

**SOUTH COLONIE CENTRAL SCHOOLS
BOARD OF EDUCATION**



MINUTES

**December 17, 2013
District Office**

6:00 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 was called to order by Board President, Mr. Ryan at 6:03 pm.

1. ROLL CALL**Members Present:**

Rose Gigliello	David Kiehle	James T. Ryan
Shelle Jaquish	Christine Mele	Edward Sim
Neil Johanning	Leonard Motto	

Members Excused:

Brian Casey

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. Ryan led the pledge to the flag.

3. APPROVAL OF MINUTES

A motion was made by Mr. Sim and seconded by Ms. Gigliello, that the minutes of the Regular Meeting on December 3, 2013, be approved.

8 Yes 0 No 0 Abstain

Vote Carried: 8 – 0 – 0

4. COMMUNICATIONS**A. Correspondence/Board Activities****Mr. Ryan:**

- Mr. Ryan reported that he spoke with Mr. Domenici, CR BOCES Board Member, regarding the proposed increase in State Aid. Mr. Buhner provided additional information and spoke regarding the current status which is affecting our schools.

- Reported that some Board Committee meetings that were scheduled for January and February will be cancelled or rescheduled in order to prepare for Budget Planning.
- Reported that the Toys for Tots and Stuff the Bus campaigns were a great success.

Mr. Johanning:

- Attended the SEPTA Craft Fair on December 7.
- Attended both the String Orchestra performance (December 10) and the CCHS Band performance (December 13) at the Empire State Plaza.
- Attended the Student Information System (SIS) meeting with Ms. Fisher.

Ms. Gigliello:

- Attended one of the Toys for Tots events.
- Attended the CAPSBA Meeting at the Troy Middle School on December 5.
- Attended the District Communications Committee meeting on December 10.

Mr. Sim:

- Attended the DARE Program Graduation at Sand Creek Middle School on December 13. This was the last event for Officer Jensen who will be returning to patrol duty in January. The students respect him very much and presented him with a photo collage. Officer Jensen was also presented with a Certificate of Appreciation from Mr. Ryan and Mr. Buhner at this event.

Mr. Kiehle:

- Attended the DARE Program Graduation at Sand Creek Middle School on December 13. He was very impressed with the interaction between the students and the Police Officers.
- Attended one of the performances at the Empire State Plaza; the event was very nice.
- Attended the Symphonic/String Concert at the Colonie Central High School. He encouraged other members to attend the concert scheduled for December 18.
- Attended the Curriculum Review Board meeting; the group meets three times per year. The first report was about curriculum work. There was also discussion regarding the Common Core. New proposals will be coming during the summer.
- Reported that there is a Common Core Forum scheduled for December 18 from 5:30 pm to 8:30 pm at Hudson Valley Community College.

Ms. Jaquish:

- Attended and participated in the SEPTA Craft Fair on December 7. The event was quite successful and they were able to raise approximately \$1,000.
- Attended the SEPTA meeting on December 16. The guest speaker provided a report on depression in teens which was very good.

B. Requests to Speak: There were no requests to speak.

5. REPORTS FOR INFORMATION AND STUDY

A. Staff In-Service Course Process Report

Dave Seaver, Director of Human Resources, reviewed the process for staff in-service courses, seminars for educational issues, and graduate/undergraduate course credit, including an overview of the process from the District Management and Teacher perspective.

B. New Student Information System Update

Sherri Fisher, Assistant Superintendent for Management Services & Strategic Planning, provided an update on the Student Information System (SIS).

C. Board Committee Reports

Mr. Sim provided a report on the District Communications Committee meeting, which was held on December 10, 2013.

Mr. Kiehle provided a report on the Audit/Finance Committee meeting, which was held on December 10, 2013.

Mr. Buhner provided a report on behalf of Mr. Casey (Committee Chair) on the Facilities Committee meeting which was held on December 11, 2013.

