

**SOUTH COLONIE CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION**



**MINUTES**

**October 6, 2015**

**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. Kiehle at 7:00 pm.

**1. ROLL CALL****Members Present:**

Christine Badger Mele	Shelle Jaquish	James T. Ryan
Brian Casey	Neil Johanning	Edward Sim
Rose Gigliello	David Kiehle	

**Members Excused:**

Leonard Motto

**Also Present:**

Jonathan Buhner, Superintendent of Schools  
 Tim Backus, Assistant Superintendent for Instruction  
 David Perry, Director of Human Resources, Safe Schools & IT  
 Jamie Mroczko, District Clerk

**2. PLEDGE TO THE FLAG**

Mr. Kiehle led the pledge to the flag.

**3. APPROVAL OF MINUTES**

A motion was made by Mr. Ryan and seconded by Ms. Gigliello, that the minutes of the Regular Meeting of September 22, 2015 be approved.

8 Yes      0 No      0 Abstain

**Vote Carried: 8 – 0 – 0**

**4. REPORTS FOR INFORMATION AND STUDY****A. External Auditor Report**

Paul Cuda from Cusack & Company presented a report on the 2014-2015 external audit results. Mr. Cuda reported that an audit of the District's projects and programs was completed and no findings or deficiencies were found and there were no material weaknesses. Additionally, there were no actions that required follow-up. The Company will file a clean report with the New York State Education Department.

The Board would like to commend Ms. Fisher, Ms. Martinez and all Business Office staff for their good work on the financial aspects of the District.

**B. Instructional Technology Updates**

David Perry, Director of Human Resources, Safe Schools & IT, provided an update on the District's instructional technology, including the ASPEN student information system, summer IT upgrades, and the technology integration plan which is part of the Smart Schools Bond Act.

**C. Board Committee Reports**

- Mr. Casey, Chairperson, provided a report on the Transportation Committee meeting that was held September 22, 2015.

**5. COMMUNICATIONS****A. Correspondence/Board Activities****Mr. Kiehle**

- Reported that donations have been coming in to assist with the Forest Park family who recently lost their home in a fire. A fundraiser will be held on Friday, October 9 from 12:00 pm to 8:00 pm at the Cook Park Pavilion. A GoFundMe account has also been set up to accept donations to assist the family.
- Recognized CCHS student Victoria Ramirez who attended the National Youth Leadership Forum in Medicine over the summer.
- CCHS Associate Principal Tom Kachadurian was honored at an assembly by Albany County Executive Dan McCoy and was named Albany County Citizen of the Month for September for his work with iCARE.
- Several Board members attended a CAPSBA event on September 29 at the Shaker High School. Area legislators attended the event providing school district representatives the opportunity to discuss issues that are of importance such as the GEA, tax cap, equity funding, Common Core, APPR, etc.

**Mr. Ryan**

- Reminded Board members that facilities walk-throughs are scheduled to begin on October 22 if anyone is interested in attending.

**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-half (0.5) in-service credit for participation in and completion of the 7.5 contact hours course, “Saddlewood Grades PK-1 Elementary Book Club” (#15-16-46), sponsored by the South Colonie Central School District. The course will be held one time per month, with the first session being held on October 1, 2015 from 3:30 pm to 4:30 pm at the Saddlewood Elementary School Library. The course is restricted to Saddlewood Elementary Teachers only. Participants must attend all sessions to receive course credit. Jennifer Wells (Saddlewood Elementary 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, “Saddlewood Grades 2-4 Elementary Book Club” (#15-16-47), sponsored by the South Colonie Central School District. The course will be held one time per month, with the first session being held on October 2, 2015 from 3:30 pm to 4:30 pm at the Saddlewood Elementary School Library. The course is restricted to Saddlewood Elementary Teachers only. Participants must attend all sessions to receive course credit. Jennifer Wells (Saddlewood 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, “Exploring Your Growth Mindset: Taking Charge of Success” (#15-16-48), sponsored by the Greater Capital Region Teacher Center (GCRTC). The course will be held on October 14, 2015, October 28, 2015, and November 4, 2015 from 4:15 pm to 6:45 pm at the Shaker Road Elementary School Library. Participants must sign up on My Learning Plan. Donna Davidson (Sand Creek Middle School) is the contact person.
4. One (1.0) in-service credit for participation in and completion of the 15.0 contact hours course, “The Mindful Classroom” (#15-16-49), sponsored by the Greater Capital Region Teacher Center (GCRTC). The course will be held November 7, 2015 and November 14, 2015 from 8:30 am to 3:00 pm and November 18, 2015 from 4:00 pm to 7:00 pm at the Sand Creek Middle School Library, Classroom 137. Participants must sign up on My Learning Plan. Barbara Amirault (Colonie Central High School) is the contact person.

