

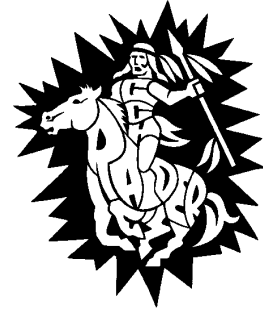
**SOUTH COLONIE CENTRAL SCHOOLS  
BOARD OF EDUCATION**



**MINUTES**

**January 21, 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 was called to order by Board President, Mr. Ryan at 7:00 pm.

**1. ROLL CALL**Members Present:

Brian Casey	Neil Johanning	Leonard Motto
Rose Gigliello	David Kiehle	James T. Ryan
Shelle Jaquish	Christine Mele	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. Ryan led the pledge to the flag.

**3. APPROVAL OF MINUTES**

A motion was made by Ms. Jaquish and seconded by Ms. Gigliello, that the minutes of the Regular Meeting on January 7, 2014, be approved.

9 Yes      0 No      0 Abstain

**Vote Carried: 9 – 0 – 0**

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

- Reminder to all Board members that budget development meetings have been scheduled for February and March; the first meeting to be held on February 11.
- Reported that the District is welcoming a new School Resource Officer (SRO), David Mink.

Ms. Gigliello

- Attended Junior Night at Colonie Central High School on January 8. The Guidance Counselors did a great job.

Mr. Kiehle

- Attended the hockey game and commended the team on a great job; the evening was very enjoyable.
- Attended the Varsity and JV Girls' Basketball games on Friday evening. There is a great deal of talent on the teams.

Ms. Mele

- Attended the Sand Creek PTA meeting. They are planning a yard sale in March/April with community participation.

Ms. Jaquish

- Attended the SEPTA meeting on January 13 and discussed the Best Buddies program.

Mr. Buhner

- Provided an updated regarding the Regional Legislative Event that is scheduled for January 30. The event will be held at 6:30 pm at the Colonie Central High School. He encouraged Board members to arrive early for parking.

**B. Requests to Speak**

Mark Riegert – Mr. Riegert requested to address the Board of Education regarding a student transportation safety concern. He stated that his child is required to cross over a busy street to reach his assigned bus stop; there are no sidewalks in the area. He has addressed the concern with the Town of Colonie as well, but was advised that they are unable to make any changes at this time due to financial constraints. Mr. Buhner stated that he had previously been made aware of Mr. Riegert's concern and understood that it had been resolved via the Transportation Department. Mr. Riegert responded that the concern had been resolved for the current school year, but he was looking to have the same arrangement made for subsequent school years. Mr. Buhner stated that he would discuss the matter with the Transportation Department.

**5. REPORTS FOR INFORMATION AND STUDY****A. Common Core & State Assessment Update**

Greg Bearup, Supervisor of K-8 Math, Science & Technology and Stacey Wranesh, Supervisor of UPK-8 ELA, Literacy & Social Studies provided reports on the Common Core and State Assessments. They reported that South Colonie teachers are supportive of the Common Core Standards but adhering to the implementation timeline has been difficult. They report that the District is moving in the right direction.

**B. Enrollment and Projections**

Tim Backus, Assistant Superintendent for Instruction, provided a report on student enrollment and future projections.

**C. Board Committee Reports**

Mr. Johanning provided a report on the Policy Committee meeting which was held on December 17, 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. One (1.0) in-service credit for participation in and completion of the 15.0 contact hours course, “NYSED STEM Year 2: Effective Thinking Strategies for All Students and Strategies in Math/Science” (#13-14-74), sponsored by NYSED and the College Board. The course will be held on February 17–19, 2014 from 8:00 am to 3:30 pm at the Colonie Central High School. The course is restricted to participants who have completed the Year 1 course. Participants must attend all sessions and submit a conference certificate to receive course credit. Stacey Sebert (Sand Creek Middle School) is the contact person.
2. One-half (0.5) in-service credit for participation in and completion of the 7.5 contact hours course, “Aligning the New York State Module 4 to the Go Math Series for Fourth Grade” (#13-14-75), sponsored by the South Colonie Central School District. The course will be held on January 16, 2014 and January 23, 2014 from 4:00 pm to 7:00 pm and January 30, 2014 from 4:00 pm to 5:30 pm at the Roesseville Elementary School, Room 207. Participants must attend all sessions to receive course credit. Sandy LaBrake (Roesseville Elementary School) is the contact person.
3. One-half (0.5) in-service credit for participation in and completion of the 7.5 contact hours course, “Study Group: Integrating Math Buddies and Singapore Math Problem Solving Strategies” (#13-14-76), sponsored by the South Colonie Central School District. The course will be held on February 25, 2014, March 4, 2014 and March 11, 2014 from 3:30 pm to 6:00 pm at the Shaker Road Elementary School. The course is restricted to Special Education Teachers. Participants must attend all sessions to receive course credit. Jackie Monger (Shaker Road Elementary School) is the contact person.

