000,000), and TD Bank (maximum deposit \$15,000,000). Victoria Adler seconded. All present in favor.
- d. Christian Olsen moved for the designation of Board of Education Workshop/Meeting Schedule for the 2016-17 School Year:

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|--------------------|------|-----------------------|-----------------------|
| September 15, 2016 | 6:00 | Regular | High School Library |
| October 20, 2016 | 6:00 | Regular | High School Library |
| November 3, 2016 | 6:00 | <i>Workshop</i> | High School Library |
| November 17, 2016 | 6:00 | Regular | High School Library |
| December 15, 2016 | 6:00 | Regular | High School Library |
| January 19, 2017 | 6:00 | Regular | High School Library |
| February 9, 2017 | 6:00 | Regular | High School Library |
| March 2, 2017 | 6:00 | <i>Workshop</i> | High School Library |
| March 23, 2017 | 6:00 | Regular | High School Library |
| April 13, 2017 | 6:00 | Regular | High School Library |
| May 4, 2017 | 6:00 | <i>Public Hearing</i> | High School Library |
| May 16, 2017 | 7:00 | Regular | High School Library * |
| June 15, 2017 | 6:00 | Regular | High School Library |
| July 6, 2017 | 6:00 | <i>Organizational</i> | High School Library |
| August 10, 2017 | 6:00 | Regular | High School Library |

* School Budget Vote and Election, note time

Victoria Adler seconded. All present in favor.

- e. Christian Olsen moved for the authorization of Superintendent to certify payroll to Treasurer for payment – present incumbent is Acting Superintendent. Victoria Adler seconded. All present in favor.
- f. Christian Olsen moved for the authorization of District Treasurer or Deputy Treasurer to sign School Lunch Claims and Reports – present incumbents are Jill Filkins and Monica C. Kim. Victoria Adler seconded. All present in favor.
- g. Christian Olsen moved for the authorization of District Treasurer or Deputy Treasurer to sign Form SA300, Federal Commodities – present incumbents are Jill Filkins and Monica C. Kim. Victoria Adler seconded. All present in favor.
- h. Christian Olsen moved for the authorization of District Treasurer or Deputy Treasurer to sign district checks with facsimile signatures – present incumbents are Jill Filkins and Monica C. Kim. Victoria Adler seconded. All present in favor.
- i. Christian Olsen moved for the authorization of District Treasurer or Deputy Treasurer to

- execute transfers of funds by wire among authorized district bank accounts – present incumbents are Jill Filkins and Monica C. Kim. Victoria Adler seconded. All present in favor.
- j. Christian Olsen moved for the authorization of Director of Business and Support Services to approve hand drawn payments – present incumbent is Monica C. Kim. Victoria Adler seconded. All present in favor.
 - k. Christian Olsen moved for the designation of signatures on checks: Jill Filkins, District Treasurer, or Monica C. Kim, Director of Business and Support Services, or Acting Superintendent. Victoria Adler seconded. All present in favor.
 - l. Christian Olsen moved for the authorization of Superintendent to approve budget transfers – present incumbent is Acting Superintendent. Victoria Adler seconded. All present in favor.
 - m. Christian Olsen moved for the authorization of Director of Business and Support Services as purchasing agent – present incumbent is Monica C. Kim. Victoria Adler seconded. All present in favor.
 - n. Christian Olsen moved for the authorization of Director of Business and Support Services as Records Management Officer – present incumbent is Monica C. Kim. Victoria Adler seconded. All present in favor.
 - o. Christian Olsen moved for the authorization of Superintendent as Records Access Officer – present incumbent is Acting Superintendent. Victoria Adler seconded. All present in favor.
 - p. Christian Olsen moved for the authorization of Superintendent to approve attendance at conferences, conventions, workshops, etc. – present incumbent is Acting Superintendent. Victoria Adler seconded. All present in favor.
 - q. Christian Olsen moved for the authorization of Assistant Superintendent of Human Resources, Safe Schools and Pupil Personnel Services (PPS) as Title IX Officer – present incumbent is Michael Bennett. Victoria Adler seconded. All present in favor.
 - r. Christian Olsen moved for the authorization of Director of Facilities as LEA (Local Educational Agency) Asbestos Designee – present incumbent Matt LaClair, contingent upon his appointment as Director of Facilities. Victoria Adler seconded. All present in favor.
 - s. Christian Olsen moved for the authorization of Director of Facilities as Toxic Substances Coordinator – present incumbent is Matt LaClair, contingent upon his appointment of Director of Facilities. Victoria Adler seconded. All present in favor.
 - t. Christian Olsen moved for the authorization of Director of Facilities as Integrated Pest Management (IPM) Coordinator – present incumbent is Matt LaClair, contingent upon his appointment to Director of Facilities. Victoria Adler seconded. All present in favor.
 - u. Christian Olsen moved for the approval of annual resolution to establish standard workday for appointed employees for reporting to NYS Employees' Retirement System and New York State Teachers' Retirement System. Victoria Adler seconded. All present in favor.