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, “SN 101 – American Sign Language” (#13-14–67), sponsored by the Columbia-Green Community College. The course will be held on January 21, 2014 to May 12, 2014 from 4:00 pm to 5:20 pm at Columbia-Green Community College, 4400 Route 23, Hudson, NY. Participants must receive an official transcript to receive course credit. Calvin Pitts (Lisha Kill Middle School) is the contact person.
2. Three (3.0) in-service credits for participation in and completion of the 45.0 contact hours course, “ED 101 – Education in American Society” (#13-14–68), sponsored by the Columbia-Green Community College. The course will be held on January 27, 2014 to May 12, 2014 from 4:00 pm to 5:50 pm at Columbia-Green Community College, 4400 Route 23, Hudson, NY. Participants must receive an official transcript to receive course credit. Calvin Pitts (Lisha Kill Middle School) is the contact person.

3. Three (3.0) in-service credits for participation in and completion of the 45.0 contact hours course, “EDU 170 – Intro to Exceptional Children” (#13-14–69), sponsored by SUNY Ulster. The course will be held on January 16, 2014 to March 11, 2014 as an online course. Participants must receive an official transcript to receive course credit. Calvin Pitts (Lisha Kill Middle School) is the contact person.
4. Three (3.0) in-service credits for participation in and completion of the 45.0 contact hours course, “PEDC 9075 – iPad Presentation Methods” (#13-14–70), sponsored by the Creative Teacher Education Institute. The course will be held on December 1, 2013 to December 30, 2013 as an online course. Michael Trimarchi (Lisha Kill Middle School) is the contact person.

C. Use of School Bus

1. Approval of the use of one (1) school bus on Thursday evening, December 19, 2013 by the Fuller Road Fire Department, 1342 Central Avenue, Albany, NY, to transport members to the Annual Fire Department and Auxiliary Event at the FASNY Firemens’ Home in Hudson, NY. Driver’s wages and mileage fees will be in accordance with the District’s fee and rate schedule.
2. Approval of the use of one (1) full size school bus and one (1) handicapped school bus on Monday, December 17, 2013, by the Thunder Road Seniors for transportation to dinner and to Lights in the Park, Washington Park, Albany, NY. The pick-up will be at the 2 Thunder Road, Albany, NY address. They will proceed to Cici’s Restaurant on Wolf Road, Albany, NY for dinner and then to Washington Park, Albany, NY. Driver’s wages and mileage fees will be paid in accordance with the District’s fee and rate schedule.

D. Transportation Contract

Approval of a thirty-one (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 #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 School, 100 Forest Drive, Albany, NY. Transportation will begin Thursday, December 12, 2013 and end January 11, 2014, at a cost of \$219.00 per day. The total cost of the contract shall be \$2,628.00.

E. Agreement

Agreement with Lakeview NeuroRehabilitation Center, 244 Highwatch Road, Effingham, NH for the Child and Adolescent NeuroRehabilitation Residential Program and Educational Program for one (1) student from December 10, 2013 through June 30, 2014 based on the attached agreement.

F. Student Trips

1. Cancellation of a student trip for the Sand Creek Middle School Grade 7 Meteorites/Comets to the Great Escape, Lake George, NY on May 30, 2014, due to lack of transportation. The trip was approved by the Board of Education on October 15, 2013.
2. Group: Grade 7 Class (250 students & 25 chaperones)
 School: Sand Creek Middle School
 Destination: Six Flags New England, Agawam, MA
 Date: Wednesday, May 28, 2014
 Responsible: Stefanie Harrison, Rachel Pollay, Melissa Vogt, Stacy Sebert
 Transportation: Chartered Bus

G. Non-Resident Tuition Rates1. Actual Rates – 2012-2013 School Year:a. Regular Education Students:

Half-Day Kindergarten	N/A
Full Day, Grades K – 6	\$ 9,807.00
Full Day, Grades 7 – 12	\$11,712.00

b. Special Education Students:

