

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

**July 9, 2015**

**Maple Hill High School Library**

Present: Michael Charsky, Jeanne Strazza, Victoria Adler, Daniel Grandinetti, Michael Tuttle, Bruce Romanchak and Christian Olsen

Absent: Michael Hiser and Paul Puccio

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

**BOARD OF EDUCATION MINUTES – REORGANIZATION MEETING**

1. Meeting called to order by Superintendent Horan at 6:00 p.m.
2. Superintendent Horan asked everyone to stand for the Pledge of Allegiance to the Flag.
3. Bruce Romanchak moved for approval of present agenda, Jeanne Strazza Seconded. All present in favor.
4. Bruce Romanchak moved to elect Superintendent Robert Horan as temporary chairperson. Jeanne Strazza seconded. All present in favor.
5. Superintendent Horan administered the Oath of Office to Michele Reickert as District Clerk.
6. Michael Charsky moved to elect Michael Hiser as President of the Board of Education for the 2015-16 school year, Christian Olsen seconded. All present in favor.
7. Christian Olsen moved to elect Michael Charsky as Vice-President for the 2015-16 school year, Bruce Romanchak seconded. All present in favor.
8. District Clerk, Michele Reickert administered the Oath of Office to re-elected member, Michael Charsky, newly elected member Michael Tuttle, and Vice-President Michael Charsky.
9. Reports:
  - a. NONE
10. Board Discussion: Mr. Horan distributed a copy of the new standards for the Athletic Placement Process, and expressed that there are a few changes to the Selective Classification process. He explained that the District will need to approve a resolution each year that says the district does

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participate in the athletic placement process. Mr. Horan talked about a letter from the State Police and the new regulations for School Safety Plans and how the district will distribute the information to law enforcement. He spoke about the Maple Hill Lacrosse Foundation and their request to have the district fully fund the Lacrosse team. The foundation has been funding the team going into the 6<sup>th</sup> year. The board asked for information on student participation and on the other sports the district currently offers.

11. Meeting open for public discussion. None.
12. 2015-16 Reorganization
  - a. Bruce Romanchak moved for approval of appointments, effective July 1, 2015 through June 30, 2016:
    1. Clerk of the Board of Education – Michele Reickert – per M/C agreement
    2. District Treasurer – Jill Filkins – per M/C agreement
    3. Deputy Treasurer – Monica C. Kim - \$0 annual stipend
    4. Central School Treasurer – Monica C. Kim - \$0 annual stipend
    5. Claims Auditor – Sandra Hall – per M/C agreement
    6. Student Activity Auditor – Sandra Hall - \$0 annual stipend
    7. External Auditor – Marvin and Company, PC
    8. Tax Collector – Town of Schodack, Receiver of Taxes
    9. Attendance Officer – Michael Bennett - \$0 annual stipend
    10. Health and Safety Officer – Matt LaClair - \$0 annual stipend
    11. School Physician – William Kostun
    12. School Attorney – Whiteman, Osterman & Hanna, Attorneys-at-Law
    13. Insurance Agent – Rose & Kiernan, Inc.
    14. Insurance Carrier – Utica National Insurance Group & Pupil Benefits Plan, Inc.
    15. Risk Management Consultant – Needham Risk Management Resource Group
    16. Bond Counsel – Fiscal Advisors
    17. Workers Compensation Consortium Designee – Monica Kim. Christian Olsen seconded, Michael Tuttle abstained, all others present in favor.
  - b. Bruce Romanchak moved to approve the designation of official newspaper for the school district – presently the Troy Record. Christian Olsen seconded, Michael Tuttle abstained, all others present in favor.
  - c. Bruce Romanchak moved to approve 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). Christian Olsen seconded, Michael Tuttle abstained, all others present in favor.
  - d. Bruce Romanchak moved to approve the designation of Board of Education Workshop/Meeting Schedule for the 2015-16 School Year:

September 17, 2015	6:00	Regular
October 15, 2015	6:00	Regular
November 5, 2015	6:00	Workshop
November 19, 2015	6:00	Regular
December 3, 2015	6:00	Workshop
December 17, 2015	6:00	Regular
January 21, 2016	6:00	Regular
February 11, 2016	6:00	Regular
March 17, 2016	6:00	Regular
April 21, 2016	6:00	Regular
May 5, 2016	6:00	Public Hearing
May 17, 2016 *	8:00	Regular
June 16, 2016	6:00	Regular
July 7, 2016	6:00	Organizational
August 18, 2016	6:00	Regular

\* School Budget Vote and Election. Christian Olsen seconded, Michael Tuttle abstained, all others present in favor.