4. Three (3.0) in-service credits for participation in and completion of the 45.0 contact hours course, “Unleashing the Power of Presentation Tools” (#13-14-77), sponsored by the Creative Teacher Education Institute. The course will be held on February 1, 2014 to February 28, 2014 at various times as an on-line course. Lisa Juliano (Shaker Road Elementary School) is the contact person.
5. Two (2.0) in-service credits for participation in and completion of the 30.0 contact hours course, NYSED STEM Year 3: Setting the Cornerstones/Sustainability Action Plans” (#14-15-01), sponsored by NYSED and the College Board. The course will be held on August 18-19, 2014 or August 25-26, 2014 from 8:00 am to 3:30 pm at the Colonie Central High School as well as the on-line portion of the course. The course is restricted to participants who have completed the Year 1 and Year 2 courses. Participants must attend all sessions, complete the on-line portion, and submit a conference certificate to receive course credit. Stacey Sebert (Sand Creek Middle School) is the contact person.

**C. Seminar on Educational Issues**

1. Three (3.0) contact hours of credit for participation in “Integrating Common Core in Algebra 1 – Session 10” (SD2013-14-#36), sponsored by the CCHS Math Department. The workshop may be attended on January 21, 2014 from 2:45 pm to 5:45 pm at the Colonie Central High School. Susan Cresanti (Colonie Central High School) is the contact person.
2. Three (3.0) contact hours of credit for participation in “Integrating Common Core in Algebra 1 – Session 11” (SD2013-14-#37), sponsored by the CCHS Math Department. The workshop may be attended on February 25, 2014 from 2:45 pm to 5:45 pm at the Colonie Central High School. Susan Cresanti (Colonie Central High School) is the contact person.
3. Three (3.0) contact hours of credit for participation in “Integrating Common Core in Algebra 1 – Session 12”, (SD2013-14-#38), sponsored by the CCHS Math Department. The workshop may be attended on March 18, 2014 from 2:45 pm to 5:45 pm at the Colonie Central High School. Susan Cresanti (Colonie Central High School) is the contact person.
4. Three (3.0) contact hours of credit for participation in “Integrating Common Core in Algebra 1 – Session 13”, (SD2013-14-#39), sponsored by the CCHS Math Department. The workshop may be attended on April 22, 2014 from 2:45 pm to 5:45 pm at the Colonie Central High School. Susan Cresanti (Colonie Central High School) is the contact person.
5. Three (3.0) contact hours of credit for participation in “Integrating Common Core in Algebra 1 – Session 14”, (SD2013-14-#40), sponsored by the CCHS Math Department. The workshop may be attended on May 20, 2014 from 2:45 pm to 5:45 pm at the Colonie Central High School. Susan Cresanti (Colonie Central High School) is the contact person.

6. Three (3.0) contact hours of credit for participation in “Integrating Common Core in Algebra 1 – Session 15”, (SD2013-14-#41), sponsored by the CCHS Math Department. The workshop may be attended on June 17, 2014 from 2:45 pm to 5:45 pm at the Colonie Central High School. Susan Cresanti (Colonie Central High School) is the contact person.
7. Three (3.0) contact hours of credit for participation in “Miscue Analysis” (SD2013-14-#42), sponsored by the Roessleville Elementary School. The workshop may be attended on February 6, 2014 from 4:00 pm to 7:00 pm at the Roessleville Elementary School Library. The workshop is restricted to Roessleville teachers only. Marybeth Tedisco (Roessleville Elementary School) is the contact person.
8. Three (3.0) contact hours of credit for participation in “STEM Education Workshop: Butterflies” (SD2013-14-#43), sponsored by the Schenectady Museum (miSci). The workshop may be attended on March 11, 2014 from 5:00 pm to 8:00 pm at the Schenectady Museum. Stephanie Crisci (Colonie Central High School) is the contact person.

