

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

**High School Open House - 7:00 p.m. Auditorium**  
**Members to Attend prior to Start of Meeting**

September 20, 2007

Maple Hill High School Library

**BOARD OF EDUCATION MINUTES - REGULAR**

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

Also Present: Sherri Fisher, Director of Business and Support Services; Jason Chevrier, CES; Donna Watson, Director of Curriculum and Staff Development; Lorraine Colistra, Director of Pupil Personnel Services; Roger Gorham, MHMS; Doug Hamlin, Superintendent; Liz Chipman, District Clerk.

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1. Meeting called to order by President Noll at 6:45pm. Meeting moved to library 7:20pm.

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  2. Approval of present agenda. Robert Hamilton moved to approve present agenda. Paul Puccio seconded. All present in favor.
  3. Approval of minutes of regular meeting of August 16, 2007. Robert Hamilton moved approval of minutes of the regular meeting of August 16. Paul Puccio seconded. All present in favor.
  4. Meeting open for public discussion. Matt LaClair thanked the custodial staff for their work in getting the modular classrooms ready for opening of school. Board extended appreciation to the custodial staff as well. Cyn Tomko expressed frustration at placement of public discussion on board agenda. Concern about public urination on grounds during sports events near area of bus garage and CES village. Entrance door to CES village should have clear signage. Bus drivers have concerns about safety in the parking lot and around bus garage during sports events.
  5. Reports
    - A. Capital Project Oversight
      - 1) Construction Report - Ed Goodwill, Clerk of the Works. Some small things still need to be adjusted in the modular village. Doors adjusted, heat is operating, pipes under modular will be insulated so they won't freeze this winter. Board extended thanks to Ed for his work in supervising the project.
      - 2) CES Demolition, Construction, Renovation - Phil Snyder, Stieglitz, Snyder Architecture. Phil commended district and board on collaboration for getting modular village up and running so quickly. Kick-off meeting for CES demolition/construction is next Tuesday, 9/25. Environmental concerns for bus garage are being focused on. Excited to see the project moving forward. Board

discussion, questions, comments. Plans to communicate with properties neighboring CES regarding noise, traffic, etc.

- a. Construction contracts. Phil requested board approval for contracts with all the major contractors. Contracts have been reviewed by legal counsel, insurance, etc.
- b. Schedule. Meeting prior to beginning of work on CES 9/25. Meeting with SED to expedite the approval of drawings on other buildings.

- c. Approval of contracts with prime contractors

- (i) Approval of contract with Sano-Rubin Construction Co., Inc., 624 Delaware Avenue, PO Box 9078, Albany, NY 12209, in the amount of \$6,501,500 (Base Bid of \$6,444,000 and Alternate No. GC-1 Bid of \$57,500) with the following additional unit prices: \$24.00 per cu. yd. install-topsoil; \$13.00 per cu. yd.-spoil haul off; \$20.00 per cu. yd. install-undercutting; \$50.00 per sq. yd. install-medium duty asphalt patching; \$1.00 per sq. yd. install-seeding; \$1.00 per sq. ft. install-VCT floor tile;\$33.00 per sq. yd. install-carpet; \$28.00 per lin. ft. install.-5'-0" concrete sidewalk; \$110.00 each location-glove bag asbestos removal; \$8.00 per sq. ft.-floor tile mastic removal; \$28.00 per cu. yd. ft.-engineered fill; \$66.00 per cu. yd.-soil disposal (related to oil tank removal); \$1.00 gallon-oil/sludge disposal (related to oil tank removal) for **General Construction scope** of work for Castleton Elementary School Capital Improvement Project in relation to October 26, 2006 capital construction project bond referendum (pursuant to bid opening held on August 8, 2007). Paul Puccio moved approval of contract. Robert Hamilton seconded. All present in favor.

- (ii) Approval of contract with Mazone Plumbing & Heating, Inc., 93 Elsmere Avenue, Delmar, NY 12054, in the amount of \$574,425 (Base Bid only, excludes Alternate No. P-1 Bid) for **Plumbing scope** of work for Castleton Elementary School Capital Improvement Project in relation to October 26, 2006 capital construction project bond referendum (pursuant to bid opening held on August 8, 2007). Seth Hendrick moved approval of contract. Rik Cosgrave seconded. All present in favor.

