

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."

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

September 18, 2008

Maple Hill High School Library

BOARD OF EDUCATION MINUTES - REGULAR

Present: Paul Puccio, Seth Hendrick, Susan Megna, Vice President; Andrew Fleck, Ricardo Cosgrave, Paula Noll, President; Beth Nichols Hesse, George Warner, Phyllis Weber Scannell.

Also Present: Doug Hamlin, Superintendent; Donna Watson, Director of Curriculum, Instruction and Staff Development; Lori Colistra, Director of Pupil Personnel Services; Jason Chevrier, CES; Michael Bennett, MHMS; Liz Chipman, District Clerk.

1. Meeting called to order by President Noll at 7 p.m.
2. Approval of present agenda. George Warner moved to amend agenda to include board discussion following reports. Phyllis Weber Scannell seconded. All present in favor. Seth Hendrick moved to approve present agenda. Andrew Fleck seconded. All present in favor.
3. Minutes
 - a. Approval of minutes of regular meeting of August 21, 2008 with revisions:
 - (9y) Approval of Independent Contractor Agreement with Sherri **Bellucci**, Special Education Teacher of the Hearing Impaired, to provide sign language training for transportation personnel on September 3, 2008, at a rate of \$60.00 per hour, for a total not to exceed \$120.00
 - (9ff) Approval of Change Orders for construction contract of Brownell Electric Corp. (Capital Improvement Project Phase 3 Project #4915-01-04-0004-010) to be deducted from construction contingency; \$0.00 change to contract sum of **\$759,000.00**:
Change Order #001 in the amount of \$6,339.00
Change Order #002 in the amount of \$4,160.94. Seth Hendrick moved approval of minutes of August 21, 2008 with revisions. George Warner seconded. All present in favor.
 - b. Approval of minutes of special meeting of September 3, 2008. Andrew Fleck moved approval of minutes of September 3, 2008. Seth Hendrick seconded. All present in favor.
4. Meeting open for public discussion. Cyn Tomko thanked board for all they do for our children and community. Safety of bus garage concerns were addressed. One board meeting per month, workshop meetings as needed. Plans for communication from board to community.
5. Reports
 - a. Ricardo Cosgrave moved to change order of reports, with Construction Report first. George Warner seconded. All present in favor. Construction Report. Ed Goodwill reported. Update on bus garage. Still awaiting delivery of bus washing station. Middle school: all unit ventilators in all rooms working, electrical work continues on second shift. One new boiler should be ready to start up tomorrow. All unit ventilators working in high school. Electrical work continues on second shift. CES: site work, sidewalks being installed. Topsoil has been spread, hydroseeded. Grading in back of building continues. Site lighting has been installed. Inside work: gym and classroom painting is continuing. Floor tiling is continuing. Tiling in kitchen is complete. Equipment to be moved in soon. Classroom cabinetry has all arrived, being installed on second floor. Electrical and heating work in existing building. Questions, comments, discussion. "Punch list" is being generated and addressed as work is happening.

Foot traffic and vehicular traffic control between middle school parking lot and soccer fields.

Community is starting to comment on how nice the new school looks. Change orders. Board extended thanks to Ed Goodwill for his work on managing the project.

- b. Communications. Doug Hamlin reported. Doug introduced Jason McCord from Questar III communications services. Draft communication plan in board packets. Doug recommended distribution of draft plan to community members in attendance. Board approval by consensus. Doug highlighted aspects of communication plan/goals. District website. Email communication with parents and community. E-School Parent Communication. Distribution lists for each school. Discussion. Citizen budget group. Board of education meetings made more "user friendly." Relationships with local news media. Survey to community. Community-wide conversations. Survey will be available for two weeks, beginning 9/19. Forums to begin 11/6. Questions, discussion. Need to disseminate surveys to people not directly engaged with the school. Newsletter. Internal stakeholders in general communication group. Board role in communication plan. Communication among and between departments in school buildings.

6. Board Discussion. Ricardo Cosgrave moved to add public discussion following reports. Seth Hendrick seconded. Cyn Tomko: reaching senior citizens. Rebecca: timely website stories are wonderful. Board discussion. Seth Hendrick: air quality improvement in high school. Middle school library looks great. Paul Puccio: expansion of commercial tax base. Opposition to Crown Enterprises. George Warner: current economic situation in NY State. Possible fiscal shortfall to district. Preparing for austerity measures for the future. Board consensus is to add item to board meeting agenda for administration to highlight possible areas for reduction. Michael Bennett: kudos to maintenance staff for getting school up and running for beginning of year, as well as staff. Open house for 4th graders. Fourth grade breakfasts. Open house next week. Jason Chevrier: new CES building is beautiful. School opening went well. thanks to faculty and staff. Parent nights. NYSSBA annual conference.

