SOUTH COLONIE CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION

MINUTES

August 26, 2014
District Office
5:30 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 5:31 pm.

1. ROLL CALL

Members Present:

Rose Gigliello	Christine Mele
Shelle Jaquish	Leonard Motto
Neil Johanning	James T. Ryan

Members Excused:

Brian Casey
David Kiehle
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 Perry, Director of Human Resources, Safe Schools & IT
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. Gigliello and seconded by Ms. Mele, that the minutes of the Regular Meeting of August 5, 2014 be approved.

6 Yes 0 No 0 Abstain **Vote Carried: 6 – 0 – 0**

4. REPORTS FOR INFORMATION AND STUDY

A. Master Operational Plan

Mr. Buhner provided a brief report on the District's Master Operation Plan, including annual goals, targets, and management statements.

Mr. Johanning requested that applicable goals be measurable and that a goal be added in regard to increasing family engagement.

B. Tax Rates/Tax Warrants

The 2014-2015 tax rate calculations were reviewed by Assistant Superintendent Sherri Fisher. Resolutions for adoption of the Tax Warrants and Tax Rates appear in Items 9 and 10 of these minutes.

5. COMMUNICATIONS

A. Correspondence/Board Activities

Mr. Ryan

- Reminded Board Members of the NYSSBA Leadership Academy which will be held on September 12 in Albany. Any Members who are interested in attending should contact the District Clerk.
- Reminded Board Members of the upcoming Capital Project Q&A Session which will be held on September 15 at Forest Park.
- The Colonie Police Department notified the District that the School Resource Officers have been equipped with and trained in the use of Narcan, which is a drug used to reverse the effects of an opioid overdose.
- Reported that the District is part of a consortium of 12 school districts led by Capital Region BOCES that has won a grant (Teaching is the Core) to review and improve student assessment practices.

Mr. Johanning

- Attended the New York State PTA Summer Leadership Training.
- Attended the Northeastern Region PTA Pre-School Training.

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

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, "CrossFit Gymnastics" (#14-15–48), sponsored by CrossFit. The course will be held September 6, 2014 and September 7, 2014 from 9:00 am to 5:00 pm each day at Triple Threat Cross Fit, 120 Monmouth Street, Red Bank, NJ. Participants must attend both sessions to receive course credit. Michael McCulloch (Shaker Road Elementary School) is the contact person.

2. Two and one-half (2.5) in-service credits for participation in and completion of the 37.5 contact hours course, "ASM Materials Camp 2014" (#14-15–49), sponsored by RPI and GE. The course will be held July 7-11, 2014 from 8:30 am to 5:00 pm each day at Rensselaer Polytechnic Institute, Troy, NY. Participants must attend all sessions to receive course credit. Barry Witte (Colonie Central High School) is the contact person.

C. Transportation Contracts

1. Approval of a 31-day emergency contract with Star & Strand Services, 360 Fifth Avenue, Troy, NY 12182, for Route 2014S-10 to Parson's, 60 Academy Road, Albany, NY 12208. Transportation is to begin on August 4, 2014 and end on August 15, 2014 at a daily rate of $175.00 per day including the aide. The anticipated cost is $1,750.00.

2. Approval of a 31-day emergency contract with Star & Strand Services, 360 Fifth Avenue, Troy, NY 12182, for Route 2014S-11 to Vanderheyden Hall, 614 Cooper Hill Road, Wynantskill, NY 12198. Transportation is to begin on July 29, 2014 and end on August 15, 2014 at a daily rate of $190.00 per day including the aide. The anticipated cost is $2,660.00.

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

6 Yes 0 No 0 Abstain **Vote Carried: 6 – 0 – 0**

7. PERSONNEL – INSTRUCTION

A motion was made by Ms. Jaquish and seconded by Mr. Johanning, that the Instructional Personnel changes listed on the attached sheets dated August 26, 2014 be approved.

6 Yes 0 No 0 Abstain **Vote Carried: 6 – 0 – 0**

8. POLICIES

A. Final Reading & Approval

Policy 5300 – Code of Conduct
Policy 5300.1 – Code of Conduct Plain Language Summary

A motion was made by Mr. Johanning and seconded by Mr. Motto, that the above stated Policies (5300, 5300.1) be approved.

6 Yes 0 No 0 Abstain **Vote Carried: 6 – 0 – 0**

9. RESOLUTION – TAX WARRANTS

Adoption of the Tax Warrants for the 2014-2015 school year for Colonie, Guilderland and Niskayuna dated September 1, 2014, per the attached list.

A motion was made by Ms. Gigliello and seconded by Ms. Mele, that the above stated Tax Warrants be adopted.