- (iii) Approval of contract with T. Lemme Mechanical, Inc., 95 Champlain Street, Albany, NY 12204, in the amount of \$1,263,000 (Base Bid) for **HVAC scope** of work for Castleton Elementary School Capital Improvement Project in relation to October 26, 2006 capital construction project bond referendum (pursuant to bid opening held on August 8, 2007). Paul Puccio moved approval of contract. Phyllis Scannell seconded. All present in favor.

- (iv) Approval of contract with ARCON Construction & Management Services, Inc., 8 Railroad Avenue, Albany, NY 12205, in the amount of \$1,263,000 (Base Bid only, excludes Alternate No. E-1) for **Electrical scope** of work for Castleton Elementary School Capital Improvement Project in

relation to October 26, 2006 capital construction project bond referendum (pursuant to bid opening held on August 8, 2007). Robert Hamilton moved approval of contract. Paul Puccio seconded. All present in favor.

d. CES Village Update - Jason Chevrier. Sincere thanks to Matt LaClair and Ed Goodwill. Thanks to custodial staff at all three buildings. Thanks to faculty and staff who gave up their Labor Day weekend to move into the village. Board extended thanks to Jason for his leadership during the transition from the CES building into the modular village. Programming at modular village. The classrooms are large, bright and spacious. Kindergartners are adjusting nicely. Special recognition to the special area teachers. Carl Ashby has made modifications to his program to adjust to temporary gym space, is also sharing office space. He has also worked to adjust recess schedule. Librarian at CES deserves kudos for working in the "librateria." Art and music are sharing the same space and have done a good job of making it work. Morning program is divided into two alternating days, K/1 and 2/3. Some parents miss the old morning program, but school is doing best to adjust. Lunch and recess. Board comments, questions, discussion.

#### 6. Audit Committee

A. Internal Auditor Report - Ray Cerrone, Meghan Heimroth Questar III. Ray Cerrone expressed appreciation to the business office staff, Sherri Fisher in particular. Role and responsibility of audit committee. Proposed timeline for meetings. Recap of 2006-07 internal audit focus. Audit plan for 2007-08.

#### 5. Reports

##### B. Tax Impact: Capital Project & Re-Assessment

1) Report of Re-Assessment Committee Meeting 8/30. Doug Hamlin reported. District response/communication regarding re-assessment. Board is not responsible for re-assessment, the town is. Board should communicate that district is conducting business as usual.

##### C. Community Engagement

1) Report of Communication Strategy Committee Meeting 8/27. Susan Megna reported. How to build better communication with community in all areas. Suggestion boxes.

2) Comment on Parent Night Interaction. Bob Horan not present to discuss. Parent night in progress.

##### D. Measures of Success

1) Distance Learning and Mandarin Chinese - Bob Horan. ICC committee meeting, Chinese was discussed, and apparently is going very well. Distance learning classroom is very exciting. Bob Horan gave overview of class menu, schools in network. Virtual field trips.

2) Report of Measures Committee Meeting 9/17. Doug Hamlin reported. Valuable yet challenging process. Identify at least one process measure that will allow BOE to know that there is an identified process underway. Outcome measure that would show use of that process. Do this for each school. Discussion, comments, questions from board members. Organization-wide v. individual assessment. Need to contact graduates.

6. Audit Committee

B. Comptroller's Report - Discussion/Board of Education Response. Doug Hamlin reported. Recommendation from comptroller is to sever contract with Questar III as our internal auditing contractor. Discussion, questions.

C. RFP Responses for Internal Auditing Services - Discussion/How to Proceed. RFP responses distributed to board members. Sherri Fisher highlighted bids to board. Requested guidance from board on how to proceed. Questions, discussion from board members. Penalties for non-compliance with comptroller's recommendation? Board consensus is to stay with Questar III, draft response to comptroller's office.

7. Policies - 1<sup>st</sup> Readings

A. Revision to Cellular Telephone Policy Regulations 3-222R. Discussion, questions. Policy moved by consensus to second reading.

