

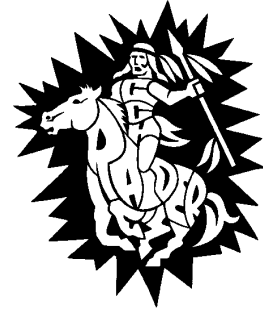
**SOUTH COLONIE CENTRAL SCHOOLS
BOARD OF EDUCATION**



A G E N D A

**February 11, 2014
District Office**

7:00 pm



CoRe VaLueS

We Believe :

- * That all children can learn.
- * In educating the whole child so he/she can meet the District's Standards.
- * In focusing on student achievement.
- * In providing a comprehensive and enriched curriculum for all students, reflecting the needs and available resources of the community.
- * That the combined commitment of the Board of Education, staff, families, students, and community is the key to educational success.

Mission Statement

Preparing successful contributing citizens of the world through school, family and community partnerships, while addressing the diverse needs of all students.

CALL TO ORDER

The Regular Meeting of the South Colonie Board of Education will be called to order by Board Vice President, Mr. Kiehle.

1. ROLL CALL

<input type="checkbox"/> Brian Casey	<input type="checkbox"/> Neil Johanning	<input type="checkbox"/> Leonard Motto
<input type="checkbox"/> Rose Gigliello	<input type="checkbox"/> David Kiehle	<input type="checkbox"/> James T. Ryan
<input type="checkbox"/> Shelle Jaquish	<input type="checkbox"/> Christine Mele	<input type="checkbox"/> Edward Sim

Also Present:

Jonathan Buhner, Superintendent of Schools
 Tim Backus, Assistant Superintendent for Instruction
 Sherri Fisher, Assistant Superintendent for Management Services & Strategic Planning
 David Seaver, Director of Human Resources
 Jamie Mroczko, District Clerk

2. PLEDGE TO THE FLAG

Mr. Kiehle will lead the pledge to the flag.

3. APPROVAL OF MINUTES

If the Board approves, the following suggested motion is in order: Motion made by _____, seconded by _____, that the minutes of the Regular Meeting on January 21, 2014, be approved.

Yes No Abstain Carried:

4. COMMUNICATIONS

A. Correspondence/Board Activities

B. Requests to Speak on agenda or non-agenda items should be made on the forms available and should be given to the Clerk of the Board prior to the start of the meeting. The Board will entertain comments from the public on any issue with a time limit of three (3) minutes per person and a maximum of 15 minutes per issue. Persons wishing to address the Board on agenda topics will be provided time when the agenda topic is discussed.

5. **REPORTS FOR INFORMATION AND STUDY**

A. **Budget Discussion**

Sherry Fisher, Mike O'Neil, John Yetto, Pete Tunny and Tim Backus will provide an update on the 2014-2015 budget. The topics are: Operations & Maintenance, Transportation and Secure Youth Detention Facility.

B. **Science Update**

Dave Wetzel, Dave Pace and Greg Bearup will provide an update on the High School Science Program.

C. **2014-2015 School Calendar Discussion**

The 2014-2015 School Calendar (Policy 4110) has been developed to coordinate major vacation periods with the Capital Region BOCES. The calendar provides for 181 days of student attendance and four (4) staff development days, for a total of 185 days.

D. **Board Committee Reports**

The Facilities Committee has met since the last Board of Education meeting. The Committee Chairperson, Mr. Casey, will report on the January 23, 2014 meeting, make recommendations to the full Board, and/or seek clarification on issues. Board members who are liaisons to District-wide committees will also report at this time.

6. **REPORTS AND RECOMMENDATIONS FOR ACTION**

The Superintendent recommends approval of the following:

A. **Committee on Special Education**

Placements as indicated on the attached sheets.

B. **In-Service Courses**

1. Three (3.0) in-service credits for participation in and completion of the 45.0 contact hours course, "Google Maps in Education" (#13-14-78), sponsored by the Creative Teacher Education Institute. The course will be held April 1-29, 2014 at various times as an on-line course. David Fields (Colonie Central High School) is the contact person.
2. Three (3.0) in-service credits for participation in and completion of the 45.0 contact hours course, "Character Education in the Classroom" (#13-14-79), sponsored by the Creative Teacher Education Institute. The course will be held June 1-28, 2014 at various times as an on-line course. Douglas Rosenberg (Colonie Central High School) is the contact person.