**D. Contract/Agreement**

Approval of a sixty (60) month installment plan with Capital Region BOCES (NERIC) for the rental and maintenance of ten (10) Ricoh copiers/network printers purchased under the Eastern Suffolk BOCES cooperative bidding arrangement: two (2) Ricoh Model Pro907EX and eight (8) Ricoh 9002SPF; based on NERIC proposal. Estimated yearly cost is \$69,876.66, less BOCES aid of \$35,217.84, for an annual net cost of \$34,658.82.

**E. Health & Welfare Contract**

Approval of a contract with the Bethlehem Central School District for the 2013-2014 school year to provide health and welfare services to one (1) South Colonie resident student attending St. Thomas the Apostle School in the Bethlehem Central School District. The health service cost per pupil is \$730.00. The total cost of the contract shall be \$730.00.

**F. Transportation Contract**

Approval of a thirty-one (31) day emergency transportation contract with Folmsbee’s Transportation, Inc., 1 Industry Drive, Waterford, NY, for the transportation of two (2) homeless students from the Marillac Family Shelter, 195 Washington Avenue Extension, Albany, NY. Transportation will be to Colonie Central High School, 1 Raider Boulevard, Albany, NY and Sand Creek Middle School, 329 Sand Creek Road, Albany, NY. Transportation will begin Monday, January 6, 2014 and end February 5, 2014, at a cost of \$180.00 per day. The total cost of the contract shall be \$3,960.00.

**G. Declare as Surplus**

1. One (1) Canon CFX-L4500 Fax Machine. Equipment is located at the Sand Creek Middle School and is in non-working order.
2. Sixty (60) Dell Optiplex GX260 desktop computers and CRT monitors. Equipment is located in the IT Department and is obsolete.

**H. Donations**

1. Donation from the Colonie Central High School Track & Field Booster Club in the amount of \$92.00 to cover the cost of the entry fees for the New Balance Games on Friday, January 24, 2014.
2. Donation from the Colonie Central High School Track & Field Booster Club in the amount of \$600.00 to cover the cost of the entry fees for the Yale University Track Classic on January 17, 2014 through January 18, 2014.

**I. Tax Refund**

Approval of a 2012-2013 tax refund to Barbera Homes, Inc. in the amount of \$4,248.48. The property is located at 1716 Central Avenue, Albany, NY, 12205, (Tax Map #60.16-1-65). The refund is in accordance with Section 556 of the Real Property Tax Law.

**J. Re-Appropriation of 2013-2014 Budget**

Re-appropriation of the 2013-2014 budget in the amount of \$50,692.00. The total re-appropriated budget is \$92,398,035.

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

  9   Yes        0   No        0   Abstain

**Vote Carried: 9 – 0 – 0**

**7. PERSONNEL – INSTRUCTION**

A motion was made by Mr. Sim and seconded by Ms. Gigliello, that the Instructional Personnel changes listed on the attached sheets dated January 21, 2014 be approved.

  9   Yes        0   No        0   Abstain

**Vote Carried: 9 – 0 – 0**

**8. PERSONNEL – SUPPORT**

A motion was made by Mr. Casey and seconded by Ms. Jaquish, that the Support Personnel changes listed on the attached sheets dated January 21, 2014 be approved.

9 Yes      0 No      0 Abstain

**Vote Carried: 9 – 0 – 0**

**9. NYS OSC REPORT OF EXAMINATION**

Approval of the New York State Office of the State Comptroller (NYS OSC) Report of Examination for the Internal Controls Over Timekeeping Procedures, Report 2013M-298, for the period of July 1, 2011 through April 30, 2013. The Examination was made and report prepared in accordance with Article 5, Section 1 of the State Constitution and the authority granted to the State Comptroller by Article 3 of the General Municipal Law.

Pursuant to Section 35 of the General Municipal Law, public notice has been made that the reports are available for inspection in the office of the District Clerk. The Board may prepare a written response to the report and file any such response with the office of the District Clerk not later than April 21, 2014.

Pursuant to Section 33 of the General Municipal Law, the report will be made available to the public upon request and will be posted to the District's website for a period of five (5) years.

