

## **Minutes are draft until approved at the December 20, 2018 meeting.**

Board of Education Agenda - Regular Meeting (Thursday, November 15, 2018)  
Generated by Shelli Reickert on Thursday, November 15, 2018

Present: Christian Olsen, Michel Tuttle, Daniel Grandinetti, Bruce Romanchak, Michael Hiser (left at 8:00 pm), and Mary Yurista

Absent: Paul Puccio, Michael Charsky and Charles Peter

Also present: Jason Chevrier, Brian Carey, Michael Bennett, James Derby, Keri Rosher, Jodi Sullivan, Jacqueline Hill, Matthew LaClair, and Michele Reickert

### **1. MEETING OPENING**

A. President Christian Olsen called the meeting to Order at 6:02 pm.

B. President Olsen asked everyone to stand for the Pledge of Allegiance to the Flag.

C. **Michael Tuttle moved** to approve the present agenda, **Mary Yurista seconded, all present in favor.**

D. **Bruce Romanchak moved** to approve the minutes of the Regular Meeting on October 18, 2018, **Daniel Grandinetti seconded, Michael Hiser abstained, all others present in favor.**

E. **Mary Yurista moved** to approve the minutes of the Regular Meeting on November 1, 2018, **Bruce Romanchak seconded, all present in favor.**

### **2. REPORTS**

A. Capital Project Update – Jason Chevrier, Matthew LaClair, and Craig Fayette spoke about the status of the Capital Project and stated that the BCI Construction has not been working to complete the final items in the project, discussion ensued regarding legal options the district can explore to get the work completed, the budget of the projects, and future projects at the high school for the kitchen and technology room. Mr. LaClair explained that the permits have already been obtained for those projects if the budget allows for the additional work. It was shared that the sewer project is on target and the district is hoping to be hooked up to the sewer in December. There were questions about the change orders on the agenda for approval, the Capital Outlay Project at Castleton Elementary School and the Tennis Courts at the Jr./Sr. High School. Information was shared about the parking lot at the Jr/Sr High School, the flow of traffic, the safety of students crossing the bus drop off loop and improvements that could be done to improve safety and traffic flow.

B. School Lunch – Brian Carey and Jason Chevrier spoke about changes to the School Lunch laws to prevent “Lunch Shaming”. Mr. Carey shared that the unpaid Lunch balances for 2017 – 2018 total approximately \$5,400. The district is working to collect the balances. In the 2018-2019 school year, there is currently an unpaid balance of approximately \$1,100. The process the school uses to collect these negative balances was shared with the board. There were changes made to the School Lunch program at the High School and how Questar III student lunches at the District Office are being catered.

C. 2019-2020 Budget Calendar – Jason Chevrier talked about the budget calendar that the district will follow which outlines the important dates to structure the budget process and deadlines. He pointed out that there will be changes to the department presentations for the upcoming budget season.

**3. PUBLIC COMMENT:** Mary Mosher talked more about the parking lot and expressed her disappointment in the design and how the traffic backs up on the road. Regina Maier spoke about the bus pick up times and if there might be a way to change bussing so students will not be picked up so early parents may not feel they need to drop their student off. Mr. LaClair expressed Mr. Griffin’s regret that he was unable to attend the meeting.

### **4. DISTRICT/BUILDING/COMMITTEE UPDATES**

#### **A. District Updates**

- Mr. Chevrier introduced Makaila Maier as the Student Representative to the Board of Education and Amy Race who was being approved as a new teacher tonight.
- Community Connection Series program – The district has partnered with members of the Schodack Police Department, Rensselaer County Prevention Services, Rensselaer City Police Department and the Mental Health Association in NYS to present on various safety and health issues. Workshops will be taking place in the upcoming months.
- Robert Horan Workforce Development Partnership– Mr. Chevrier and Mr. Bennett attended a workshop this morning which supports helping students to be career ready as well as college ready.
- Mr. Chevrier, Mr. LaClair, Chief Belardo and Lt. Reickert from the Schodack Police Department attended a safety meeting presented by Utica National Insurance on School Safety. Mr. Chevrier expressed that the meeting was very informative.
- Enrollment Report is attached to the agenda for review.
- The topic for Questar's presentation at one of our board meetings will most likely involve student presentations from students that are enrolled in CTE programs.