- e. Bruce Romanchak moved to approve the authorization of Superintendent to certify payroll to Treasurer for payment – present incumbent is Robert Horan. Christian Olsen seconded, Michael Tuttle abstained, all others present in favor.
- f. Bruce Romanchak moved to approve the authorization of District Treasurer or Deputy Treasurer to sign School Lunch Claims and Reports – present incumbents are Jill Filkins and Monica C. Kim. Christian Olsen seconded, Michael Tuttle abstained, all others present in favor.
- g. Bruce Romanchak moved to approve the authorization of District Treasurer or Deputy Treasurer to sign Form SA300, Federal Commodities – present incumbents are Jill Filkins and Monica C. Kim. Christian Olsen seconded, Michael Tuttle abstained, all others present in favor.
- h. Bruce Romanchak moved to approve the authorization of District Treasurer or Deputy Treasurer to sign district checks with facsimile signatures – present incumbents are Jill Filkins and Monica C. Kim. Christian Olsen seconded, Michael Tuttle abstained, all others present in favor.
- i. Bruce Romanchak moved to approve 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. Christian Olsen seconded, Michael Tuttle abstained, all others present in favor.
- j. Bruce Romanchak moved to approve the authorization of Director of Business and Support

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Services to approve hand drawn payments – present incumbent is Monica C. Kim. Christian Olsen seconded, Michael Tuttle abstained, all others present in favor.

- k. Bruce Romanchak moved to approve the designation of signatures on checks: Jill Filkins, District Treasurer, or Monica C. Kim, Director of Business and Support Services, or Robert Horan, Superintendent. Christian Olsen seconded, Michael Tuttle abstained, all others present in favor.
- l. Bruce Romanchak moved to approve the authorization of Superintendent to approve budget transfers – present incumbent is Robert Horan. Christian Olsen seconded, Michael Tuttle abstained, all others present in favor.
- m. Bruce Romanchak moved to approve the authorization of Director of Business and Support Services as purchasing agent – present incumbent is Monica C. Kim. Christian Olsen seconded, Michael Tuttle abstained, all others present in favor.
- n. Bruce Romanchak moved to approve the authorization of Director of Business and Support Services as Records Management Officer – present incumbent is Monica C. Kim. Christian Olsen seconded, Michael Tuttle abstained, all others present in favor.
- o. Bruce Romanchak moved to approve the authorization of Superintendent as Records Access Officer – present incumbent is Robert Horan. Christian Olsen seconded, Michael Tuttle abstained, all others present in favor.
- p. Bruce Romanchak moved to approve the authorization of Superintendent to approve attendance at conferences, conventions, workshops, etc. – present incumbent is Robert Horan. Christian Olsen seconded, Michael Tuttle abstained, all others present in favor.
- q. Bruce Romanchak moved to approve the authorization of Assistant Superintendent of Curriculum, Instruction and Pupil Personnel Services as Title IX Officer – present incumbent is Michael Bennett. Christian Olsen seconded, Michael Tuttle abstained, all others present in favor.
- r. Bruce Romanchak moved to approve the authorization of Superintendent of Buildings and Grounds as LEA (Local Educational Agency) Asbestos Designee – present incumbent Matt LaClair. Christian Olsen seconded, Michael Tuttle abstained, all others present in favor.
- s. Bruce Romanchak moved to approve the authorization of Superintendent of Buildings and Grounds as Toxic Substances Coordinator – present incumbent is Matt LaClair. Christian Olsen seconded, Michael Tuttle abstained, all others present in favor.
- t. Bruce Romanchak moved to approve the authorization of Superintendent of Buildings and Grounds as Integrated Pest Management (IPM) Coordinator – present incumbent is Matt LaClair. Christian Olsen seconded, Michael Tuttle abstained, all others present in favor.