B. Revision to Competitive Bidding Policy 4-202. Discussion, questions. Policy moved by consensus to second reading.

8. Consent agenda

a. Robert Hamilton moved acceptance of Revenue and Budget Status Reports for fourth quarter ending June 2007. Seth Hendrick seconded. All present in favor.

b. Robert Hamilton moved acceptance of Extra-Classroom Activity Report for fourth quarter ending June 2007. Seth Hendrick seconded. All present in favor

c. Robert Hamilton moved acceptance of Treasurer's Report for the month of July 2007. Seth Hendrick seconded. All present in favor.

d. Robert Hamilton moved acceptance of Claims Auditor's Report for the month of July 2007. Seth Hendrick seconded. All present in favor.

e. Robert Hamilton moved acceptance of Revenue and Budget Status Reports for month of July 2007. Seth Hendrick seconded. All present in favor.

f. Robert Hamilton moved acceptance of Extra-classroom Activity Report for month of July 2007. Seth Hendrick seconded. All present in favor.

g. Robert Hamilton moved acceptance of donation from Senior Class of 2007 in the amount of \$239.00 in support of Music Department trip to Orlando, FL in March 2008. Seth Hendrick seconded. All present in favor.

h. Robert Hamilton moved acceptance of donation from Pat Gillespie in the amount of \$150.00 in support of Music Department trip to Orlando, FL in March 2008. Seth Hendrick seconded. All present in favor.

- i. Robert Hamilton moved acceptance of insurance proceeds from Utica National Insurance Group in the amount of \$34,798.49 in relation to March 2007 CES Water-Intrusion property loss claim. Seth Hendrick seconded. All present in favor.
- j. Robert Hamilton moved approval of Bond Anticipation Note (BAN) in the amount of \$161,738.92 for renewal of existing Bond Anticipation Note pursuant to Serial Bond Resolution dated 08/03/2006 with Key Bank at an annual interest rate of 3.61%. Seth Hendrick seconded. All present in favor.
- k. Robert Hamilton moved approval of Bond Anticipation Note (BAN) in the amount of \$103,203.60 for renewal of existing Bond Anticipation Note pursuant to Serial Bond Resolution dated 08/18/2005 with Key Bank at an annual interest rate of 3.61%. Seth Hendrick seconded. All present in favor.
- l. Robert Hamilton moved approval of resolution authorizing an increase in the 2007-08 budget of \$16,500.00 to support implementation costs associated with Distance Learning Program to be offset by legislative grant-in-aid. Seth Hendrick seconded. All present in favor.
- m. Robert Hamilton moved approval of contract with Stericycle, Inc. from September 1, 2007 through September 1, 2008 in the amount of \$78.89 per month plus \$110.00 per additional pick-up for regulated medical waste services. Seth Hendrick seconded. All present in favor.
- n. Robert Hamilton 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, 2007 through December 31, 2007, at the rate of \$2,050 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. Seth Hendrick seconded. All present in favor.
- o. Robert Hamilton moved approval of contract for special education services with Center for Disability Services for two (2) pupils for the period September 5, 2007 through June 20, 2008, in the amount of \$65,934 (\$32,967 per student). (Note: This is the current 2006-07 rate; 2007-08 rate is pending for final STAC SED approval.). Seth Hendrick seconded. All present in favor.
- p. Robert Hamilton moved approval of contract for special education services with Parsons Child and Family Center for one (1) pupil for the period September 5, 2007 through June 26, 2008, in the amount of \$29,189. Seth Hendrick seconded. All present in favor.
- q. Robert Hamilton moved approval of Change Order (# 001) for construction contract of

DelSignore Blacktop Paving, Inc. (Maple Hill Middle School) in the amount of \$4,000, increasing the total contract amount to \$151,792. Seth Hendrick seconded. All present in favor.

r. Robert Hamilton moved approval of [recommendations of district Committee on Preschool Special Education regarding 2007-08 special education services for students #097944523, #kbkbbkbbk, #khkhkhkhk](#). Seth Hendrick seconded. All present in favor.

s. Robert Hamilton moved approval of [recommendations of district Committee on Special Education regarding 2007-08 special education services for students #000113383, 000113376](#). Seth Hendrick seconded. All present in favor

T. Robert Hamilton moved acceptance of non-cash donation of miscellaneous art supplies from Cindy Lammerts, valued at \$178.78 in support of Maple Hill High School art curriculum. Seth Hendrick seconded. All present in favor.

U. Robert Hamilton moved acceptance of anonymous donation in the amount of \$500.00 in support of Maple Hill Middle School Community Charities account. Seth Hendrick seconded. All present in favor.