3. Three (3.0) in-service credits for participation in and completion of the 45.0 contact hours course, “Common Core: When to Use Technology” (#13-14–80), sponsored by Creative Teacher Education Institute. The course will be held May 1–30, 2014 at various times as an on-line course. Douglas Rosenberg (Colonie Central High School) is the contact person.
4. Three (3.0) in-service credits for participation in and completion of the 45.0 contact hours course, “iPod Touch/iPad in the Classroom” (#13-14–81), sponsored by Fresno Pacific. The course will be held February 1–28, 2014 at various times as an on-line course. Christine Fox (Forest Park Elementary School) is the contact person.
5. One-half (0.5) in-service credit for participation in and completion of the 7.5 contact hours course, “Grade 3 Study Group 2014: Continued Alignment for the Reading Workshop to the Common Core Part I” (#13-14–82), sponsored by the South Colonie Central School District. The course will be held February 11, 2014 from 4:00 pm to 6:45 pm at the Saddlewood Elementary School Library, February 25, 2014 from 4:00 pm to 6:45 pm at the Saddlewood Elementary School Library and March 4, 2014 from 4:00 pm to 6:00 pm at the Roessleville Elementary School Library. The course is restricted to participants who teach Grade 3. Participants must attend all sessions to receive course credit. Stacey Wranesh (Saddlewood Elementary School) is the contact person.
6. Three (3.0) in-service credits for participation in and completion of the 45.0 contact hours course, “Folktales from Around the World” (#13-14–83), sponsored by Fresno Pacific. The course will be held February 1–28, 2014 at various times as an on-line course. Dawn Baker (Roessleville Elementary School) is the contact person.
7. One-half (0.5) in-service credit for participation in and completion of the 7.5 contact hours course, “Learning EV3 Software” (#13-14–84), sponsored by the Center for Initiatives in Pre-College Education (CIPCE). The course will be held March 3, 2014, March 17, 2014 and March 31, 2014 from 4:00 pm to 6:00 pm at Rensselaer Polytechnic Institute (RPI), CII Room 3130 and March 10, 2014 from 4:00 pm to 6:00 pm at Forest Park Elementary School, Room 26. The course is restricted to participants who have previously worked with CIPCE programming for NXT. James Brown (Forest Park Elementary School) is the contact person.
8. Three (3.0) in-service credits for participation in and completion of the 45.0 contact hours course, “Warm Up With Icebreakers” (#14-15–02), sponsored by the Creative Teacher Education Institute. The course will be held August 1–30, 2014 at various times as an on-line course. Gina Mooney (Colonie Central High School) is the contact person.

C. Seminar on Educational Issues

1. Three (3.0) contact hours of credit for participation in “Meeting the Needs of Special Education Students; Common Core and TAs; and New Graduation Requirements” (SD2013-14-#44), sponsored by the South Colonie Central School District. The workshop may be attended April 9, 2014 from 4:00 pm to 7:00 pm at the Colonie Central high School Library. Enrollment is restricted to Teaching Assistants only. Christine Zostant (Colonie Central High School) is the contact person.
2. Three (3.0) contact hours of credit for participation in “Addressing Aggressive Student Behavior in Schools” (SD2013-14-#45), sponsored by NYSUT Education and Learning Trust. The workshop may be attended March 19, 2014 from 4:00 pm to 7:00 pm at the Colonie Central High School Library. Enrollment is restricted to Teaching Assistants only. Christine Zostant (Colonie Central High School) is the contact person.
3. Three (3.0) contact hours of credit for participation in “Project WET” (SD2013-14-#46), sponsored by the Five Rivers Environmental Center. The workshop may be attended April 5, 2014 from 9:00 am to 1:00 pm at the Five Rivers Environmental Center, 56 Game Farm Road, Delmar, NY. Stacey Sebert (Sand Creek Middle School) is the contact person.