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- u. Bruce Romanchak moved for approval of an annual resolution to establish standard workday for appointed employees for reporting to NYS Employees' Retirement System and New York State Teachers' Retirement System. Christian Olsen seconded, Michael Tuttle abstained, all others present in favor.
- v. Bruce Romanchak moved to approve the establishment of 2015-16 mileage reimbursement rate for use of personally owned vehicles while on official business at IRS rate, currently \$ .575 per mile. Christian Olsen seconded, Michael Tuttle abstained, all others present in favor.
- w. Bruce Romanchak moved to approve 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 – James Derby. Christian Olsen seconded, Michael Tuttle abstained, all others present in favor.
- x. Bruce Romanchak 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 2015-16 school year. Christian Olsen seconded, Michael Tuttle abstained, all others present in favor.
- y. Bruce Romanchak moved to approve the authorization of job titles requiring district-owned cellular telephones per list (to be provided). Christian Olsen seconded, Michael Tuttle abstained, all others present in favor.
- z. Bruce Romanchak moved for approval to grant the following district employees a monthly cell phone reimbursement for the purpose of conducting school district business:
- |                    |   |
|--------------------|---|
| 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. Christian Olsen seconded, Michael Tuttle abstained, all others present in favor. |

- aa. Bruce Romanchak moved to approve the authorization of 403(b) vendors for the 2015-16 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. Christian Olsen seconded, Michael Tuttle abstained, all others present in favor.
- bb. Bruce Romanchak moved for approval of annual resolution authorizing district to participate in cooperative bidding arrangements as approved by purchasing agent. Christian Olsen seconded, Michael Tuttle abstained, all others present in favor.
- cc. Bruce Romanchak moved for approval of 2015-16 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. Christian Olsen seconded, Michael Tuttle abstained, all others present in favor.
- dd. Bruce Romanchak moved for approval of the 2015-16 Facilities Use rates. Christian Olsen seconded, Michael Tuttle abstained, all others present in favor.
- ee. Bruce Romanchak moved for the re-adoption of all policies and codes of ethics in effect during 2014-15. Christian Olsen seconded, Michael Tuttle abstained, all others present in favor.
- ff. Bruce Romanchak moved for the re-adoption of all academic curriculums in effect during 2014-15. Christian Olsen seconded, Michael Tuttle abstained, all others present in favor.
- gg. Bruce Romanchak moved for the re-adoption of all textbook series in effect during 2014-15. Christian Olsen seconded, Michael Tuttle abstained, all others present in favor.
- hh. Bruce Romanchak moved to approve the appointment of members of Board of Education to committees and task forces in blank form, to then be discussed and amended and voted on once amended. Christian Olsen seconded. All present in favor.

Bruce Romanchak moved to approve the appointment of members of Board of Education to committees and task forces as amended:

- CES Building Planning Team Paul Puccio
- MS Building Planning Team Michael Charsky and Michael Tuttle
- HS Building Planning Team Michael Hiser and Christian Olsen
- Professional Development Planning Bruce Romanchak
- Information Communication Committee Michael Charsky and Christian Olsen
- NYSSBA Legislative Liaison Paul Puccio
- Health and Safety / SAVE Committee Jeanne Strazza and Victoria Adler
- Audit Committee Daniel Grandinetti and Christian Olsen
- Policy Committee Bruce Romanchak and Victoria Adler. Victoria Adler seconded. All present in favor.

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- ii. Bruce Romanchak moved for approval of resolution to designate Board and Community members to serve on the Internal Audit Committee, effective July 1, 2015 as required by statute: Daniel Grandinetti, Christian Olsen, Mary Yurista, Scott Schulz, Christopher Stephens as committee members. Christian Olsen seconded, Michael Tuttle abstained, all others present in favor.
- jj. Bruce Romanchak moved for the approval of the appointment of Michael Bennett and Jason Chevrier as District-wide Dignity Officer; Robert Horan, James Derby, and Ron Agostinoni as Building Dignity Officers. Christian Olsen seconded, Michael Tuttle abstained, all others present in favor.