7. Policies

8. Consent agenda

- a. Paul Puccio moved acceptance of Claims Auditor's Report for the month of July 2008. George Warner seconded. All present in favor.
- b. Paul Puccio moved acceptance of Treasurer's Report for the month of July 2008. Discussion. George Warner seconded. All present in favor.
- c. Paul Puccio moved acceptance of Extra-classroom Activity Report for the month of July 2008. George Warner seconded. All present in favor.
- d. Paul Puccio moved acceptance of Revenue and Budget Status Reports for the fourth quarter ending June 2008. George Warner seconded. All present in favor.
- e. Paul Puccio moved acceptance of Revenue and Budget Status Reports for the month of July 2008. George Warner seconded. All present in favor.
- f. Paul Puccio moved acceptance of donation from South Schodack Volunteer Fire Co. Ladies Auxiliary in the amount of \$100.00 in support of the Maple Hill Middle School Community Charities account. George Warner seconded. All present in favor.
- g. Paul Puccio moved acceptance of donation from Castleton Kiwanis Club in the amount of \$1,000.00 in support of CES AIS Homework Program. George Warner seconded. All present in favor.

- h. Paul Puccio moved approval of Bond Anticipation Note (BAN) in the amount of \$121,304.19 for renewal of existing Bond Anticipation Note pursuant to a Serial Bond Resolution dated 8/3/2006 with Key Bank at an annual interest rate of 3.00%. George Warner seconded. All present in favor.
- i. Paul Puccio moved approval of Bond Anticipation Note (BAN) in the amount of \$68,802.40 for renewal of existing Bond Anticipation Note pursuant to a Serial Bond Resolution dated 8/18/2005 with Key Bank at an annual interest rate of 3.00%. George Warner seconded. All present in favor.
- j. Paul Puccio moved approval of Consulting Agreement with Needham Risk Management Resource Group, LLC for consultation and maintenance of health and safety programs, and for personnel and human resource management services, effective October 1, 2008 through December 31, 2008, at the rate of \$2,125.00 per calendar month for up to 26.65 hours per month. Authorized services in excess of total hours for three-month period (79.95 hours) at a rate of \$65.00/hour. George Warner seconded. All present in favor.
- k. Paul Puccio moved approval of 60-month installment plan with Capital Region BOCES/NERIC for the rental and maintenance of nine Xerox Work Centre copiers/network printers, NYS Contract #PC59472 [(2) Model W5632P, (7) Model W5455PT] based on proposal (Estimated annual cost \$33,400.00 less BOCES aid of \$24,200=\$9,200 net cost). George Warner seconded. All present in favor.
- l. Paul Puccio moved authorization for Superintendent of Schools to approve and execute service agreement with The Omni Financial Group, Inc. for third party administration of employer 403 (b) plan at an annual cost of \$2,995 and for development of Basic Plan Document at an annual cost of \$3,000 for compliance with IRS regulations, pending final review by legal counsel. George Warner seconded. All present in favor.
- m. Paul Puccio moved approval of contract for special education services with Wildwood Programs for one (1) pupil for the period September 4, 2008 through June 25, 2009 in the amount of \$41,590 (based on 07-08 SED tuition rate - 08-09 rate pending). George Warner seconded. All present in favor.
- n. Paul Puccio moved approval of change in assessment due to "error in essential fact" for Colin M. & Sharon Campbell, 54 Scott Avenue, Castleton, NY for property located on Scott Avenue (198.16-5-65) from \$15,970.00 to \$14,763.00 resulting in 2005-06 property tax refund of \$84.86; 2006-07 property tax refund of \$87.39; 2007-08 property tax refund of \$89.95. George Warner seconded. All present in favor.
- o. Paul Puccio moved approval of Change Order for construction contract of Arcon Construction & Management Services, Inc. (Castleton Elementary School-Project #4915-01-04-0001-014): Change Order E-#013 in the amount of \$11,831.00; \$6,536.00 to be deducted from remaining contract contingency; \$5,295.00 to be added to electrical contract; new contract sum will be \$1,253,095.00. George Warner seconded. All present in favor.
- p. Paul Puccio moved approval of Change Orders for construction contract of Sano-Rubin Construction Co. (Castleton Elementary School Project #4915-01-04-0001-014) to be deducted from construction contingency; \$0 change to revised contract sum amount of \$6,499,725:
Change Order #030 in the amount of \$7,272.00
Change Order #031 in the amount of \$12,170.00
Change Order #033 in the amount of \$2,118.00
Change Order #034 in the amount of \$2,814.00
Change Order #035 in the amount of \$2,106.00 . George Warner seconded. All present in

favor.

- q. Paul Puccio moved approval of Change Orders for construction contract of Gallo Construction Corp.

(Capital Improvement Project Phase 3-Project)

1 #4915-01-04-0002-017 (MHHS)*

2 #4915-01-04-0004-010 (MHMS)**

*Change Order #003 in the amount of \$16,608.98 to be deducted from construction contingency; \$0 change to contract sum of \$1,582,400.00

*Change Order #004 in the amount of \$1,052.58 to be deducted from construction contingency; \$0 change to contract sum of \$1,582,400.00

**Change Order #005 in the amount of \$8,401.81 to be deducted from construction contingency; \$0 change to contract sum of \$1,582,400.00

*Change Order #006 in the amount of \$3,276.00 to be deducted from construction contingency; \$0 change to contract sum of \$1,582,400.00

*Change Order #008 in the amount of \$17,094.81 to be added to General Construction contract; new contract sum will be \$1,609,723.83. George Warner seconded. All present in favor.

