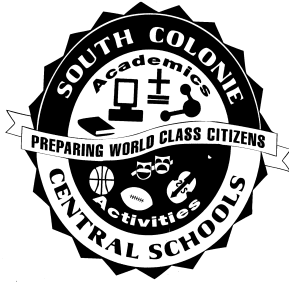


**SOUTH COLONIE CENTRAL SCHOOLS
BOARD OF EDUCATION**



MINUTES

**January 7, 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	David Kiehle	Edward Sim
Rose Gigliello	Christine Mele	
Shelle Jaquish	James T. Ryan	

Members Excused:

Neil Johanning
Leonard Motto

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. PRESIDENT'S SPOTLIGHT

Tristen Jarvis was selected as a member of the 2013 All-National Honor Symphony Orchestra sponsored by the National Association for Music Education (NAfME). Tristen joined more than 670 of the most musically talented and skilled High School students in the United States to perform at a gala concert on October 30, 2013 in Nashville, Tennessee. Tristen is the first South Colonie student to receive this honor.

Eligible students qualified for their state-level honor ensemble program and competed against top students for a spot in these national honor ensembles. Tristen was selected based on his high scores from the New York State School Music Association (NYSSMA) solo evaluations from the past two years. Both years he received perfect scores of 100 on Level 6 solos, which is the highest level of difficulty recognized by NYSSMA.

Mr. Cannistraci, Music Department Chairman, stated that Tristen is not only a talented musician, but also is a model student who possesses great character and holds a high GPA.

Tristen's family thanked the Board of Education members for keeping the music program available for students given the constraints of the budget and said that they recognized the hard work that was involved for the Board of Education in doing so. Tristen performed a classical music selection at the meeting.

4. APPROVAL OF MINUTES

A motion was made by Mr. Sim and seconded by Mr. Kiehle, that the minutes of the Regular Meeting on December 17, 2013, be approved.

7 Yes 0 No 0 Abstain

Vote Carried: 7 – 0 – 0

5. COMMUNICATIONS

A. Correspondence/Board Activities

Mr. Ryan:

- Reported that all District facilities walk-throughs have been completed. Principals will receive a report for their review.
- Dollars for Scholars Career Night is scheduled for January 9th at 7:00 pm
- CCHS Junior Parents Night is scheduled for January 8th at 6:30 pm.
- NYSSBA has announced that the Matt Wade of the Brunswick/Brittonkill School District won the election for the Area 7 Director.

Ms. Gigliello:

- Attended the CCHS Winter Concert on December 18th. The performance was incredible.

Mr. Kiehle:

- Commended the Music Department for the wonderful evening concerts that were held. Nine groups performed and did a great job.
- Attended the Varsity Basketball game with LaSalle; South Colonie won.
- Reported that an area school district received the NYSSMA Presidential Citation Award. Recommended that our Music Department review the process for the South Colonie program to submit an application.

Ms. Mele:

- Attended Middle School basketball games.

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

6. REPORTS FOR INFORMATION AND STUDY

A. Office of the State Comptroller Audit Response & Corrective Action Plan

Sherri Fisher, Assistant Superintendent for Management Services & Strategic Planning provided a review of the State Comptroller's Audit Response and the District's Corrective Action Plan. There was one protocol recommendation for a uniform timekeeping process; otherwise the District received a clean audit. The timekeeping process will be implemented during the next fiscal year. The Board took action on Item 12 of this agenda.

B. 2014-2015 Budget Development

Sherri Fisher, Assistant Superintendent for Management Services & Strategic Planning provided a review of the current status of the 2014-2015 budget development process.

C. Board Committee Reports

Ms. Jaquish provided a report on the Graduation/Hall of Fame Committee meeting, which was held on December 12, 2013. There was discussion regarding the nomination process for Hall of Fame recipients. A copy of the draft criteria and draft nomination form will be sent to all Board members for review.

7. 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, "Beating Test Anxiety: Teaching Strategies to Help Students Become Better Test Takers" (#13-14-71), sponsored by the Creative Teacher Education Institute. The course will be held on January 3, 2014 through January 30, 2014 as an online course. Kristen Mesick (Colonie Central High School) is the contact person.
2. One (1.0) in-service credit for participation in and completion of the 15.0 contact hours course, "Beginning Spanish Part II" (#13-14-72), sponsored by the Capital Region Language Center. The course will be held on Mondays from January, 2014 through June, 2014 for fifteen (15) weeks, from 4:00 pm to 5:00 pm at the Capital Region Language Center, 24 Aviation Road, Suite 100, Albany, NY. Elisa Vickers (Sand Creek Middle 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, “Grade 4 Study Group 2014: Continued Alignment for the Reading Workshop to the Common Core Part I”, (#13-14–73), sponsored by the South Colonie Central School District. The course will be held on January 27, 2014 from 4:00 pm to 7:00 pm, February 3, 2014 from 4:00 pm to 7:00 pm, and February 5, 2014 from 4:00 pm to 5:30 pm at the Roessleville Elementary School Library. Participants must attend all sessions to receive course credit. Stacey Wranesh (Saddlewood Elementary School) is the contact person.