6 Yes 0 No 0 Abstain **Vote Carried: 6 – 0 – 0**

10. RESOLUTION – 2014-2015 TAX RATES

Adoption of the 2014-2015 tax rates per $1,000 of assessed value as follows:

Town	Rate
Colonie	$27.000408
Guilderland	$20.558139
Niskayuna	$17.139717

A motion was made by Mr. Motto and seconded by Mr. Johanning, that the above stated 2014-2015 Tax Rates be adopted.

6 Yes 0 No 0 Abstain **Vote Carried: 6 – 0 – 0**

11. RESOLUTION – NOTICE OF SPECIAL DISTRICT MEETING

NOTICE IS HEREBY GIVEN that a Special District Meeting of the qualified voters of the South Colonie Central School District, Albany County, New York, will be held at the places hereinafter set forth on the 21st day of October, 2014, at 11:00 o'clock am, Prevailing Time, for the purpose of voting by machine upon the proposition hereinafter set forth. Polls for the purpose of voting will be kept open between the hours of 11:00 o'clock am and 9:00 o'clock pm, Prevailing Time.

Proposition

Shall the following resolution be adopted, to wit:

RESOLVED, that the Board of Education of the South Colonie Central School District, Albany County, New York, is hereby authorized to construct additions to and reconstruct various School buildings, including reconfiguration of certain areas therein, original furnishings, equipment, machinery, apparatus, appurtenances, site work, incidental improvements, and expenses in connection therewith, at a maximum estimated cost not to exceed **$13,800,000**; and that $13,800,000, or so much thereof as may be necessary, shall be raised by the levy of a tax upon the taxable property of said School District and collected in annual installments as provided by Section 416 of the Education Law; and, in anticipation of such tax, obligations of said School District shall be issued.

NOTICE IS HEREBY FURTHER GIVEN that the aforesaid proposition will appear on the ballot labels of the voting machines used at such Special District Meeting in the following abbreviated form:

Abbreviated Form of Proposition

Shall the proposition set forth in the notice of this meeting authorizing the construction of new space and reconstruction of various school buildings at a maximum estimated cost not to exceed **$13,800,000**; and providing that $13,800,000, or so much thereof as may be necessary, shall be raised by a tax levy to be collected annually, with District obligations to be issued in anticipation thereof, be approved?

SEQRA STATUS OF PROJECT: The School District Board of Education is acting as lead agency under the regulations of the State of New York, promulgated under the State Environmental Quality Review Act ("SEQRA"). The project herein described has been determined to be a Type II Action, pursuant to the regulations of the New York State Department of Environmental Conservation promulgated pursuant to the State Environmental Quality Review Act for which a negative declaration has been made by the Board as Lead Agency. SEQRA information and documentation is available in the office of the District Clerk for inspection during regular business hours.

NOTICE IS ALSO HEREBY GIVEN that absentee ballots shall be made available in accordance with the provisions of Section 2018-a of the Education Law and that applications for such absentee ballots may be applied for at the office of the District Clerk. Any such application must be received by the District Clerk at least seven (7) days before the date of the aforesaid Special District Meeting if the ballot is to be mailed to the applicant, or the day before such Special District Meeting, if the ballot is to be delivered personally to the applicant.

NOTICE IS FURTHER GIVEN that the Board of Education shall make a list of all persons to whom absentee voter's ballots shall have been issued and such list shall be filed in the office of the District Clerk where it shall be available for public inspection during regular office hours until the date of the aforesaid Special District Meeting. In addition, such list shall also be posted in a conspicuous place or places during the hours of such Special District Meeting, and any qualified voter may challenge the acceptance of the absentee voter's ballot of any person on such list by making his or her challenge and the reasons therefore known to the inspectors of election before the close of the polls.

NOTICE IS FURTHER GIVEN that, in accordance with the provisions of Section 2007(3)(c) of the Education Law, registration of voters for the Special District Meeting will occur between the hours of 9:00 o'clock am and 4:00 o'clock pm no later than **October 16, 2014**. All registration shall take place at the office of the District Clerk, 102 Loralee Drive, Albany, New York.

The polling places where said Special District Meeting will be held are as follows:

- Shaker Road Elementary School 512 Shaker Road
- Saddlewood Elementary School 100 Loralee Drive
- Roessleville Elementary School 100 California Avenue
- Veeder Elementary School 25 Veeder Drive
- Forest Park Elementary School 100 Forest Drive

Qualified voters may cast a ballot at any of the polling places.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call. The results are as follows:

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

A motion was made by Ms. Gigliello and seconded by Ms. Jaquish, that the above stated Resolution be adopted.