### **BOARD OF EDUCATION MINUTES – REGULAR MEETING**

1. Bruce Romanchak moved for approval of minutes of regular meeting June 18, 2015. Christian Olsen seconded, all present in favor.
2. Policies: Bruce Romanchak moved for the adoption of policies a. through d.,
  - a. Curriculum Development, Resources and Evaluation – 2<sup>nd</sup> reading and adoption
  - b. Education of Homeless Children and Youth – 2<sup>nd</sup> reading and adoption
  - c. Student Transportation – 2<sup>nd</sup> reading and adoption
  - d. Title I Parent Involvement – 2<sup>nd</sup> reading and adoption. Christian Olsen seconded. All present in favor. Policies adopted.
3. Board Discussion. None.
4. Consent agenda
  - a. Bruce Romanchak moved for acceptance of the Student Activities Report for the quarter ending June 2015. Christian Olsen seconded. All present in favor. Christian Olsen seconded, all present in favor.
  - b. Bruce Romanchak moved for the approval of the recommendations of the district Committee on Special Education regarding 2015-2016 special education services for students: 000114694, 000114169, 000114581, 000114563, 000114115, 000114709, and 000114693. Christian Olsen seconded, all present in favor.
  - c. Bruce Romanchak moved for the approval of members of Committees on Pre-School Education for the 2015-16 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

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education provider of the student; CPSE Chairperson: Michael Bennett; Additional Parent Members: Patricia McKnight, Melanie Teliska, Linda Siatkowski, Diana Ferreira; 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. Christian Olsen seconded, all present in favor.

- d. Bruce Romanchak moved for the approval of members of Subcommittees on Special Education for the 2015-16 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. Christian Olsen seconded, all present in favor.
- e. Bruce Romanchak moved for the approval of members of Committee on Special Education for the 2015-16 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: Laura Eaton, Andrea Hanna, Florence Heeder, Jacqueline Hill, Mary Mosher, Wendy Nolan, Sarah Loszynski, Tammy Seres, Zenia Skalij, Lucas Ashby, Sandra Silva, Erica Zampella, Stacy Herron, Kerry Kakule, Jamie Colloton, Lauren MacDonald, Lori Clesceri (contingent upon approval of item j. under resignations and appointments); School Psychologist: Lauren Simon-Friedfel, Jennifer Delaney; CSE Chairperson: Michael Bennett; An Individual who can interpret the instructional implications of evaluation results; School Physician, if requested: Community Care Physicians, P.C.; Additional Parent Members: Patricia McKnight, Carol Nato, Linda Siatkowski, Diana Ferreira; Other persons having knowledge or special expertise regarding the student; and if appropriate, the student. Christian Olsen seconded, all present in favor.
- f. Bruce Romanchak moved for the approval of Committee on Special Education Surrogate Parents for 2015-16: Father Thomas Krupa, Sacred Heart Church, Castleton; Barbara Gershman, Castleton; Reverend of Emmanuel Reformed Trinity Lutheran Church. Christian Olsen seconded, all present in favor.
- g. Bruce Romanchak moved for the 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.

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Christian Olsen seconded, all present in favor.

- h. Bruce Romanchak moved for the approval of list of impartial hearing officers for 2015-16: All Impartial Hearing Officers on the *Rotational Selection List of IHO's* established by the State Education Department. Christian Olsen seconded, all present in favor.
- i. Bruce Romanchak moved for the approval of a Contract Extension with Chartwells as food service management company for the 2015-16 school year at a per meal price of \$2.3765 for Lunch . Christian Olsen seconded, all present in favor.
- j. Bruce Romanchak moved for the approval of contract for special education services with Wildwood Programs for two (2) pupils for the period July 6, 2015 through August 14, 2015, in the amount of \$15,310.00 (Note: this is based on an interim 2014-15 tuition rate, subject to change once 2015-16 tuition rates set by SED are released). Christian Olsen seconded, all present in favor.
- k. Bruce Romanchak moved for the approval of recommendations of the district Committee on Special Education regarding 2015-16 special education services for students: 000114660. Christian Olsen seconded, all present in favor.
- l. Bruce Romanchak moved for the approval of a Bond Anticipation Note (BAN) pursuant to the serial bond resolutions dated May 20, 2014 and May 7, 2015 for \$3,026,347.00 with TD Bank, NA with a net interest cost of 0.77%. Christian Olsen seconded, all present in favor.