**C. Seminar on Education**

1. Three (3.0) contact hours of credit for participation in “Mentor/Mentee Workshop” (SD2015-16-#25), sponsored by the South Colonie Central School District. The workshop may be attended on September 30, 2015; October 28, 2015; December 2, 2015; January 13, 2016; and March 9, 2016 from 3:30 pm to 4:30 pm at the Colonie Central High School, Room 135. Participants must be part of the current 2015-2016 Mentor/Mentee Program and must attend at least three (3) sessions to receive course credit. Thomasa Nielsen (Colonie Central High School) is the contact person.

2. Three (3.0) contact hours of credit for participation in “Project WET” (SD2015-16–#26), sponsored by the Department of Environmental Conservation (DEC). The workshop may be attended on November 10, 2015 from 4:00 pm to 7:00 pm at the Sand Creek Middle School, Room 114. Stacey Sebert (Sand Creek Middle School) is the contact person.
3. Six (6.0) contact hours of credit for participation in “Using Apps to Create Art in the Classroom” (SD2015-16–#27), sponsored by the Greater Capital Region Teacher Center (GCRTC). The workshop may be attended on September 26, 2015 and October 3, 2015 from 9:00 am to 12:00 pm at the Sand Creek Middle School Library Classroom. Participants must register on My Learning Plan. Barbara Amirault (Colonie Central High School) is the contact person.
4. Six (6.0) contact hours of credit for participation in “Wearable Works of Art: Felted Wool Jewelry and Flowers” (SD2015-16–#28), sponsored by the Arts Center of the Capital Region. The workshop may be attended on October 18, 2015 from 10:00 am to 4:00 pm at the Arts Center of the Capital Region, 265 River Street, Troy, NY. Participants must register at the Arts Center. Thomasa Nielsen (Colonie Central High School) is the contact person.
5. Three (3.0) contact hours of credit for participation in “The 6<sup>th</sup> Annual Educator Extravaganza Workshops 2015” (SD2015-16–#29), sponsored by Proctors Theatre. The workshop may be attended on October 13, 2015 from 4:30 pm to 7:30 pm at Proctors Theatre, 432 State Street, Schenectady, NY. Participants must register at Proctors. Starr Norman (Sand Creek Middle School) is the contact person.

#### **D. Use of School Bus**

Approval of the use of one (1) school bus on Saturday, October 24, 2015, by The International Center of the Capital Region, Inc., 66 First Street, Room 306, Troy, NY 12180. The bus is to be used to tour the international grocery stores within the Capital District. The bus should arrive at Sam’s Club, 579 Troy-Schenectady Road, Latham, NY 12110 no later than 10:00 am for pick-up and return time will be at 4:00 pm. Driver’s wages and mileage fees will be paid in accordance with the District fee and rate schedule.

#### **E. Transportation Contract**

1. Approval of a transportation contract with Star & Strand Services, 360 5<sup>th</sup> Avenue, Troy, New York, for Route 2015-7 to Colonie Central High School, 1 Raider Blvd., Albany, New York. Transportation is to begin October 7, 2015 and end June 23, 2016 at a daily rate of \$123.75. The anticipated cost is \$20,047.50.
2. Approval of a transportation contract with Star & Strand Services, 360 5<sup>th</sup> Avenue, Troy, New York, for Route 2015-8 to Sand Creek Middle School, 329 Sand Creek Road, Albany, New York. Transportation is to begin October 7, 2015 and end June 23, 2016 at a daily rate of \$173.75. The anticipated cost is \$28,147.50.