Half-Day Kindergarten	N/A
Full Day, Grades K – 6	\$29,642.00
Full Day, Grades 7 – 12	\$31,547.00

2. Estimated Rates – 2013-2014 School Year:a. Regular Education Students:

Half-Day Kindergarten	N/A
Full Day, Grades K – 6	\$10,545.00
Full Day, Grades 7 – 12	\$12,149.00

b. Special Education Students:

Half-Day Kindergarten	N/A
Full Day, Grades K – 6	\$31,365.00
Full Day, Grades 7 – 12	\$32,969.00

H. Donations

1. Donation from Theresa and Richard LaJoy, 56 Osborne Road, Albany, NY, 12205 in the amount of \$121.00 to cover the cost of the Boys' Volleyball awards.

2. Donation from Colonie Central High School Booster Club in the amount of \$191.15 to cover the cost of the Boys' Football awards.
3. Donation from Ohiopyle Prints, Inc., 410 Dinner Bell Road, Ohiopyle, PA 15470 in the amount of \$15.88 to cover the cost of the Track & Field entry fees.
4. Donation from Colonie Central High School Track & Field Booster Club in the amount of \$475.00 to cover the cost of the Jim Mitchell Invitational Track Meet entry fees.
5. Donation from Colonie Central High School Track & Field Booster Club in the amount of \$782.50 to cover the cost of the Bishop Loughlin Track Meet entry fees.
6. Donation from William Carl, 68 Ahl Avenue, Albany, NY, 12205 in the amount of \$200.00 to cover the cost of the Rotterdam Invy entry fees.
7. Donation of Audio Visual Equipment from Daniel Micare, 22 Deerpath Drive, Albany, NY, 12205 with an estimated value of \$10,400.00 to be used by the Colonie Central High School.
8. Donation from Janet Clemons, 5 Westchester Drive, Albany, NY of one (1) pre-owned stove and microwave valued at \$200 for use in the Veeder Elementary School faculty lounge.

I. Re-Appropriation of 2013-2014 Budget

Re-appropriation of the 2013-2014 budget in the amount of \$1,785.00. The total re-appropriated budget is \$92,344,231.

A motion was made by Mr. Kiehle and seconded by Mr. Johanning, that the above stated Reports and Recommendations be approved.

8 Yes 0 No 0 Abstain

Vote Carried: 8 – 0 – 0

7. PERSONNEL – INSTRUCTION

A motion was made by Ms. Jaquish and seconded by Ms. Gigliello, that the Instructional Personnel changes listed on the attached sheets dated December 17, 2013 be approved.

8 Yes 0 No 0 Abstain

Vote Carried: 8 – 0 – 0

8. PERSONNEL – SUPPORT

A motion was made by Mr. Sim and seconded by Mr. Motto, that the Support Personnel changes listed on the attached sheets dated December 17, 2013 be approved.

8 Yes 0 No 0 Abstain

Vote Carried: 8 – 0 – 0

9. POLICIES**First Reading**

Policy 4526 – Technology Use Policy

Policy 4526.1 – Instructional Technology: General Use Students & Staff Members

Policy 4526.2 – Technology Use Policy for Staff Members

Policy 4526.3 – Student Access to District Computer System Resources

Policy 4526.4 – Technology Use Policy for Students

Policy 4527 – Cyber-Bullying

First Reading and Approval

Policy 9290 – Supplemental Compensation Rates

A motion was made by Ms. Gigliello and seconded by Ms. Jaquish, that the above stated Policy (9290) be approved.

8 Yes 0 No 0 Abstain

Vote Carried: 8 – 0 – 0

Mr. Ryan briefly left the meeting at this time.

10. CORRECTION TO AGENDA & MEETING MINUTES

Approval of a correction to the November 5, 2013 Board of Education Agenda and Meeting Minutes, Item 11, Number 4:

1. Change Order Number EC-01B approved at the Board of Education Meeting of November 5, 2013 incorrectly identified the Contractor as Titan Roofing, Inc.
2. Change Order Number EC-01B to be corrected to identify the Contractor as Brownell Electric Corp.