5. Resignations/Appointments

- a. Bruce Romanchak moved for the approval of the appointment of Kerry Mullahy, as .6 AIS Math Specialist, effective September 1, 2015. Christian Olsen seconded. All present in favor.
- b. Bruce Romanchak moved for the approval of the distribution of 2014-15 Unused Extra-Curricular funds from Girls JV Softball assigned as follows:
  - 1. MHHS Yearbook Photography Editor: \$819.66 to Pat Wood
  - 2. MHHS Science Bowl Coach: \$409.83 to Leonard Bacon
  - 3. MHHS Book Club: \$204.92 to Susan Wollner
  - 4. MHHS Book Club: \$204.92 to Heather Flood
  - 5. MHHS Student of the Month Chairperson: \$204.92 to Heather Flood
  - 6. CES Lip Sync DVD Development: \$204.92 to Kelsey Roman. Christian Olsen seconded. All present in favor.
- c. Bruce Romanchak moved for the approval of the appointment of Gretchen Ashby, Teaching Assistant, for Summer Distance Learning MS Skills Development and for Distance Learning HS Regents review; Brenda Nixon as substitute. Christian Olsen seconded. All present in favor.
- d. Bruce Romanchak moved for the approval of the appointment of Lucas Ashby as Summer

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School Online Coordinator. Christian Olsen seconded. All present in favor.

- e. Bruce Romanchak moved for the acceptance of the resignation of Laura Naumovitz , Library Media Specialist, effective July 9, 2015. Christian Olsen seconded. All present in favor.
  - f. Bruce Romanchak moved for the approval of a one year leave of absence for Rebekah Demassio as Special Education Teacher (Grade 5) for the 2015-16 school year. Christian Olsen seconded. All present in favor.
  - g. Bruce Romanchak moved for the approval of a one year appointment of Rebekah Demassio (certification: Literacy (Birth–Grade 6, Students With Disabilities (Grades 1-6) and Childhood Education (Grades 1-6)) as Elementary Teacher for the 2015-16 school year. Christian Olsen seconded. All present in favor.
  - h. Bruce Romanchak moved for the approval of a one year leave of absence for Lori Clesceri as 4 hour Teaching Assistant for the 2015-16 School Year. Christian Olsen seconded. All present in favor.
  - i. Bruce Romanchak moved for the approval of a one year appointment of Lori Clesceri (Certification: Students with Disabilities (Grades 1–6) and Childhood Education (Grades 1-6)) as Extended Term Substitute Teacher for Rebekah Demassio Grade 5 Special Education for the 2015-16 school year. Christian Olsen seconded. All present in favor.
  - j. Bruce Romanchak moved for the approval of the appointment of summer custodial help: Joseph Auer, for up to 20 hours per week at a rate of \$8.75 per hour, effective July 20, 2015 through August 30, 2015. Christian Olsen seconded. All present in favor.
  - k. Bruce Romanchak moved for the approval of a correction to the appointment of summer custodial help: Nathaniel Coleda appointed at the June 18, 2015 board meeting, correction shall fix minimum wage rate from \$8.00 to current rate of \$8.75. Christian Olsen seconded. All present in favor.
6. Meeting open for public discussion. None.
7. Action items: The board asked for information on the sports teams. Mr. Horan reminded everyone about the upcoming workshop on July 15, 2015.
8. Adjournment. Having no further business before the board Vice-President Charsky adjourned the meeting at 6:37 pm.