**F. Bid Award – LCD Projector**

Pursuant to a bid opening held on October 2, 2015, award to low bidders meeting specifications as follows:

1. Recommended award of Epson 3LCD Projector

To:	Audio-Video Corporation	\$ 461.00 per unit
	Albany, New York	\$456.00 per 10 or more units

2. Recommended award of Epson Replacement Lamp

To:	B&H Photo and Electronics Corp.	\$ 62.00 per 1 or more units
	DBA, B&H Photo Video	
	New York, New York	

**G. Donations**

1. Donation from John Ryan, 9 Wendell Drive, Albany, NY 12205, of one (1) Holton Trombone, valued at \$1,000.00.
2. Donation from Lisa McGee, 7 Venus Dive, Loudonville, NY 12211, of one (1) King Trombone, valued at \$600.00.
3. Donation from Lisa McGee, 7 Venus Dive, Loudonville, NY 12211, of one (1) Gemeinhardt Flute, valued at \$125.00.

**H. Tax Refunds**

1. Approval of a 2015-2016 tax refund payable to Richard Keeler in the amount of \$292.40. The property is located at 575 St. Davids Lane, Niskayuna, NY 12309 (Tax Map #60.16-1-3).
2. Approval of a 2015-2016 tax refund payable to Douglas and Elaine Williams in the amount of \$172.00. The property is located at 137 Fieldstone Drive, Niskayuna, NY 12309 (Tax Map #60.16-1-70).
3. Approval of a 2015-2016 tax refund payable to Paul Thomas in the amount of \$137.60. The property is located at 130 Fieldstone Drive, Niskayuna, NY 12309 (Tax Map #60.20-3-11).
4. Approval of a 2015-2016 tax refund payable to Paul McFarland in the amount of \$172.00. The property is located at 136 Fieldstone Drive Niskayuna, NY 12309 (Tax Map #60.20-3-8).

5. An application RP-554 for Corrected Taxes for the 2015 tax roll on property owned by Laura Leitch located at 24 Parkwood Drive, Albany, NY 12205 (Tax Map #41.8-7-31). The property owner was denied senior citizens exemption because of her great granddaughter residing in the residence. NYS Office of Real Property has requested a correction of tax levied by South Colonie because of a resolution passed by South Colonie on June 4, 2013, allowing Senior Exemption on school tax bill.
6. An application RP-554 for Corrected Taxes for the 2015 tax roll on property owned by John J. and Beverly J. Beaudoin located at 373 Consaul Road, Schenectady, NY 12304 (Tax Map #17.1-1-33). The Enhanced STAR exemption was erroneously not granted to this qualified applicant.
7. An application RP-554 for Corrected Taxes for the 2015 tax roll on property owned by Josephine Roemer located at 19 Peter Drive, Albany, NY 12205 (Tax Map #30.17-2-9). An error was made when calculating the Low Income Senior Exemption. Documentation was provided to support the revised tax bill.

**I. Declare as Surplus**

1. One (1) Canon MP90 Microprinter & Canon Auto Carrier 110C, Serial #AR303077, located at the Counseling Center at Colonie Central High School. Item is in non-working order.
2. One (1) Brother Super 63 Fax Machine, Model # 2920, Serial #U61326H9N988308, located Veeder Elementary School. Item is in non-working order.

**J. Claims Auditor Quarterly Report** – July, 2015 to September, 2015

A motion was made by Ms. Gigliello 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 Mr. Ryan and seconded by Mr. Casey, that the Instructional Personnel changes listed on the attached sheets (Pages 10-11) dated October 6, 2015 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 Ms. Jaquish, that the Support Personnel changes listed on the attached sheets (Page 12) dated October 6, 2015 be approved.

8 Yes      0 No      0 Abstain

**Vote Carried: 8 – 0 – 0**

**9. 2014-2015 EXTERNAL AUDIT REPORT**

A motion was made by Ms. Gigliello and seconded by Mr. Ryan, that the 2014-2015 External Audit Report, as presented by Cusack & Company, be approved.

8 Yes      0 No      0 Abstain

**Vote Carried: 8 – 0 – 0**

**10. RESOLUTIONS**

National Health Education Week – October 19-23, 2015  
 National School Bus Safety Week – October 19-23, 2015  
 America's Safe Schools Week – October 19-23, 2015

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

8 Yes      0 No      0 Abstain

**Vote Carried: 8 – 0 – 0**

**11. FUTURE MEETINGS**

- **October 7**                      Facilities Committee – 7:30 am – Farmer Boy
- **October 8**                      Policy Committee – 5:30 pm – Colonie Central High School Library
- **October 12**                     **District Closed – Columbus Day Observance**
- **October 13**                     IT Committee – 6:00 pm – District Office
- **October 21**                     Board of Education Meeting – 7:00 pm – District Office
- **October 26**                     Policy Committee – 6:00 pm – District Office
- **October 27**                     Accountability Committee – 6:00 pm – District Office

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

8 Yes      0 No      0 Abstain

**Vote Carried: 8 – 0 – 0**

The Board entered into Executive Session at 7:49 pm.