C. Bid Award – Food Service Department

Recommended award for February 1, 2014 to June 30, 2014 to the low bidder for Pizza meeting specifications as follows:

Wolfe’s Pizza, P.O. Box 360, Duanesburg, NY 12056

Item: 51000A

D. Transportation Contract – Revised

Approval of the revised thirty-one (31) day transportation contract with Star & Strand Transportation, Inc., 360 Fifth Street, Troy, New York. Transportation will begin December 11, 2013 and end January 11, 2014. Due to the lack of funding available for the child to attend the before-school and after-school programs, it is necessary to add an additional route to this contract. The additional cost will be \$75.00 per day; the new daily rate will be \$294.00 per day. The total cost of the revised contract shall be \$3,528.00.

The original contract with Star & Strand Transportation, Inc. was approved by the Board of Education at the December 17, 2013 meeting.

E. Budgetary Transfers

Authorization to transfer funds as follows:

<u>From:</u>	<u>To:</u>	<u>Amount:</u>
A1620.192	A1622.160	\$ 1,250.00
A5540.400	A5510.181	\$ 25,634.95
A5540.400	A5510.182	\$ 7,362.00
A1620.191	A5530.194	\$ 21,000.00

F. Donations

1. Donation from Colonie Central High School Track & Field Booster Club in the amount of \$450.00 to cover the cost of the entry fees for the 45th Annual Dartmouth Relays on Friday, January 10, 2014 through January 12, 2014.

2. Donation from Colonie Central High School Wrestling Booster Club in the amount of \$425.00 to cover the cost of the entry fees for the Eastern States Wrestling Classic 2014 on January 10, 2014 through January 11, 2014.
3. Donation from Colonie Central High School Wrestling Booster Club in the amount of \$195.00 to cover the cost of the entry fees for the Ballston Spa Dual Meet Tournament on December 7, 2013.
4. Donation from Colonie Central High School Wrestling Booster Club in the amount of \$500.00 to cover the cost of the entry fees for the 2014 KETCHAM Invitational Wrestling Tournament on January 4, 2014 through January 5, 2014.
5. Donation from Colonie Central High School Wrestling Booster Club in the amount of \$275.00 to cover the cost of the entry fees for the Shenendehowa Invitational 2014 Tournament on January 18, 2014.
6. Donation from Colonie Central High School Wrestling Booster Club in the amount of \$200.00 to cover the cost of the entry fees for the 2013 Ravena-Coeymans-Selkirk JV Wrestling Tournament on December 7, 2013.
7. Donation from Colonie Central High School Wrestling Booster Club in the amount of \$175.00 to cover the cost of the entry fees for the 2013 Third Annual CDWOA JV Holiday Wrestling Tournament on December 27, 2013.
8. Donation from Colonie Central High School Wrestling Booster Club in the amount of \$250.00 to cover the cost of the entry fees for the 2014 Jamie Mormile Memorial Invitational Wrestling Tournament on January 4, 2014.
9. Donation from Colonie Central High School Wrestling Booster Club in the amount of \$175.00 to cover the cost of the entry fees for the 2014 Burnt Hills JV Wrestling Tournament on January 18, 2014.
10. Donation from Colonie Central High School Wrestling Booster Club in the amount of \$250.00 to cover the cost of the entry fees for the 22nd Annual Mountie Invitational Wrestling Tournament on January 25, 2014.
11. Donation from Colonie Central High School Track & Field Booster Club in the amount of \$217.00 to cover the cost of the entry fees for the Rhode Island Classic Track & Field Invitational on Saturday, December 28, 2013.

G. Re-Appropriation of 2013-2014 Budget

Re-appropriation of the 2013-2014 budget in the amount of \$3,112.00. The total re-appropriated Budget is \$92,347,343.

H. Internal Claims Auditor Quarterly Report – October 1, 2013 to December 31, 2013

I. Clerk & Treasurer Reports – November, 2013

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

7 Yes 0 No 0 Abstain

Vote Carried: 7 – 0 – 0

8. PERSONNEL – INSTRUCTION

A motion was made by Mr. Casey and seconded by Mr. Sim, that the Instructional Personnel changes listed on the attached sheets dated January 7, 2014 be approved.

7 Yes 0 No 0 Abstain

Vote Carried: 7 – 0 – 0

9. PERSONNEL – SUPPORT

A motion was made by Ms. Jaquish and seconded by Ms. Gigliello, that the Support Personnel changes listed on the attached sheets dated January 7, 2014 be approved.

7 Yes 0 No 0 Abstain

Vote Carried: 7 – 0 – 0

10. POLICIES**Second Reading & Approval**

Policy 4526 – Technology Use Policy

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

Policy 4526.2 – Technology Use Policy or Staff Members

Policy 4526.3 – Student Access to District Computer System Resources

Policy 4526.4 – Technology Use Policy for Students

Policy 4527 – Cyber-Bullying

A motion was made by Ms. Jaquish and seconded by Mr. Casey, that the above stated Policies be approved.