D. Agreements

1. Approval of an agreement with X2 Development Corporation, a subsidiary of Follett Software Company, 1391 Corporate Drive, McHenry, IL, for the purchase and implementation of the Follett ASPEN Student Information System based on the attached multi-year cost proposal and standard terms and conditions.
2. Approval of a service agreement with Harbridge Consulting Group, One Lincoln Center, 12th Floor, Syracuse, NY, for the 2014 Plan Year Medicare Part D Actuarial Attestation in the amount of \$1,500.00.

E. Contract

Approval of a contract with Northeast Associates in Rehabilitation, LLC, 1721 Central Avenue, Albany, NY, for services to the South Colonie Central School District to provide staff (Job Coaches) to work at employment sites with students during the school day. Job Coaches will be responsible for providing orientation to work tasks, developing and implementing strategies for completion of work tasks, monitoring student behavior, and generally assisting students in being competent workers. Monthly billing will be submitted to the South Colonie Central School District at the end of each month at the rate of \$32.50 per hour for all Job Coaches and budgeted personnel, at an estimated total cost for the school year of \$125,400. There will be no billing for snow days or other student absences. The contract year will be July 1, 2014 to June 30, 2015.

F. Transportation Contracts

1. Approval of a 31-day emergency transportation contract with Star & Strand Services, 360 Fifth Street, Troy NY, for transportation of four (4) homeless students from 120 Park Place, Apartment No. 2, Schenectady, New York. Transportation will be to Colonie Central High School, 1 Raider Boulevard, Albany, NY, Sand Creek Middle School, 329 Sand Creek Road, Albany, NY, and Forest Park Elementary, 100 Forest Drive, Albany, NY. Transportation will begin January 12, 2014 and end February 11, 2014, at a cost of \$294.00 per day. The total cost of the contract shall be \$6,174.00.
2. Approval of a transportation contract with Center Transportation Services, Inc., 700 South Pearl Street, Albany, NY, for Route #2013-8 to Colonie Central High School, 1 Raider Boulevard, Albany, NY and Sand Creek Middle School, 329 Sand Creek Road, Albany, NY. Transportation will begin on February 6, 2014 and end on June 27, 2014 at a daily rate of \$99.00 per day and \$2.00 per mile. The anticipated total cost is \$8,811.00.

G. Intermunicipal Agreements

1. Approval of an Intermunicipal Agreement with the Guilderland Central School District for the provision of Alternative Education services to Guilderland High School students as per attached agreement.
2. Approval of an Intermunicipal Agreement with the Niskayuna Central School District for the provision of Alternative Education services to Niskayuna High School students as per attached agreement.

H. Bid Award – Fuel

Authorization to purchase diesel fuel, unleaded gasoline and kerosene from the following successful bidders pursuant to an approved Municipal Cooperation Agreement among Burnt Hills-Ballston Lake Central School District, North Colonie Central School District, South Colonie Central School District and Shenendehowa Central School District. The contract period will be from January 16, 2014 through January 15, 2015:

Ultra Low Sulfur Diesel Transport Delivery: Mirabito Energy Products, P.O. Box 5306, Binghamton, NY 13902

Unleaded Regular Transport Delivery: Petroleum Traders Corporation, 7120 Pointe Inverness Way, Fort Wayne, IN 46804

Kerosene Transport Delivery (For Winter Mix): Mirabito Energy Products, P.O. Box 5306, Binghamton, NY 13902

I. Flexible Spending Plan

Approval of amendment to the South Colonie Central School District Flexible Spending Plan and Summary Plan Description to reflect recent law and regulatory changes as per attached Amendment to Allow Health FSA Carryover.

Amendment allows participants to carry over up to \$500.00 of unused amounts in their Health Flexible Spending Account remaining at the end of one Plan Year to the immediately following Plan Year. Unused amounts remaining at the end of the Plan Year in excess of \$500.00 will be forfeited by the participant.