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

8 Yes      0 No      0 Abstain

**Vote Carried: 8 – 0 – 0**

The Board adjourned Executive Session at 8:29 pm.



**12. ADJOURN MEETING**

A motion was made by Mr. Sim and seconded by Mr. Casey, 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 8:30 pm.

Respectfully Submitted,



Jamie S. Mroczko  
District Clerk

## 7. PERSONNEL – INSTRUCTION

### A. Increase of Appointment

1. Name: Gretchen Davis  
Teaching Area: Science  
Location: Lisha Kill Middle School  
Increase: .10  
Effective Date: September 1, 2015 to June 30, 2016

### B. Substitute Teachers

**Approve** Substitute Teachers on the attached list for regular appointments.

### C. Lunch Supervision for the 2015-2016 School Year

**Rescind** the following previously approved position:

#### **Sand Creek Middle School**

Charles Nagel 1.0

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

#### **Sand Creek Middle School**

Jessica Keller 1.0

### D. Co-Curricular – 2015-2016 School Year

**Rescind** the following previously approved position:

#### **Sand Creek Middle School**

##### **Intramurals:**

Season I – Boys Basketball (5-6) Greg Lanni 1.0

**Revise** the following previously approved position:

#### **Sand Creek Middle School**

School Yearbook Greg Lanni 1.0 to .50

**Appoint** the following previously approved positions at the approved rate of compensation:

**Sand Creek Middle School**

**Intramurals:**

Season I – Boys Basketball (5-6)	Tanya DeLaMater	1.0
Season II – Coed Wrestling (5-8)	Jeremy Eggleston	1.0
Season II – Wellness/Weight Training (7-8)	Sean Merchant	1.0
School Yearbook	Lauri Powalyk	.50

**E. Interscholastics for Fall – 2015-2016 School Year**

**Appoint** the following previously approved positions at the approved rate of compensation:

**Colonie Central High School**

Assistant Coach Junior Varsity Football	Derek Adams	.90
---	-------------	-----

**F. Personal Care Assistant – 2015-2016 School Year**

**Appoint** the following personal care assistant (IEP driven) per Board of Education Policy 9290:

**Colonie Central High School**

Ron Lockett	1.0
-------------	-----

**8. PERSONNEL – SUPPORT****A. Creation of Position***Effective October 7, 2015 to June 30, 2016:*

- (1) .81 Temporary School Monitor

**B. Appointments**

1. Name: Elizabeth Stone  
Address: 18 Grandy Street, Albany, NY 12205  
Position: Temporary School Monitor  
Effective: October 7, 2015 to June 30, 2016  
Salary: \$11.39 per hour per Teamsters Contract  
Hours: 2.5 hours per day  
Current Location: Veeder Elementary School  
Probationary Period: October 7, 2015 to April 6, 2016
  
2. Name: Michael Loucks  
Address: 51 Osborne Road, Albany, NY 12205  
Position: Temporary School Monitor  
Effective: October 7, 2015 to June 30, 2016  
Salary: \$11.39 per hour per Teamsters Contract  
Hours: 2.5 hours per day  
Current Location: Veeder Elementary School  
Probationary Period: October 7, 2015 to April 6, 2016
  
3. Name: Thomas Williams  
Address: 4311 Consaul Road, Schenectady, NY 12304  
Position: Custodial Worker Substitute  
Effective: October 7, 2015  
Salary: \$11.25 per hour

**C. Change of Hours***Effective September 22, 2015 to June 30, 2016:*

Terri Urbano	School Monitor	6.5 hours per day to 6.75 hours per day	RV
--------------	----------------	--	----

*Effective October 5, 2015:*

Angel Barger	Food Service Helper	4.25 hours per day to 4.5 hours per day	HS-WW
--------------	---------------------	--	-------