- v. Christian Olsen moved to establish the 2016-17 mileage reimbursement rate for use of personally owned vehicles while on official business at IRS rate, currently \$.54 per mile. Victoria Adler seconded. All present in favor.
- w. Christian Olsen moved for the authorization of petty cash allotments and custodians as follows:
 - 1) \$100 for district office – Michele Reickert (Shelli)
 - 2) \$100 for high school office – E. Lisa Nichols
 - 3) \$100 for middle school office – Janis Clarke
 - 4) \$100 for elementary school office – Ruth Gregware
 - 5) \$100 for MHMS Community Charities Account – Jacqueline Hill
 Victoria Adler seconded. All present in favor.
- x. Christian Olsen moved for approval of \$100,000 (per employee) and \$1,000,000 (for Treasurer, Claims Auditor, Tax Collector and Director of Business and Support Services) Faithful Blanket Bond for the 2016-17 school year. Victoria Adler seconded. All present in favor.
- y. Christian Olsen moved for the authorization of job titles requiring district-owned cellular telephones per list. Victoria Adler seconded. All present in favor.
- z. Christian Olsen moved for approval to grant the following district employees a monthly cell phone reimbursement for the purpose of conducting school district business:

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|--------------------|---------|
| Robert Horan | \$50.00 |
| Jason Chevrier | \$40.00 |
| Ron Agostinoni | \$40.00 |
| Matt LaClair | \$40.00 |
| Mary Mabb | \$40.00 |
| Jim Yox | \$40.00 |
| Matthew Purificato | \$40.00 |
| Monica Kim | \$40.00 |
| James Derby | \$40.00 |
| David Austin | \$40.00 |
| Michael Bennett | \$40.00 |
| Jacqueline Hill | \$40.00 |

 Victoria Adler seconded. All present in favor.
- aa. Christian Olsen moved for the authorization of 403(b) vendors for the 2016-17 school year: American Fund; Ameriprise Financial (River Source); AXA Equitable Life Insurance Company; Fidelity Investments; ING/VOYA; Mass Mutual; MetLife of CT (Travelers); Oppenheimer Funds; Primerica Financial; Thrivent Financial; Vanguard Fiduciary Trust Co. Victoria Adler seconded. All present in favor.
- bb. Christian Olsen moved for approval of annual resolution authorizing district to participate in cooperative bidding arrangements as approved by purchasing agent. Victoria Adler seconded. All present in favor.
- cc. Christian Olsen moved for approval of 2016-17 rates for substitutes, chaperones,

- scorekeepers and timers, sports officials, election officials, continuing education instructors, tutors, mentors, summer school, curriculum development, photo copier use and extension of regular work duties beyond teacher contract day based on rate list. Victoria Adler seconded. All present in favor.
- dd. Christian Olsen moved for approval of the 2016-17 Facilities Use rates (same as 2015-16). Victoria Adler seconded. All present in favor.
 - ee. Christian Olsen moved to re-adopt all policies and codes of ethics in effect during 2015-16. Victoria Adler seconded. All present in favor.
 - ff. Christian Olsen moved to re-adopt all academic curriculums in effect during 2015-16. Victoria Adler seconded. All present in favor.
 - gg. Christian Olsen moved to re-adopt all textbook series in effect during 2015-16. Victoria Adler seconded. All present in favor.
 - hh. Christian Olsen moved for the appointment of Acting Superintendent, Michael Bennett, Ron Agostinoni, James Derby, Jacqueline Hill and Jason Chevrier as Dignity Act Coordinators; Michael Bennett, Jason Chevrier as District-wide Dignity Act Coordinators. Victoria Adler seconded. All present in favor.

President Hiser closed Reorganization Meeting and opened the Regular Meeting.