7 Yes 0 No 0 Abstain

Vote Carried: 7 – 0 – 0

11. CAPITAL PROJECTS

1. Approval of the final payment for a general construction contract with Titan Roofing in the amount of \$60,283.45 for Capital Projects H8-2A (0001-025) and H8-2B (0015-014).

2. Approval of the final payment for an electrical contract with Brownell Electric Corp. in the amount of \$3,178.57 for Capital Projects H8-2A (0001-025) and H8-2B (0015-014).
3. Approval of the final payment for an HVAC contract with Mazone Plumbing & Heating in the amount of \$2,418.55 for Capital Projects H8-2A (0001-025) and H8-2B (0015-014).

A motion was made by Mr. Sim and seconded by Mr. Kiehle, that the above stated Capital Projects be approved.

7 Yes 0 No 0 Abstain

Vote Carried: 7 – 0 – 0

12. OFFICE OF THE STATE COMPTROLLER AUDIT REPORT – CORRECTIVE ACTION PLAN

Approval of the Corrective Action Plan, per attachment, developed in response to the recommendation made by the Office of the State Comptroller in Audit Report 2013M-298.

A motion was made by Mr. Kiehle and seconded by Jauqish, that the above stated Corrective Action Plan be approved.

7 Yes 0 No 0 Abstain

Vote Carried: 7 – 0 – 0

13. FUTURE MEETINGS

- **January 21** Board of Education Meeting – 7:00 pm – District Office
- **January 22** 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
- **February 24** Policy Committee – 6:00 pm – District Office
- **February 25** Budget Meeting – 7:00 pm – District Office

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

7 Yes 0 No 0 Abstain

Vote Carried: 7 – 0 – 0

The Board entered into Executive Session at 8:11 pm.

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

7 Yes 0 No 0 Abstain

Vote Carried: 7 – 0 – 0

The Board adjourned Executive Session at 9:00 pm and returned to Public Session.

14. ADJOURN MEETING

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

7 Yes 0 No 0 Abstain

Vote Carried: 7 – 0 – 0

The Regular meeting of the Board of Education was adjourned at 9:01 pm.

Respectfully Submitted,



Jamie S. Mroczko
District Clerk

8. PERSONNEL – INSTRUCTION

A. Leave of Absence

- | | |
|--------------------------------|--------------------------|
| 1. <u>Name:</u> | Elizabeth Bell |
| <u>Position:</u> | Grade 5 Teacher |
| <u>Type:</u> | Child Care Leave |
| <u>Location:</u> | Lisha Kill Middle School |
| <u>REVISED Effective Date:</u> | January 6, 2014 |
| <u>Ending Date:</u> | June 30, 2014 |

B. Long-Term Replacement

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

C. PEP Grant Program Manager/PE Teacher on Special Assignment for the 2013-2014 School Year

Approve per Policy 9290:

Matthew Stein

D. PEP Grant Assistant Program Manager for the 2013-2014 School Year

Karen Bonitatibus

E. PEP Grant Lead PE Teacher/Coordinator for the 2013-2014 School Year

Approve per Policy 9290 effective January 8, 2014:

Colonie Central High School

William Roemer

Lisha Kill Middle School

Joseph Repko

Roessleville Elementary School

Michael Palmer

F. Lunch Supervision for the 2013-2014 School Year**Rescind** the following previously approved positions:**Colonie Central High School**

Molly Swan Effective 12/9/13

Sand Creek Middle School

Gianelo Duca Effective 9/1/13

Appoint the following previously approved position at the approved rate of compensation:**Colonie Central High School**

Jill Durant Effective 12/9/13

Sand Creek Middle School

Sarah Nagel Effective 9/1/13

Lisha Kill Middle School

Jason Bissonette .50 Effective 11/12/13

Eric Rouleau .50 Effective 12/18/13

G. Study Hall Supervision for the 2013-2014 School Year**Appoint** the following previously approved position at the approved rate of compensation:**Sand Creek Middle School**

Lisa Thayer Effective 1/6/14

9. PERSONNEL – SUPPORT**A. Retirement**

1. Name: Gregory Rench
Position: Permanent Custodial Worker (HS)
Effective: December 27, 2013

B. Resignation

1. Name: Matthew Wetzel
Position: Part-Time Custodial Worker (FP,LK,BG)
Effective: December 27, 2013
Reason: Took another position within the District

C. Leave of Absence

1. Name: Cynthia Noble
Address: 44 Wertman Lane, Loudonville, NY 12211
Position: Permanent School Monitor (SR)
Effective: January 2, 2014 to March 31, 2014
Reason: Personal

D. 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: Matthew Wetzel
Address: 34 Hadel Road, Glenville, NY 12302
Position: Permanent Custodial Worker
Effective: December 27, 2013
Salary: Schedule G, Step 3, as per CSEA Contract (pro-rated)
Hours: 8.0 hours per day
Current Location: Forest Park Elementary School

E. Excessed Personnel

Rescind the following Excessed Support Staff:

1. One custodial worker has been re-instated. The following staff will be re-instated to a full-time custodial worker position effective December 27, 2013.

Matthew Wetzel