V. Robert Hamilton moved acceptance of donation from the Class of 2007 in the amount of \$200.00 in support of Maple Hill High School Class of 2011. Seth Hendrick seconded. All present in favor.

W. Robert Hamilton moved acceptance of donation from Maple Hill Middle School PTO in the amount of \$1,000.00 to support a portion of the cost associated with the purchase of an Audio Visual mixer for Maple Hill Middle School instructional program. Seth Hendrick seconded. All present in favor.

X. Robert Hamilton moved approval of resolution authorizing an increase in 2007-08 General Fund budget in the total amount of \$1,500.00 to support a portion of the cost associated with the purchase of an Audio Visual mixer for the Maple Hill Middle School instructional program, to be offset by a \$1,000.00 gift/donation from the Maple Hill Middle School PTO and a \$500.00 gift/donation from the Maple Hill Middle School PAC Extracurricular Club; the estimated balance of \$2,744.00 to be paid from the 2007-08 General Fund Budget. Seth Hendrick seconded. All present in favor.

Y. Robert Hamilton moved approval of creation of one School Bus Attendant position, 1.0 hour/day, effective September 17, 2007. Seth Hendrick seconded. All present in favor.

## 9. Retirements

## 10. Resignations/Appointments

- a. Robert Hamilton moved acceptance of resignation of Shannon DeCelle as art teacher, effective August 21, 2007. Paul Puccio seconded. All present in favor.
- b. Robert Hamilton moved acceptance of resignation of David Haley, School Bus Driver, effective end of workday September 14, 2007. Paul Puccio seconded. All present in favor.
- c. Robert Hamilton moved approval of Kristen Nunziato (certification: Childhood Education [Grades 1-6]) as regular substitute teacher for Amy Puccio, effective September 1 through November 9, 2007. Paul Puccio seconded. All present in favor.
- d. Robert Hamilton moved emergency conditional three-year probationary appointment of Caitlin Donahue (certification pending: English 7-12) as Secondary English teacher, effective September 1, 2007. Salary for the 10-month position is BA Step 1. (Emergency conditional re-appointment effective October 1, 2007). Paul Puccio seconded. All present in favor.
- e. Robert Hamilton moved approval of Theresa Hovish (certification: Art) as art teacher (.67 FTE), effective September 1, 2007. Salary for the 10-month position is MS Step 1 (pro-rated). Paul Puccio seconded. All present in favor.
- f. Robert Hamilton moved approval of three-year probationary appointment of Sarah Reisig (certification: Childhood Education [Grades 1-6]), teaching assistant, for 6 hours/day, at a rate of \$14.18/hour, effective September 4, 2007. Paul Puccio seconded. All present in favor.
- g. Robert Hamilton moved approval of emergency conditional three-year probationary appointment of Marisol Bermudez-Ellis, teaching assistant, for 6 hours/day at a rate of \$14.18/hour, effective September 4, 2007. Paul Puccio seconded. All present in favor.
- h. Robert Hamilton moved approval of substitute teachers: Steven Bassett, Kristen Sikora, Kara Taylor, Andrea Tonkin, Renee Gallagher, Sara Wolfson. Paul Puccio seconded. All present in favor.
- i. Robert Hamilton moved emergency conditional approval of substitute teachers: Alan Dellehunt, Matthew Krug, Sabine Murphy, Christine Zimmerman, Heather LaMountain, April Nelson, William Strang. Paul Puccio seconded. All present in favor.
- j. Robert Hamilton moved emergency conditional approval of substitute teachers (emergency conditional re-appointment effective September 5, 2007): Patricia Canestro, Dawn Perreault, Charles Silberman, Jaroslaw Skalij. Paul Puccio seconded. All present in favor.