The information on Change Order EC-01B documentation was accurate as approved (Brownell Electric Corp.). The correction is required due to a clerical error on the Agenda and Meeting Minutes only.

A motion was made by Mr. Motto and seconded by Ms. Jaquish, that the above stated Correction of the November 5, 2013 Agenda & Meeting Minutes be approved.

7 Yes 0 No 0 Abstain

Vote Carried: 7 – 0 – 0

11. PEP GRANT EVALUATOR RFP ACCEPTANCE & AUTHORIZATION TO ENTER INTO CONTRACTUAL AGREEMENT

WHEREAS, the South Colonie Central School District (the “District”) desires to establish a contract with an individual or company to provide PEP Grant Evaluator Services as required by the Carol M. White PEP Federal Grant guidelines;

WHEREAS, in accordance with the District’s policies and procedures, contracts for professional services requiring special skill or training are not subject to competitive bidding requirements of General Municipal Law § 103;

WHEREAS, the District solicited proposals pursuant to General Municipal Law § 103 for information from individuals or companies pertaining to evaluator services requested by the District during the anticipated three (3) year engagement;

WHEREAS, the District received one proposal for the services of the PEP Grant Evaluator;

WHEREAS, the District has determined that Great Activities Publishing Company whose principal place of business is located at P.O. Box 51158, 3509 Mosssdale Avenue, Durham, North Carolina, provides the District with a valuable and cost-effective proposal and possesses an appropriate level of experience with the Carol M. White PEP Federal Grant; and

WHEREAS, the Board of Education accepts the RFP proposal from Great Activities Publishing Company and authorizes the District to enter into a contractual agreement with Great Activities Publishing Company for PEP Grant Evaluator Services as required by the Carol M. White PEP Federal Grant guidelines at an annual service cost of \$18,500 plus the cost of travel and online assessment tools (estimated at \$5,500) for the three-year grant period;

NOW, THEREFORE, IT IS HEREBY:

RESOLVED, that the Board of Education of the District hereby declares Great Activities Publishing Company as vendor of choice, authorizing Great Activities Publishing Company to provide PEP Grant Evaluator Services as required by the Carol M. White PEP Federal Grant guidelines.

A motion was made by Mr. Johanning and seconded by Mr. Motto, to accept the above stated PEP Grant Evaluator RFP and Grant Authorization to enter into a Contractual Agreement with Great Activities Publishing Company.

 7 Yes 0 No 0 Abstain

Vote Carried: 7 – 0 – 0

12. PEP GRANT CONSULTANT RFP ACCEPTANCE & AUTHORIZATION TO ENTER INTO CONTRACTUAL AGREEMENT

WHEREAS, the South Colonie Central School District (the “District”) desires to establish a contract with an individual or company to provide PEP Grant Consultant Services as required by the Carol M. White PEP Federal Grant guidelines;

WHEREAS, in accordance with the District’s policies and procedures, contracts for professional services requiring special skill or training are not subject to competitive bidding requirements of General Municipal Law § 103;

WHEREAS, the District solicited proposals pursuant to General Municipal Law § 103 for information from individuals or companies pertaining to consultant services requested by the District during the anticipated three (3) year engagement;

WHEREAS, the District received one proposal for the services of the PEP Grant Consultant;

WHEREAS, the District has determined that Barbara K. Wurz, Grant Consultant, whose principal place of business is located at 92 Kingsbury Road, Burnt Hills, New York, provides the District with a valuable and cost-effective proposal and possesses an appropriate level of experience with the Carol M. White PEP Federal Grant; and

WHEREAS, the Board of Education accepts the RFP proposal presented by Barbara K. Wurz and authorizes the District to enter into a contractual agreement with Barbara K. Wurz for the PEP Grant Consultant Services as required by the Carol M. White PEP Federal Grant guidelines at a cost of \$400 per day for services as needed for the three-year grant period;

NOW, THEREFORE, IT IS HEREBY:

RESOLVED, that the Board of Education of the District hereby declares Barbara K. Wurz as vendor of choice, authorizing Barbara K. Wurz to provide PEP Grant Consultant Services as required by the Carol M. White PEP Federal Grant guidelines.