BOARD OF EDUCATION MINUTES – REGULAR MEETING

1. Michael Tuttle moved for approval of minutes of regular meeting June 16, 2016. Bruce Romanchak seconded. All present in favor.
2. Bruce Romanchak moved to table Policies until a future board meeting:
 - a. 1 to 1 Device Policy – 2nd reading and adoption.
Michael Charsky seconded. All present in favor.
3. Board Discussion. None.
4. Consent agenda
 - a. Michael Charsky moved for acceptance of the Claims Auditor’s Report for the month of May 2016. Victoria Adler seconded. All present in favor.
 - b. Michael Charsky moved for acceptance of the Treasurer’s Report for the month of May 2016. Victoria Adler seconded. All present in favor.
 - c. Michael Charsky moved for approval of recommendations of the district Committee on Special Education regarding 2016-17 special education services for students: 000114809, 000114800, 000114620, 000114690, 000114653, 000114849, 000113559, 000113673, 000113445, 000011186, 000011419, 000113440, 000113322, 000113469, 000114691, 000113310, 000114013, 000114804, 000113834, 000113696, 000113311, 000113776, 000113266, 000113671, 081890000, 082520000, 000011191, 000011110, 000011202, 000010877, 000113357, 000113500, 000113288, 000011214, 000113361, 000011406, 000011179, 082330000, 000011402, 000011407, 000114927, 000011203, 000114181, 000113430, 000113619, 000114253, 000113495, and 082340007. Victoria Adler seconded. All present in favor.
 - d. Michael Charsky moved for approval of members of Committees on Pre-School Education for the 2016-17 school year: Parents of the preschool child; Not less than one regular education teacher of the student whenever the student is or may be participating in the regular education environment; Not less than one special education teacher or special education provider of the student; CPSE Chairpersons: Michael Bennett and Jacqueline Hill; Additional Parent Members at the request of parent; An individual who can interpret the instructional implications of evaluation results; Other persons having knowledge or special expertise regarding the student; For a child in transition from early intervention to CPSE, the appropriate professional designated by the agency that has been charged with the responsibility for the preschool child; and Special Education Coordinator for Rensselaer County (invited – not required) Anne Hansen. Victoria Adler seconded. All present in favor.
 - e. Michael Charsky moved for approval of members of Subcommittees on Special Education for the 2016-17 school year: Parents of the student; Not less than one regular education teacher of the student whenever the student is or may be participating in the regular education environment; Not less than one special education teacher or special education provider of the student; Sub-CPSE and Sub-CSE Chairperson: Michael Bennett, Lauren

Simon-Friedfel, Jennifer Delaney; a school psychologist, whenever a new psychological evaluation is reviewed or a change to a more intensive staff/student ratio; an individual who can interpret the instructional implications of evaluation results; other persons having knowledge or special expertise regarding the student; and if appropriate, the student. Victoria Adler seconded. All present in favor.

- f. Michael Charsky moved for approval of members of Committee on Special Education for the 2016-17 school year: Parent or persons in parental relationship to the student; Not less than one regular education teacher of the student whenever the student is or may be participating in the regular education environment; Not less than one special education teacher or special education provider of the student: Kaitlyn Castle, Laura Larsen, Andrea Hanna, Mary Mosher, Wendy Nolan, Sarah Loszynski, Tammy Seres, Zenia Dingman, Lucas Ashby, Sandra Silva, Erica Zampella, Stacy Herron, Kerry Kakule, Jamie Colloton, Lauren MacDonald, Lori Clesceri; School Psychologist: Lauren Simon-Friedfel, Jennifer Delaney; CSE Chairpersons: Michael Bennett and Jacqueline Hill; An Individual who can interpret the instructional implications of evaluation results; School Physician, if requested: Community Care Physicians, P.C.; Additional Parent Members at the request of the parents; Other persons having knowledge or special expertise regarding the student; and if appropriate, the student. Victoria Adler seconded. All present in favor.
- g. Michael Charsky moved for approval of Committee on Special Education Surrogate Parents for 2016-17: Father Thomas Krupa, Sacred Heart Church, Castleton; Barbara Gershman, Castleton; Reverend of Emmanuel Reformed Trinity Lutheran Church.
- h. Michael Charsky moved for approval of Independent Evaluators: Dr. Alan J. Barnett, Clifton Park; Dr. Tobie Ann Dorn, Albany; Dr. Carol Possin, Niskayuna; Karner Psychological Associates, Guilderland; Dr. Alison Curley, Niskayuna; Children's Neuropsychological Services, PLLC-Dr. Andrew Labarge/Dr. Paula Zuffante, Slingerlands; Campbell House, Schenectady. Victoria Adler seconded. All present in favor.
- i. Michael Charsky moved for approval of list of impartial hearing officers for 2016-17: All Impartial Hearing Officers on the *Rotational Selection List of IHO's* established by the State Education Department. Victoria Adler seconded. All present in favor.
- j. Michael Charsky moved for approval of a Bond Anticipation Note (BAN) pursuant to the serial bond resolutions dated May 20, 2014 and May 7, 2015 for \$11,466,347 with TD Bank, NA with a net interest cost of .79%. Victoria Adler seconded. All present in favor.