- k. Robert Hamilton moved approval of non-instructional substitutes: Rhonda Moran, Dawn Lasher. Paul Puccio seconded. All present in favor.
- l. Robert Hamilton moved emergency conditional approval of non-instructional substitutes (emergency conditional re-appointment effective September 5, 2007): Kimberli Carpenter, Janice Dikant, Juanita Milot, Gloria Shook . Paul Puccio seconded. All present in favor.
- m. Robert Hamilton moved emergency conditional provisional appointment of Nikki Cioffi, Clerk, for 4.5 hours/day, at a rate of \$14.03/hour, effective February 16, 2007 subject to compliance with the Rensselaer County Civil Service Commission requirements (emergency conditional re-appointment effective August 7, 2007). Paul Puccio seconded. All present in favor.
- n. Robert Hamilton moved approval of probationary appointment Laurie Austin-Michaud, School Bus Driver, for 4.5 hours/day, at a rate of \$18.18 per hour, effective September 5, 2007 through March 5, 2008. Paul Puccio seconded. All present in favor.
- o. Robert Hamilton moved approval of temporary appointment of Frances Berger, School Bus Driver, for 4.5 hours/day, at a rate of \$18.18 per hour, effective September 5, 2007 (anticipated through June 26, 2008). Paul Puccio seconded. All present in favor.
- p. Robert Hamilton moved approval of change in hours for Jennifer Campbell, School Bus Driver, from 5.5 hours/day to 4.5 hours/day effective September 10, 2007. Paul Puccio seconded. All present in favor.
- q. Robert Hamilton moved approval of change in hours for Theresa Jackson, Teacher Assistant, from 6.5 hours/day to 6.0 hours/day effective September 12, 2007. Paul Puccio seconded. All present in favor.
- r. Robert Hamilton moved approval of new teacher mentors for 2007-08: Mary Ann Ciampoli, Mary Donnelly, Candace Eustace, Americo Frese, Zachary Miller, Suzanne Paziienza, Cheryl Petilli, Sid Reischer, Jeffrey Smith, Adam Streeter, Mary VanVliet, Pat Wood. Paul Puccio seconded. All present in favor.
- s. Robert Hamilton moved approval of extracurricular coaches/advisors for 2007-08:
  - 1) David Austin - Girls JV Basketball Coach
  - 2) Timothy Prall - Volunteer Soccer Assistant
  - 3) Linda Underwood - MHHS Dramatics Advisor. Paul Puccio seconded. All present in favor.



- T. Robert Hamilton moved acceptance of resignation of Robert Burnap, School Bus Driver, for the purpose of retirement effective end of workday October 3, 2007. Paul Puccio seconded. All present in favor.
- U. Robert Hamilton moved probationary appointment of Sarah Reisig, School Bus Attendant, for 1.0 hour/day, effective September 17, 2007 through March 17, 2008. Paul Puccio seconded. All present in favor.
- V. Robert Hamilton moved approval of change in hours for Lisa Clevenger, Teacher Assistant, from 6.0 hours/day to 6.5 hours/day, effective September 20, 2007. Paul Puccio seconded. All present in favor.
- W. Robert Hamilton moved approval of change in hours for Lisa Clevenger, School Bus Attendant from 2.0 hours/day to .5 hours/day effective September 20, 2007. Paul Puccio seconded. All present in favor.
- X. Robert Hamilton moved probationary, emergency conditional appointment of Richard Ostrander, Building Maintenance Mechanic, for 8.0 hours/day, at a rate of \$16.97/hour, effective October 29, 2007 through April 29, 2008. Paul Puccio seconded. All present in favor.
11. Board discussion. Seth Hendrick: response to process for gym space at CYO basketball has been very positive. Corner of modular village is 3-4 feet from soccer field, padding may be in order. Article by Suzanne Pazienza on arts in education. Jason Chevrier: thanks to Sherri Fisher. Paula Noll: policies index, staffing list. Letter of thanks to individuals that made the modular village possible. George Warner: October newsletter, inviting people into the district to discuss 21<sup>st</sup> century skills needed. Blurb in monthly newsletter regarding 21<sup>st</sup> century skills. Governor's commission on efficiency and competitiveness. Grant monies available. Discussion. Rik Cosgrave: email training.
12. Meeting open for public discussion. Laura Crotty commented on measures of success discussion. Commended Jason for his great leadership through the CES process.
13. Action items. Communication committee. Email training.
14. Motion to go into executive session to discuss work history of specific employees, Superintendent evaluation, contract with Williams Scottsman, negotiations with SFA . George Warner moved to enter into executive session at 10:05pm. Robert Hamilton seconded. All present in favor.

15. Adjournment. Having no other business before the board, meeting adjourned at 10:20pm.

Respectfully Submitted,

Elizabeth Chipman  
District Clerk

[BOE\AGENDA SEPT 20 07]

ADDITIONS/CHANGES TO 9/20/07 BOARD AGENDA

Consent

Resignations/Appointments