A motion was made by Mr. Sim and seconded by Ms. Gigliello, to accept the above stated PEP Grant Consultant RFP and Grant Authorization to enter into a Contractual Agreement with Barbara K. Wurz.

 7 Yes 0 No 0 Abstain

Vote Carried: 7 – 0 – 0

13. FUTURE MEETINGS

- **January 7** Board of Education Meeting – 7:00 pm – District Office
- **January 15** Facilities Committee Meeting – 7:30 am – Delma’s Diner
- **January 30** Legislative Meeting – 6:30 pm – Colonie Central High School
- **February 24** Policy Committee – 6:00 pm – District Office
- **February 25** Budget Meeting – 7:00 pm – District Office

Mr. Ryan returned to the meeting at this time.

A motion was made by Mr. Kiehle and seconded by Ms. Gigliello, to **enter** Executive Session to discuss employment matters relating to particular persons.

8 Yes 0 No 0 Abstain

Vote Carried: 8 – 0 – 0

The Board entered into Executive Session at 7:43 pm.

A motion was made by Mr. Kiehle and seconded by Mr. Sim, to **adjourn** Executive Session.

8 Yes 0 No 0 Abstain

Vote Carried: 8 – 0 – 0

The Board adjourned Executive Session at 8:07 pm and returned to Public Session.

14. RESOLUTION – NYSSBA BOARD OF DIRECTORS AREA 7 ELECTION

WHEREAS, on October 26, 2013 Lynne Lenhardt was elected to the position of New York State School Boards Association (NYSSBA) President effective January 1, 2014; and

WHEREAS, there is a vacancy for the position of Area 7 Director on the NYSSBA Board of Directors.

NOW, THEREFORE, IT IS HEREBY:

RESOLVED that the South Colonie Central School District Board of Education hereby submits the name of Gary DiLallo of the Shenendehowa Central School District for election to the position of Area 7 Director of the New York State School Boards Association (NYSSBA) for a two-year term, effective January 1, 2014.

A motion was made by Mr. Johanning and seconded by Ms. Mele, that the above stated Resolution be approved.

8 Yes 0 No 0 Abstain

Vote Carried: 8 – 0 – 0

15. ADJOURN MEETING


A motion was made by Mr. Kiehle and seconded by Mr. Motto, that the Regular Meeting be adjourned.

8 Yes 0 No 0 Abstain

Vote Carried: 8 – 0 – 0

The Regular meeting of the Board of Education was adjourned at 8:10 pm.

Respectfully Submitted,



Jamie S. Mroczko
District Clerk

7. PERSONNEL – INSTRUCTION**A. Leaves of Absence**

Rescind the following previously approved leave:

1. Name: Matthew Stein
Position: Physical Education Teacher
Type: Personal leave
Location: Lisha Kill Middle School
Effective Date: November 11, 2013
Ending Date: September 30, 2014

Approve the following leave:

2. Name: Elizabeth Bell
Position: Grade 5 Teacher
Type: Child Care Leave Extension
Location: Lisha Kill Middle School
Effective Date: January 1, 2014
Ending Date: June 30, 2014

B. Increase of Appointments

1. Name: Erin Lasky
Teaching Area: Social Studies
Location: Colonie Central High School
Increase: .20
Effective Date: January 6, 2014 to January 31, 2014
2. Name: Colette Richardson
Teaching Area: Social Studies
Location: Colonie Central High School
Increase: .20
Effective Date: January 6, 2014 to January 31, 2014
3. Name: Todd Rockmore
Teaching Area: Social Studies
Location: Colonie Central High School
Increase: .20
Effective Date: January 6, 2014 to January 31, 2014