This amendment shall be effective beginning with the Plan Year ending June 30, 2014. The first carryover available will be from the July 1, 2013 – June 30, 2014 Plan Year, which will be allowed to be carried over into the July 1, 2014 – June 30, 2015 Plan Year.

J. Health Insurance Premium Rates

Approval of the premium rate for the CDPHP Group Medicare Advantage PPO Health Insurance Plan for the time period of July 1, 2014 to June 30, 2015 at a rate of \$88.30 per month.

K. Tax Refund

Approval of a 2010-2011, 2011-2012, 2012-2013 and 2013-2014 tax refund payable to Hacker Murphy, LLP, on behalf of Richard G. Rossetti, LLC, in the amount of \$27,185.95. This refund is for various properties located in the South Colonie Central School District.

L. Donations

1. Donation from Colonie Central High School Cheerleading Booster Club in the amount of \$705.00 to cover the cost of the entry fees for the University of Albany Showdown on Sunday, January 26, 2014.
2. Donation from Colonie Central High School Cheerleading Booster Club in the amount of \$450.00 to cover the cost of the entry fees for the Scotia-Glenville Invitational on Sunday, February 2, 2014.
3. Donation from Colonie Central High School Cheerleading Booster Club in the amount of \$360.00 to cover the cost of cheerleading competitions.
4. Donation from Colonie Central High School Track & Field Booster Club in the amount of \$440.00 to cover the cost of the entry fees for the Yale Invitational from Friday, January 17, 2014 through Saturday, January 18, 2014.
5. Donation from Colonie Central High School Soccer Booster Club in the amount of \$134.00 to cover the cost of the Boys' and Girls' Soccer awards.

- 6. Donation from Colonie Central High School Cheerleading Booster Club in the amount of \$1,530.00 to cover the cost of cheerleading competitions at Jam Fest on March 8, 2014.
- 7. Donation from Colonie Central High School Cheerleading Booster Club in the amount of \$225.00 to cover the cost of the cheerleading competition at Saratoga High School on February 9, 2014.

M. Re-Appropriation of 2013-2014 Budget

Re-appropriation of the 2013-2014 budget in the amount of \$3,844.00. The total re-appropriated budget is \$92,401,879.

N. Clerk & Treasurer’s Reports – December, 2013

If the Board approves, the following suggested motion is in order: Motion made by _____, seconded by _____, that the above stated Reports and Recommendations be approved.

_____ Yes _____ No _____ Abstain Carried:

7. PERSONNEL – INSTRUCTION

If the Board approves, the following suggested motion is in order: Motion made by _____, seconded by _____, that the Instructional Personnel changes listed on the attached sheets dated February 11, 2014 be approved.

_____ Yes _____ No _____ Abstain Carried:

8. PERSONNEL – SUPPORT

If the Board approves, the following suggested motion is in order: Motion made by _____, seconded by _____, that the Support Personnel changes listed on the attached sheets dated February 11, 2014 be approved.

_____ Yes _____ No _____ Abstain Carried:

9. MEMORANDUM OF AGREEMENT

Approval of a Memorandum of Agreement with the South Colonie Teachers Association outlining General Salary Provisions to the Collective Bargaining Agreement as specified per attached agreement.

If the Board approves, the following suggested motion is in order: Motion made by _____, seconded by _____, that the above stated Memorandum of Agreement be approved.

_____ Yes _____ No _____ Abstain Carried:

10. CAPITAL CONSTRUCTION PROJECT BID AWARD

Reconstruction Work at Colonie Central High School (Project #01060106-0001-025). Pursuant to a bid opening held on January 16, 2014, awards to low bidders meeting specifications as follows:

General Construction: Hoosick Valley Contractors, 52 Melrose Valley Falls Road, Melrose, NY 12121

Base Bid G-1	\$434,000.00
Alternate Bid 1-G	\$ 78,000.00
Total Contract Amount:	\$512,000.00

Electrical Work: Harold R. Clune, Inc., 30 Prospect Street, Ballston Spa, NY 12020

Base Bid E-1	\$ 44,000.00
Alternate Bid 1-E	\$ 850.00
Alternate Bid 2-E	\$ 11,825.00
Total Contract Amount:	\$ 56,675.00

Mechanical Work: T. McElligott, Inc., 589 River Street, Troy, NY 12180

Base Bid M-1	\$ 38,700.00
No Alternate Bids	
Total Contract Amount:	\$ 38,700.00

Total General Construction, Electrical & Mechanical Contracts: \$607,375.00

If the Board approves, the following suggested motion is in order: Motion made by _____, seconded by _____, that the above stated Capital Construction Project Bid Award be approved.