#### **B. Building Updates**

- Castleton Elementary School – Mr. Derby talked about the shortened Monthly Morning Assembly last month and thanked various community members for assistance with the medical situation. Title I ice cream social was held with teachers and parents whose children receive Title I services at the school. Teachers talked about what they teach and how parents can help at home, after the meeting, the students and parents have ice cream sundaes with the teachers.

- Maple Hill Jr./Sr. High School – Ms. Hill talked about the Equine group, students participate in equine therapy to help with stress. Ms. Sullivan highlighted the student led play being held this weekend, and praised our new Athletic Director who came at a busy time in athletics and has done a good job.

C. Committee Updates

- CES Building Planning Committee – Michael Tuttle and Charles Peter - The committee met and discussed internet safety, and the student handbook. Work still needs to be done on the handbook, there was discussion about additional cameras and outdoor speakers to improve safety as well as safety with the elevator at the elementary school
- Jr./Sr. HS Building Planning Committee – Paul Puccio and Michael Charsky – There was discussion about the 7<sup>th</sup> and 8<sup>th</sup> grade addition to the building, traffic in the parking lot and size of the lockers.
- Professional Development Planning Committee – Bruce Romanchak – Mr. Bennett was asked to share the events at the last professional development day. He shared that district recently held teacher led professional development and discussed the possibility of doing it again, feedback was requested and will be discussed further, there was also discussion about Mental Health.
- Technology Committee – Mary Yurista – A calendar was set for what the Committee would like to accomplish this year. There was discussion about having professional development stem from technology.
- NYSSBA Legislative Liaison – Michael Hiser – Election is now over, there has been talk about the State budget for this coming year looking very bad.
- Health and Safety / SAVE Committee – Michael Tuttle and Michael Hiser – There was discussion about the parking at the high school and risk assessment on busses. A training video was created to be shared with the transportation department.
- Audit Committee – Daniel Grandinetti, Michael Charsky, Mary Yurista, and Christian Olsen – No meeting
- Policy Committee – Bruce Romanchak and Charles Peter - There is a plan in the works to make the policy process easier for the board.

**5. ACTION ITEM FOLLOW UP / BOARD DISCUSSION**

A. Action Item Follow-up

- Parking lot - discussed in the Capital Project presentation above
- A rendition was shared for the plaques to be hung in the main lobby of the Jr. /Sr. High School for Bob Horan and Paul Puccio.

B. Board Discussion

- Mary Yurista expressed that the civilian response to the upcoming active shooter event is important, the training was done at her office and it was very informative.
- There was discussion asking that the board president and vice president share a Friday update the Friday before board meetings after the agenda-setting meeting.

**6. POLICIES: Bruce Romanchak moved to approve items A. through B. Michael Tuttle seconded, all present in favor.**

A. Approval of the 2nd reading and adoption of the following policy(ies):

- 5500 Student Records
- 6000 Fiscal Management Goals
- 6110 Budget Planning
- 6150 Budget Transfers
- 6240 Investments
- 6410 Authorized Signatures
- 6415 Electronic Banking

B. Approval to rescind the following policies being replaced by policies being adopted in item A.:

- 3-102 Student Records
- 4-100 Annual School Budget
- 4-130 Electronic Banking
- 4-204 Investment Policy

**Michael Hiser left the meeting (8:00)**

**7. FINANCE: Bruce Romanchak moved to approve items A. through F. Daniel Grandinetti seconded, all present in favor.**

- A. Acceptance of the Treasurer's Reports for the months of July, August and September 2018.
- B. Acceptance of the Claims Auditor's Reports for the months of July, August and September 2018.
- C. Acceptance of the Tax Collector's report for the 2018 tax year and discharge of the Tax Collector for the 2018-19 school year.
- D. Approval of Change Orders in accordance with Turner Construction's potential change order approval logs attached:
- E. Approval of \$40.00 per month cellular phone reimbursement or the use of a district-owned cellular telephone for the following individuals: Elise Britt \$40.00
- F. Approval of a service contract with Delta Dental of New York, Inc. for the period of July 1, 2018 through June 30, 2020.