C. Temporary Appointments

1. Name: Matthew Stein
Address: 4027 Buckingham Drive, Niskayuna, New York 12304
Type: Change of Appointment
Teaching Area: PEP Grant Project Manager/PE Teacher on Special Assignment
Location: District-Wide
REVISED Effective Dates: November 11, 2013 to June 30, 2014
Salary: As per PEP Grant (see confidential sheet) (pro-rated)
Education: B.S. from Edinboro University, M.S. from SUNY Albany
Certification Status: Permanent Physical Education K-12

2. Name: Brian Grastorf
Address: 118 Appleton Road, Rexford, NY 12148
Type: Temporary Part-Time (.40)
Teaching Area: Physical Education
Location: Sand Creek Middle School
Effective Date: December 18, 2013
Ending Date: June 30, 2014
Salary: Schedule II, Step 1 per SCTA Contract (pro-rated)
Education: B.S. and M.S. from Ithaca College
Certification: Initial in Physical Education

3. Name: Jason Bissonette
Address: 250 Stoodley Place, Schenectady, NY 12303
Type: Temporary (1.0)
Teaching Area: Physical Education
Location: Sand Creek Middle School
Effective Date: December 18, 2013
Ending Date: June 30, 2014
Salary: Schedule II, Step 7 per SCTA Contract (pro-rated)
Education: B.S. from SUNY Cortland, M.S. from University of Phoenix
Certification: Permanent in Physical Education

D. Long-Term Replacement

1. Name: Paige Tyksinski
Address: 830 Creek Court, Slingerlands, NY 12159
Type: Long-Term Replacement
Teaching Area: Elementary Education
Location: Lisha Kill Middle School
Effective Date: January 1, 2014
Ending Date: June 30, 2014
Salary: Salary Schedule II, Step 14, per SCTA Contract (pro-rated)
Education: B.S. from Siena College, M.S. from Union College
Certification: Permanent in Nursery, Kindergarten and Grades 1-6

E. Substitute Teachers

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

F. Tenure Extension

Extension of the probationary period for Lisa Bennett from August 30, 2014 to February 28, 2015.

G. Subject Coordinators – 2013-2014 School Year

Rescind per the SCTA Contract:

Colonie Central High School

English

Deb LaBrake

Approve per the SCTA Contract:

Colonie Central High School

English

Deb LaBrake

.20

English

Julie Hutchins

.20

English

Shawn Durant

.20

English

Melissa Dunn

.20

English

Megan Carlin

.20

H. Lunch Supervision for the 2013-2014 School Year

Rescind the following previously approved position effective 11/22/13:

Lisha Kill Middle School

Matt Stein

Appoint the following previously approved position at the approved rate of compensation:

Colonie Central High School

Chris Zostant

I. Study Hall Supervision for the 2013-2014 School Year

Appoint the following previously approved position at the approved rate of compensation:

Colonie Central High School

Colette Richardson

J. Co-Curricular – 2013-2014 School Year

Rescind the following previously approved position effective 9/1/13:

Colonie Central High School

Technical Operator (Sound board for concerts, etc.)

Chad Allen

8. PERSONNEL – SUPPORT**A. Appointments**

1. Name: Dana Gallacchi
Address: 33 Lynn Drive, Albany, NY 12205
Position: School Nurse Substitute
Effective: December 18, 2013
Salary: \$20.00 per hour

2. Name: Emily Nicholson
Address: 45 Sparrowbush Road South, Latham, NY 12110
Position: School Monitor Substitute
Effective: December 16, 2013
Salary: \$10.00 per hour

3. Name: Robin Thomas
Address: 29 Dowling Road, Albany, NY 12205
Position: School Bus Driver Substitute
Effective: December 6, 2013
Salary: \$15.00 per hour