_____ Yes _____ No _____ Abstain Carried:

11. AMENDED RESOLUTION AUTHORIZING SOLE SOURCE PROCUREMENT

WHEREAS, the 2013-2014 Student Information System (SIS) Committee has reviewed and evaluated Student Information Systems and recommended the Follett ASPEN Student Information System and Curriculum & Learning Management System to the Board of Education as the product that will best meet the instructional and technology needs of the District;

WHEREAS, the acquisition of the Follett ASPEN Student Information System and ASPEN Curriculum & Learning Management System is desired for use in Pre-K–Grade 12 instruction, student and parent communications, and local, state and federal reporting; and

WHEREAS, no other software provides substantially equivalent or similar benefits to that provided by the Follett ASPEN Student Information System; and

WHEREAS, after reviewing the benefits received from the Follett ASPEN Student Information System the cost of said software is reasonable in comparison to other software in the marketplace for student information systems; and

WHEREAS, in accordance with Section 103 of General Municipal Law, the governing board may approve such sole source procurement without competitive bidding when the possibility of competition does not exist for the product or service; and

WHEREAS, the South Colonie Central School District desires to procure the Follett ASPEN Student Information System and ASPEN Curriculum & Learning Management System Software, Annual Subscriptions, Implementation Services, Data Conversion and Training based on the attached proposal from X2 Development Corporation, a subsidiary of Follett Software Company, which is the sole source vendor for this product, for an initial first year investment of \$113,321.25 to be funded from a 2013-2014 legislative grant in the amount of \$50,000 and the 2013-2014 and 2014-2015 General Fund Budgets.

NOW, THEREFORE BE IT RESOLVED,

1. That the Board accepts the recommendation of the Superintendent and authorizes the procurement of the Follett ASPEN Student Information System and Curriculum & Learning Management System for a total sum of \$113,321.25 and authorizes the purchase as a Sole Source Procurement.
2. That this resolution shall be effective upon adoption.

IT IS FURTHER RESOLVED,

1. That the resolution adopted by the Board of Education on January 21, 2014 is hereby amended by this resolution.
2. That the Superintendent be authorized to approve the amended agreement.

If the Board approves, the following suggested motion is in order: Motion made by _____, seconded by _____, that the above stated Amended Resolution Authorizing SIS Sole Source Procurement be adopted.

_____ Yes

_____ No

_____ Abstain

Carried:

12. RESOLUTIONS

- National School Social Work Week – March 2-8, 2014
- Read Across America Day – March 3, 2014
- National School Breakfast Week – March 3-7, 2014
- National Music in our Schools Month – March, 2014
- National Women’s History Month – March, 2014
- National Youth Art Month – March, 2014

If the Board approves, the following suggested motion is in order: Motion made by _____, seconded by _____, that the above stated Resolutions be approved.

_____ Yes _____ No _____ Abstain Carried:

13. FUTURE MEETINGS

- **February 24** Policy Committee – 6:00 pm – District Office
- **February 25** Budget Meeting – 7:00 pm – District Office
 Budget Topics: Support Services: BOE & DO Expenses, Public Information/Printing/Postage, Legal Expenses, Insurance, Debt Service, Interfund Transfers, Continuing Education, Interscholastic Athletics
- **March 4** Strategic Planning Committee Meeting – 5:30 pm – District Office
 Board of Education Meeting – 7:00 pm – District Office
 Budget Topics: Special Education, Pupil Personnel Services
- **March 5** Communications Committee Meeting – 5:30 pm – District Office
- **March 10** Budget Meeting – 7:00 pm – Saddlewood Elementary
 Budget Topics: Fringe Benefits, Instructional Program – Enrollment Projections, Instructional Staffing, Support Staffing, Textbooks, Curriculum Development, Staff Development, Library & Media Technology, Building Budgets, Summer School, Alternative Education, Information Technology
- **March 11** Accountability Committee Meeting – 6:00 pm – District Office

It is anticipated that the Board may enter Executive Session at this time.