- r. Paul Puccio moved approval of creation of one Teacher Assistant position, 10-14 hours per week, to be funded from Children's Institute Primary Mental Health Project Grant. George Warner seconded. All present in favor.

- s. Paul Puccio moved approval of recommendations of district Committee on Pre-School Special Education regarding 2008-09 special education services for students #000113503, #000113517, #000113520, #000113519. Discussion. George Warner seconded. All present in favor.

- t. Paul Puccio moved acceptance of non-cash donations of (1) Artely flute and (1) Selmer clarinet (valued at \$200 each) from Steve Whitbeck, in support of Maple Hill Middle School Music Program. George Warner seconded. All present in favor.

- u. Paul Puccio moved acceptance of non-cash donation of (1) painting of Clove Road School from Ronald Lammerts. George Warner seconded. All present in favor.

9. Resignations/Appointments

- a. Phyllis Weber Scannell moved acceptance of resignation of Stephanie Hulett, Teacher Aide, effective August 22, 2008. Seth Hendrick seconded. All present in favor.
- b. Phyllis Weber Scannell moved approval of Jesse Braverman (certification: Special Education; Social Studies 7-12) as regular substitute for Sarah Loszynski, effective September 2, 2008. Seth Hendrick seconded. All present in favor.
- c. Phyllis Weber Scannell moved approval of Kristen Nunziato (certification: Childhood Education [Grades 1-6]) as regular substitute for Annette Segarra, effective September 2, 2008. Seth Hendrick seconded. All present in favor.
- d. Phyllis Weber Scannell moved approval of substitute teachers: Kerry Ouellette, Alicia Reagan. Seth Hendrick seconded. All present in favor.
- e. Phyllis Weber Scannell moved approval of non-instructional substitutes: Kerry Ouellette. Seth Hendrick seconded. All present in favor.
- f. Phyllis Weber Scannell moved approval of extracurricular advisors/coaches for 2008-09:

- (1) Christopher Murphy - 7th/8th Grade Softball Coach
 - (2) Jennifer Delaney - Freshman Class Co-Advisor
 - (3) Caitlin Donahue - Odyssey of the Mind - MHHS Team Advisor
 - (4) Jeffrey Smith - Science Olympiad Advisor
 - (5) Susan Wollner - MHHS Student Council Advisory
 - (6) Mary VanVliet - Freshman Class Co-Advisor
 - (7) Jillian Post - JV Softball Coach. Seth Hendrick seconded. All present in favor.
- g. Phyllis Weber Scannell moved approval of change in hours for Lisa Smith-Auer, Secretary I, from 4.5 hours/day to 5.0 hours/day, effective September 19, 2008. Seth Hendrick seconded. All present in favor.
 - h. Phyllis Weber Scannell moved approval of change in hours for Theresa Jackson, Teacher Assistant, from 7.0 hours/day to 6.0 hours/day, effective September 4, 2008. Seth Hendrick seconded. All present in favor.
 - i. Phyllis Weber Scannell moved approval of change in hours for Margaret McCabe, Teacher Assistant, from 6.0 hours/day to 7.0 hours/day, effective September 4, 2008. Seth Hendrick seconded. All present in favor.
 - j. Phyllis Weber Scannell moved emergency conditional appointment of Helen McGrath, Food Service Employee, effective September 22, 2008. Seth Hendrick seconded. All present in favor.
10. Meeting open for public discussion. Automatic devices in rest rooms.
 11. Ricardo Cosgrave moved to add second board discussion. George Warner seconded. All present in favor. Ricardo Cosgrave: read letter of resignation to board, presented letter to board President. Paula Noll, President accepted resignation with regret. Extended thanks to Rik for his service to the board. Doug Hamlin extended thanks to Rik and honored his personal sacrifice in serving on the board. Andrew Fleck moved to accept with regret resignation of Ricardo Cosgrave, effective September 18, 2008. Phyllis Weber Scannell seconded. Voting yes: Paul Puccio, Seth Hendrick, Susan Megna, Andrew Fleck, Beth Nichols Hesse, George Warner, Ricardo Cosgrave. Voting no: Paula Noll. Options to fill the vacancy. Discussion. Consensus is to go with application and interview process. Timeline. Early November. How to publicize vacancy. Doug Hamlin: Sherri Fisher request that audit committee meet on October 8, Wednesday, 7pm.
 11. Action items. Board role in communication plan. Review agenda.
 12. Executive Session. Paul Puccio moved to enter into executive session at 9:05pm. Seth Hendrick seconded. All present in favor.
 13. Adjournment. Having no other business before the board, meeting adjourned at 10:30pm.

Respectfully submitted,
 Elizabeth Chipman
 District Clerk