6 Yes 0 No 0 Abstain **Vote Carried: 6 – 0 – 0**

12. SEQRA RESOLUTION – LEAD AGENCY DESIGNATION

WHEREAS, South Colonie Central School District plans to construct additions to and reconstruct various School buildings, including reconfiguration of certain areas therein, including Forest Park Elementary School, Saddlewood Elementary School, Shaker Road Elementary School, Roessleville Elementary School, Veeder Elementary School, Lisha Kill Middle School, Sand Creek Middle School, Colonie Central High School, the District Office and the Transportation Facility; and

WHEREAS, the additions and renovations consist of the construction of new Library-Media Centers at Forest Park Elementary School and Roessleville Elementary School, as well as reconstruction to all School buildings; and

WHEREAS, the environmental impacts, if any, associated with the construction of additions and reconstruction at the various School buildings must be determined;

BE IT RESOLVED, that the South Colonie Central School District Board of Education be designated as the lead agency for the purposes of the State Environmental Quality Review Act with respect to the construction of additions and reconstruction to be undertaken at its various School buildings.

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

6 Yes 0 No 0 Abstain **Vote Carried: 6 – 0 – 0**

13. SEQRA RESOLUTION – PROPOSED CONSTRUCTION

WHEREAS, South Colonie Central School District plans to construct additions to and reconstruct various School buildings, including reconfiguration of certain areas therein; including Forest Park Elementary School, Saddlewood Elementary School, Shaker Road Elementary School, Roessleville Elementary School, Veeder Elementary School, Lisha Kill Middle School, Sand Creek Middle School, Colonie Central High School, the District Office and the Transportation Facility; and

WHEREAS, the additions and renovations consist of the construction of new Library-Media Centers at Forest Park Elementary School and Roessleville Elementary School, as well as reconstruction to all School buildings; and

WHEREAS, the Board of Education as lead agency has undertaken a hard look at the environmental impacts, if any, associated with the construction of additions and reconstruction to be completed at its various School buildings;

BE IT RESOLVED THAT:

1. The proposed construction of additions and reconstruction to its various School buildings are determined to be Type II actions under 6 NYCRR 617.5(a) and 6 NYCRR 617.5(c)(1) and (c)(2) of the State Environmental Quality Review Act since the actions involve construction, reconstruction and renovation without substantial changes to an existing structure or facility and the work completed will not have a significant impact on the environment.

2. Since these additions and reconstruction have been determined to be a Type II action, no further environmental review is required under the State Environmental Quality Review Act.

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

_6_ Yes _0_ No _0_ Abstain **Vote Carried: 6 – 0 – 0**

14. RESOLUTION – DESTRUCTION OF VOTE INTERMEDIATE RECORDS

BE IT RESOLVED, that after the required period of one year after the election, the Board of Education orders the destruction of the District Vote Intermediate Records (poll book signature pages) for vote dates as specified below, in accordance with 8 NYCRR § 185.12, Appendix I (New York State Education Department Records Retention and Disposition Schedule ED-1, 1.[69]).

October 18, 2007
May 20, 2008
May 19, 2009
October 14, 2009
May 18, 2010
October 13, 2010
May 17, 2011
October 12, 2011
May 15, 2012
October 10, 2012
May 21, 2013

A motion was made by Ms. Jaquish and seconded by Ms. Mele, that the above stated Resolution Authorizing the Destruction of District Vote Intermediate Records be approved.

6 Yes 0 No 0 Abstain **Vote Carried: 6 – 0 – 0**

15. RESOLUTION – DESTRUCTION OF VOTER REGISTRATION RECORDS

BE IT RESOLVED, that after the required period of five years after the election, the Board of Education orders the destruction of the District Voter Registration Records for vote dates as specified below, in accordance with 8 NYCRR § 185.12, Appendix I (New York State Education Department Records Retention and Disposition Schedule ED-1, 2.[70]).

October 18, 2007
May 20, 2008

A motion was made by Mr. Motto and seconded by Ms. Gigliello, that the above stated Resolution Authorizing the Destruction of District Voter Registration Records be approved.

6 Yes 0 No 0 Abstain **Vote Carried: 6 – 0 – 0**

Mr. Johanning questioned whether a resolution could be passed that would state that any and all District vote records would be disposed of in accordance with the appropriate guidelines as outlined in the New York State Education Department Records Retention and Disposition Schedule ED-1. The District Clerk will research this by contacting NYSSBA, NYSED and other school districts regarding practices/protocols and report back to the Board.