Motion by _____, seconded by _____, to **enter** Executive Session to discuss fiscal matters and employment matters relating to particular persons.

_____ Yes _____ No _____ Abstain Carried:

Time: _____

Motion by _____, seconded by _____ to **adjourn** Executive Session.

_____ Yes _____ No _____ Abstain Carried:

Time: _____

14. ADJOURN MEETING

If the Board approves, the following suggested motion is in order: Motion made by _____, seconded by _____, that the Regular Meeting be adjourned.

Time: _____

_____ Yes _____ No _____ Abstain Carried:

7. PERSONNEL – INSTRUCTION

A. Tenure Appointment

Tenure appointment to the following personnel, having satisfactorily completed the appropriate probationary period, effective on the date indicated.

<u>Name</u>	<u>Tenure Area</u>	<u>Tenure Date</u>
Darcie (Donahue) Jaskot	Elementary Education	03/03/2014

B. Retirement

1. <u>Name:</u>	John McKee
<u>Position:</u>	Science Teacher
<u>Location:</u>	Sand Creek Middle School
<u>Effective Date:</u>	February 4, 2014

C. Resignations

Rescind the previously approved resignation:

1. <u>Name:</u>	John McKee
<u>Position:</u>	Science Teacher
<u>Location:</u>	Sand Creek Middle School
<u>Effective Date:</u>	February 4, 2014
<u>Reason:</u>	Personal

Approve the following resignation:

1. <u>Name:</u>	Paige Tyksinski
<u>Position:</u>	Elementary Education LTR
<u>Location:</u>	Lisha Kill Middle School
<u>Effective Date:</u>	February 1, 2014
<u>Reason:</u>	Accepted a position outside the District

D. Leave of Absence

1. <u>Name:</u>	Elizabeth O'Clair
<u>Position:</u>	Teaching Assistant
<u>Type:</u>	Child Care Leave
<u>Location:</u>	Colonie Community Center
<u>Effective Date:</u>	January 23, 2014
<u>Ending Date:</u>	June 30, 2014

E. Appointments

1. Name: Kimberly DonVito
Address: 23 Churchill Square, Niskayuna, NY 12309
Type: Temporary
Tenure Area: Special – Teaching Assistant
Location: Colonie Community Center
Effective Date: February 3, 2014 to June 30, 2014
Salary: According to the SCTA Teaching Assistant contract
Certification Status: Teaching Assistant, Level III

2. Name: Lindsay Bligh
Address: 10 Fieldstone Drive, Gansevoort, NY 12381
Type: Temporary
Tenure Area: Social Studies
Location: Colonie Central High School
Effective Date: February 24, 2014 to June 30, 2014
Salary: Schedule III, Step 8 per SCTA contract (pro-rated)
Education: B.S from Nazareth College, M.S. from LeMoyne College
Certification Status: Professional in Social Studies (Grades 7-12)

F. Increase of Appointments

1. Name: Erin Lasky
Teaching Area: Social Studies
Location: Colonie Central High School
Increase: .20
Effective Date: February 3, 2014 to February 14, 2014

2. Name: Colette Richardson
Teaching Area: Social Studies
Location: Colonie Central High School
Increase: .20
Effective Date: February 3, 2014 to February 14, 2014

3. Name: Todd Rockmore
Teaching Area: Social Studies
Location: Colonie Central High School
Increase: .20
Effective Date: February 3, 2014 to February 14, 2014

4. Name: Kathryn B. Raso
Teaching Area: Social Studies
Location: Colonie Central High School
Increase: .20
Effective Date: February 3, 2014 to February 14, 2014

5. Name: Bryan Dailey
 Teaching Area: Social Studies
 Location: Colonie Central High School
 Increase: .20
 Effective Date: February 3, 2014 to February 14, 2014