Bruce Romanchak moved to table item k. and move to a future board meeting. Paul Puccio seconded. All present in favor. Motion tabled.

- k. TABLED: Approval of a Memorandum of Agreement between Schodack Central School District and the Schodack Administrators Association.
- l. Michael Charsky moved for approval of a contract with Willie Ross School for the Deaf Outreach Dept., Inc. for the period of July 1, 2016 through June 30, 2016. Victoria Adler seconded. All present in favor.

- m. Approval of a contract with H.M.B. Consultants, (James Bigley), for assistance in the evaluation of the Districts Food Services Management Company for the 2016-17 school year. Victoria Adler seconded. All present in favor.
 - n. Michael Charsky moved for approval of a Professional Services Retainer Agreement in the amount of \$9,780 with Computer Professionals International (CPI) for the period July 1, 2016 through June 30, 2017 with services billed in accordance with the following rates: Standard Systems Engineering \$130/hour; Advanced Systems Engineering \$145/hour, Enterprise Systems Engineering \$175/hour and Support Center \$120 hour. Victoria Adler seconded. All present in favor.
 - o. Michael Charsky moved for approval of a Contract Extension with Chartwells as food service management company for the 2016-17 school year at a per meal price of \$2.3979 for Lunch. Victoria Adler seconded. All present in favor.
 - p. Michael Charsky moved for approval of a Memorandum of Agreement between Schodack Central School District and Civil Service Employees Association decreasing one Secretary I position from 12 months less 10 days to 12 months less 20 days. Victoria Adler seconded. All present in favor.
5. Resignations/Appointments
- a. Michael Charsky moved for approval of the appointment of Lucas Ashby as Summer School Online Coordinator. Paul Puccio seconded. All present in favor.
 - b. Michael Charsky moved for approval of the appointment of Lucas Ashby as Teaching Assistant for Middle School Skills and High School Regents Review. Paul Puccio seconded. All present in favor.
 - c. Michael Charsky moved for approval of the appointment of Lynn Donnelly and Carissa Zuniga as substitute Teaching Assistant for Middle School Skills and High School Regents Review. Paul Puccio seconded. All present in favor.
 - d. Michael Charsky moved for approval of a three year probationary appointment of Maureen Squier, (certification: Library Media Specialist), commencing on September 1, 2016, as Library Media Specialist, in the tenure area of Library Media Specialist, at a salary of MA 3, provided that, except to the extent required by law, in order to be granted tenure, she shall have received composite or overall annual professional performance review ratings pursuant to Education Law §3012-c or §3012-d of either effective or highly effective in at least 3 of the 4 preceding years, and if she receives an ineffective composite or overall rating in the final year of the probationary period, she shall not be eligible for tenure at that time. Paul Puccio seconded. All present in favor.
 - e. Michael Charsky moved for approval of a four year probationary appointment of Crystal Martin, (certification: Childhood Education, Grades 1-6), commencing on September 1, 2016, as Elementary Teacher, in the tenure area of Elementary Teacher, at a salary of MA 1, provided that, except to the extent required by law, in order to be granted tenure, she shall have received composite or overall annual professional performance review ratings pursuant to Education Law §3012-c or §3012-d of either effective or highly effective in at least 3 of the 4 preceding years, and if she receives an ineffective composite or overall rating in the final

year of the probationary period, she shall not be eligible for tenure at that time. Paul Puccio seconded. All present in favor.

- f. Michael Charsky moved for approval of the permanent appointment of Matthew LaClair to the position of Director of Facilities II effective July 1, 2016 (for the purpose of title change only). Paul Puccio seconded. All present in favor.
 - g. Michael Charsky moved for acceptance of the resignation of Renee Egan as Girls JV Soccer Coach. Paul Puccio seconded. All present in favor.
 - h. Michael Charsky moved for approval of the following substitute teacher(s): Valerie Flood, Florence Heeder, and Karen Harris. Paul Puccio seconded. All present in favor.
6. Meeting open for public discussion: Mr. Chevrier expressed that the district has received an overwhelming amount of condolences from the education community, members of the community and people from other states. Mr. Puccio spoke that one of Bob's legacies is the way the administrative team functions; the community and district are fortunate to have such a strong administrative team that can function as a team and run the district in the absence of a Superintendent. Mr. Bennett talked more about the commitment and dedication of the faculty and staff in the district and the support they give to the administrative team. The board does not have a doubt that this system will move forward without worry. The board appreciates the community, parents, children, and every employee.
7. Action items: Sub-committee will begin to look for an Interim Superintendent
8. Adjournment: Having no further business before the board, President Hiser adjourned the meeting at 6:52 pm.

Respectfully Submitted:

Michele A. Reickert

District Clerk