16. FUTURE MEETINGS

- **September 2** Communications Committee – 6:00 pm – District Office
  Board of Education Meeting – 7:00 pm – District Office
- **September 9** Strategic Planning Committee – 6:00 pm – District Office
- **September 15** Capital Project Public Q&A – 6:00 pm – Forest Park
- **September 16** Academic Achievement Committee – 6:00 pm – District Office
  Board of Education Meeting – 7:00 pm – District Office
- **September 29** Policy Committee – 6:00 pm – District Office
- **October 7** Audit/Finance Committee – 6:00 pm – District Office
  Board of Education Meeting – 7:00 pm – District Office
- **October 8** Facilities Committee – 7:30 am – District Office
- **October 14** IT Committee – 6:00 pm – District Office

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

_6_ Yes _0_ No _0_ Abstain **Vote Carried: 6 – 0 – 0**

The Board entered into Executive Session at 6:33 pm.

A motion was made by Ms. Jaquish and seconded by Ms. Gigliello to **adjourn** Executive Session.

_6_ Yes _0_ No _0_ Abstain **Vote Carried: 6 – 0 – 0**

The Board adjourned Executive Session at 7:54 pm and returned to Public Session.

17. <u>ADJOURN MEETING</u>

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

_6_ Yes _0_ No _0_ Abstain **Vote Carried: 6 – 0 – 0**

The Regular Meeting of the Board of Education was adjourned at 7:55 pm.

Respectfully Submitted,

Jamie S. Mroczko
District Clerk

7. PERSONNEL – INSTRUCTION

A. Creation of Position

Create the following temporary position for the 2014-2015 school year:

(1) 1.00 Physical Education

B. Resignations

1. Name: Matthew Stein
   Position: Physical Education Teacher
   Location: Colonie Central High School
   Effective Date: August 18, 2014
   Reason: Accepted a position outside the District

2. Name: Patricia D. Clark
   Position: Teaching Assistant
   Location: Colonie Central High School
   Effective Date: August 20, 2014
   Reason: Personal

C. Appointments

1. Name: Amanda Ralston
   Address: 1001 Louis Road, Schenectady, NY 12303
   Type: 3 Year Probationary
   Teaching Area: Special Education
   Location: An Nur/Hebrew Academy/Veeder Elementary School
   Effective Date: August 31, 2014
   Ending Date: August 30, 2017
   Salary: Salary Schedule II, Step 4 per SCTA Contract (pro-rated)
   Education: B.S. from SUNY Oneonta, M.S. from College of St. Rose
   Certification: Professional in Students with Disabilities (Grades 1-6)

2. Name: Courtney Daddario
   Address: 917 Mason Street, Niskayuna, NY 12309
   Type: Permanent
   Tenure Area: Special – Teaching Assistant
   Location: Colonie Central High School
   Effective Date: August 31, 2014
   Salary: According to the SCTA Teaching Assistant Contract
   Certification: Permanent as a Teaching Assistant

D. Temporary Appointment

1. Name: Jason Bissonette
   Address: 250 Stoodley Place, Schenectady, NY 12303
   Type: Temporary (1.0)
   Teaching Area: Physical Education
   Location: TBD
   Effective Date: August 31, 2014
   Ending Date: June 30, 2015
   Salary: Salary Schedule II, Step 8
   Education: B.S. from SUNY Cortland, M.S. from University of Phoenix
   Certification Status: Permanent in Physical Education

E. Long-Term Replacement

1. Name: Janelle Salada
   Address: 163 Harvard Road, Watervliet, NY 12189
   Type: Long-Term Replacement
   Teaching Area: Music (strings)
   Location: Lisha Kill Middle School
   Effective Date: August 31, 2014
   Ending Date: January 25, 2015
   Salary: Salary Schedule II, Step 1 per SCTA Contract (pro-rated)
   Education: B.M. from SUNY Potsdam, M.M. from University of Mass
   Certification: Initial in Music

F. Master Schedule Special Area Coordinator– 2014-2015 School Year

Approve per Policy 9290:

Jill Penn

G. Master Schedule Assistant Coordinator– 2014-2015 School Year

Approve per Policy 9290:

Joseph Guardino

H. PEP Grant Program Manager/PE Teacher on Special Assignment for the 2014-2015 School Year

Rescind the following previously approved position per Policy 9290 effective August 18, 2014:

Matthew Stein

Approve per Policy 9290 effective August 18, 2014:

Karen Bonitatibus

I. Excessed Certified Personnel

Rescind the following excessed teaching staff effective August 31, 2014:

1. The following Teaching Assistant will be re-instated to a Teaching Assistant position.

   Courtney Daddario