G. Long-Term Replacement

1. Name: Ann Palmer
Address: 8 Riesling Road, Niskayuna, NY 12309
Type: Long-Term Replacement
Teaching Area: Elementary Education
Location: Lisha Kill Middle School
Effective Date: February 3, 2014
Ending Date: June 30, 2014
Salary: Salary Schedule II, Step 1, per SCTA Contract (pro-rated)
Education: B.S. from College of St. Rose, M.S. from SUNY Albany
Certification: Initial in Childhood Education (Grades 1-6)

H. Long-Term Substitutes

1. Name: Rachael Mann
Address: 42 Mordella Road, Albany, NY 12205
Type: Long-Term Substitute
Teaching Area: Special Education
Location: Sand Creek Middle School
Effective Date: February 4, 2014
Salary: Salary Schedule I, Step 1 per SCTA Contract (pro-rated)
Education: B.S. from Siena College, M.S. from College of St. Rose
Certification: Initial in Students with Disabilities (Grades 1-6)
2. Name: George J. Person
Address: 7 Sumter Avenue, Albany, NY 12203
Type: Long-Term Substitute
Teaching Area: Childhood Education
Location: Roessleville Elementary School
Effective Date: February 4, 2014
Salary: Salary Schedule I, Step 1 per SCTA Contract (pro-rated)
Education: B.S. from SUNY Oneonta, M.S. from College of St. Rose
Certification: Initial in Childhood Education (Grades 1-6)

I. Substitute Teachers

Approval of Substitute Teachers on the attached list for regular, conditional or emergency conditional appointments.

8. PERSONNEL – SUPPORT**A. Resignation**

1. Name: Kristen Daley
Position: Permanent Food Service Helper (LK)
Effective: February 5, 2014
Reason: Personal

B. Appointments

1. Name: Tricia O’Keefe
Address: 149 Miller Road, Schenectady, NY 12306
Position: School Nurse Substitute
Effective: February 12, 2014
Salary: \$20.00 per hour
2. Name: Diane Viglucci
Address: 5 Riesling Road, Niskayuna, NY 12309
Position: Permanent Keyboard Specialist
Effective: February 5, 2014
Salary: Schedule A, Step 2, per CSEA Contract (pro-rated)
Hours: 7.0 hours per day, 10 month, 1 week
Current Location: Colonie Central High School
3. Name: Katy Staats
Address: 83 Lasher Road, Selkirk, NY 12158
Position: School Nurse Substitute
Effective: February 12, 2014
Salary: \$20.00 per hour

C. Change of Appointment

1. Name: Janice Johnson
Address: 10 Cortell Street, Albany, NY 12205
Position Revised: Permanent Keyboard Specialist 12 month
Effective: February 10, 2014
Salary: Schedule B, Step 8 per CSEA Contract (pro-rated)
Hours Revised: 7.5 hours per day
Current Location: Forest Park Elementary School – Pupil Services
2. Name: Beverly J. Limmer
Address: 28 Lois Court, Albany, NY 12205
Position: Permanent Secretary II (12 month- .93)
Effective: February 12, 2014
Salary Revision: As per attached confidential sheet (pro-rated)
Hours Revised: 7.0 hours per day
Current Location: District Office

D. Excessed Personnel**Rescind the following Excessed Support Staff:**

1. One Keyboard Specialist has been re-instated. The following staff will be re-instated to a Keyboard Specialist position effective February 5, 2014.

Diane Viglucci

E. Revision of Positions

Effective December 18, 2013 (due to Albany County Civil Service reclassification)

- 1 1.0 From Special Education Assistant to Senior Keyboard Specialist – 12 month, 7.5 hours per day (FP-PS)

Effective January 15, 2014 (due to Albany County Civil Service reclassification)

- 1 1.0 From Temporary Senior Keyboard Specialist to Probationary Keyboard Specialist – 12 month, 7.5 hours per day (FP-PS)

F. Change of Hours

Effective February 24, 2014:

Barbara Brown	Food Service Helper	3.0 hours per day to 5.0 hours per day	HS - Main
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