A motion was made by Mr. Motto and seconded by Mr. Johanning, that the above stated NYS OSC Report of Examination be approved.

9 Yes      0 No      0 Abstain

**Vote Carried: 9 – 0 – 0**

**10. RESOLUTION – AUTHORIZATION OF SIS 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, in accordance with Section 103 of the 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 Follett ASPEN, 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 the 2014-2015 General Fund Budgets.

NOW, THEREFORE BE IT RESOLVED,

1. That the Board of Education 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.

A motion was made by Ms. Gigliello and seconded by Mr. Sim, that the above stated Resolution Authorizing SIS Sole Source Procurement be adopted.

  9   Yes        0   No        0   Abstain

**Vote Carried: 9 – 0 – 0**

## **11. RESOLUTIONS**

African-American History Month – February, 2014  
National School Counseling Week – February 3-7, 2014

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

  9   Yes        0   No        0   Abstain

**Vote Carried: 9 – 0 – 0**

## **12. FUTURE MEETINGS**

- **January 23**      Facilities Committee Meeting – 4:30 pm – District Office
- **January 30**      Legislative Event – 6:30 pm – Colonie Central High School
- **February 11**      Board of Education Meeting – 7:00 pm – District Office  
    Budget Topics: Transportation, Operations & Maintenance,  
    Secure Youth Detention Facility
- **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**      Board of Education Meeting – 7:00 pm – District Office  
    Budget Topics: Special Education, Pupil Personnel Services

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

9 Yes      0 No      0 Abstain

**Vote Carried: 9 – 0 – 0**

The Board entered into Executive Session at 8:38 pm.

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

9 Yes      0 No      0 Abstain

**Vote Carried: 9 – 0 – 0**

The Board adjourned Executive Session at 9:40 pm and returned to Public Session.

### **13. ADJOURN MEETING**

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

9 Yes      0 No      0 Abstain

**Vote Carried: 9 – 0 – 0**

The Regular meeting of the Board of Education was adjourned at 9:41 pm.

Respectfully Submitted,



Jamie S. Mroczko  
District Clerk

**7. PERSONNEL – INSTRUCTION****A. Substitute Teachers**

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

**8. PERSONNEL – SUPPORT****A. Resignations**

1. Name: Kristine Isaksen  
Position: Temporary Senior Keyboard Specialist (FP-PS)  
Effective: January 9, 2014  
Reason: Accepted another position within the District
  
2. Name: Amanda Trance  
Position: Permanent Food Service Helper (HS-Main)  
Effective: January 29, 2014  
Reason: Accepted a position outside the District

**B. Appointments**

1. Name: Robert Castledine  
Address: 856 Route 32, Stillwater, NY 12170  
Position: Permanent Part-Time Custodial Worker  
Effective: January 13, 2014  
Salary: \$16.14 per hour as per CSEA Contract  
Hours: 4.0 hours per day (M-F 2 hours at each location daily)  
Current Location: Bus Garage and Forest Park Elementary School
  
2. Name: Kristine Isaksen  
Address: 13 Thoroughbred Way, Clifton Park, NY 12065  
Position: Permanent Senior Keyboard Specialist  
Effective: January 9, 2014  
Salary: Schedule D per UPSEU Contract  
(pro-rated as per attached Confidential Sheet)  
Hours: 7.5 hours per day  
Current Location: Forest Park Elementary School – Pupil Services
  
3. Name: Barbara Brown  
Address: 129 Exchange Street, Albany, NY 12205  
Position: Probationary Food Service Helper  
Effective: January 21, 2014  
Salary: Schedule N per CSEA Contract (\$11.23 per hour)  
Hours: 3.0 hours per day  
Current Location: Colonie Central High School – Main Cafeteria  
Probationary Period: January 21, 2014 to September 23, 2014
  
4. Name: Leonard J. Ordon, Jr.  
Address: 11 Garfield Avenue, Albany, NY 12205  
Position: Custodial Worker Substitute  
Effective: January 22, 2014  
Salary: \$10.75 per hour

**C. Excessed Personnel****Rescind the following excessed Support Staff:**

1. One part-time custodial worker has been re-instated. The following staff will be re-instated to a part-time custodial worker position effective January 13, 2014.

Robert Castledine