**8. OTHER ACTION Bruce Romanchak moved to approve items A. through E. adding Item F., Michael Tuttle seconded, all present in favor.**

- A. Approval of the recommendation of the District Committee on Preschool Special Education and the District Committee on Special Education regarding Special Education Services for student(s) as indicated on the attached reports.

B. Approval of items on the attached list to be declared surplus and to be disposed of by the district in accordance with district policy.

C. Approval of an overnight trip for the class of 2019 to Ocean City, New Jersey from June 7, 2019 through June 9, 2019.

D. Acceptance of a donation from Sarah Martino consisting of purchase and installation of a 4 chamber bat house at Castleton Elementary School for her Bronze Award in Girl Scouts valued at \$259.35.

E. Motion to approve Makaila Maier as the Student Representative to the Board of Education for the 2018-19 school year.

F. Motion to approve the Budget Calendar for the 2019-2020 budget.

**9. RESIGNATIONS / APPOINTMENTS: Michael Tuttle moved to approve items A. through P. adding language to Item B., Daniel Grandinetti seconded, all present in favor.**

A. Motion to approve a (4) four year probationary appointment of Amy Anthony Race, (certification: English to Speakers of Other Languages (ESOL) and English Language Arts 7-12), commencing on November 16, 2018, as ESOL Teacher, in the tenure area of English to Speakers of Other Languages, at a salary of MA Step 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.

B. Acceptance of the resignation of Christine Malone as an elementary education teacher, for the purpose of retirement, effective June 30, 2019 **with regret and appreciation of long service.**

C. Acceptance of the resignation of Jillian Austin as Physical Education and Health Education Teacher effective November 26, 2018.

D. Acceptance of the resignation of Joseph Sterantino as School Bus Driver, School Bus Driver Trainer and School Bus Driver-Courier, effective November 5, 2018, contingent upon his probationary appointment as Automotive Mechanic.

E. Approval of the probationary appointment of Joseph Sterantino, Automotive Mechanic, for eight (8) hours per day, at a rate of \$26.09, effective November 5, 2018.

F. Approval of Alysia Brunner as the regular substitute teacher for Allison Streeter effective September 24, 2018.

G. Approval of the probationary appointment of Sharon Bourdeau as Teaching Assistant, for 6 hours per day at a rate of \$18.65 per hour, effective November 13, 2018.

H. Approval of a change in hours for Jamie Pulver, School Bus Driver, from 4.50 hours per day to 6.50 hours per day effective November 5, 2018.

I. Approval of a change in hours for Tracy Sukup, School Bus Driver, from 5.25 hours per day to 7.50 hours per day effective November 16, 2018.

J. Approval of a change in hours for Tina Martino, School Bus Driver, from 5.75 hours per day to 6.00 hours per day effective November 16, 2018.

K. Approval of a change in hours for Deborah Hammond, School Bus Attendant, from 6.00 hours per day to 7.00 hours per day effective November 16, 2018.

L. Approval of a change in hours for Jennifer Campbell, School Bus Driver, from 6.25 hours per day to 7.25 hours per day effective November 16, 2018.

M. Approval of a change in hours for Kelly Travers-Main, School Bus Driver, from 4.25 hours per day plus a .50 hour late bus run to 4.75 hours per day plus a .75 late bus run, effective November 19, 2018.

N. Acceptance of the resignation of Scott Hanrahan as the advisor for the (Fall) All-County Music for the 2018-19 school year.

O. Approval of the appointment of the following Advisor(s) for the 2018-2019 school year: Andrea Cavagnaro - All-County Music (fall)

P. Approval of the following volunteer assistant coach(es): Daniel Gillespe - Boys JV Basketball

**10. PUBLIC COMMENT:** Makaila Maier was welcomed as the Student Representative to the Board of Education.

## **11. BOARD DISCUSSION**

A. Building Tour - Board will tour the building after adjournment.

**12. ACTION ITEMS:** Communication on use of crosswalk, contact the County regarding road issues and communicate with Michael Charsky regarding committee.

**13. ADJOURNMENT** Having no further business before the board, President Olsen adjourned the meeting at 8:13 pm and the board took the tour of the Maple Hill Jr/Sr High School.