

ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION
BOICEVILLE, NEW YORK 12412

WORKSHOP MEETING

6:00 p.m.

TUESDAY, MARCH 20, 2018

BENNETT SCHOOL

MINUTES

1. Opening Items

1.01 Call to Order 6:00 pm

1.02 Tobacco Policy Statement

1.03 Pledge of Allegiance

1.04 Roll Call

Present: Trustee Salem, Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Warren

Not Present: Trustee Shands

2. Executive Session

2.01 Enter executive session (proposed 6:05 duration 1 hour)

Recommended Action: Motion to enter into executive session to discuss the contract of the Superintendent, the sale of real property and pending litigation

Motioned: Trustee Storey

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Warren

Not Present: Trustee Shands

2.02 Exit Executive Session

Recommended Action: Motion to Exit Executive Session and return to Public Session

Motioned: Trustee Osmond

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Warren

Not Present: Trustee Shands

3. Acceptance of Minutes

3.01 Acceptance of Minutes

Recommended Action: The Board of Education hereby accepts the minutes of the 3/6/18 Board of Education Meeting

Motioned: Trustee Storey

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Warren

Not Present: Trustee Shands

7. Student Representative Report

7.01 Student Representative, Ben Rauschendorfer will report to the Board

- Thanked law enforcement for safety on the March 14th Walk-Out - handled well

- April 23rd is Meet, Greet and Eat at the HS
- Student Government is trying to get voter registration for senior class

5. Superintendent Report

5.01 The Superintendent will announce District news (proposed 7:10)

Changing the Superintendent News from a list of events to news from the Superintendent:

- Radon remediation project has approval from State Education Dept. (SED) and it is currently out to bid
 - Bids will be opened on April 17th , may be able to start this summer
- The Bennett gym partition has not yet been reviewed by SED, but thanks to the efforts of Ms. LaClair, we have been given permission to go to bid because of the straight forward nature of the project
- The science lab has not yet been reviewed by SED, and this is not as straightforward as the Bennett partitions so they will not allow us to move forward prior to the review
 - Summer completion is unlikely at this point
- Meeting to review dress code with student government as per the dress code policy has been postponed twice due to weather
 - We will reschedule ASAP
- Building level teams are reviewing the Code of Conduct document as a whole, and then a District Wide Team will be assembled during the month of April
- Report by Director of Transportation and Asst. Supt for Business has been moved to the April 3rd Board meeting
 - Updating the information that had been provided in 2015 has proven to be more difficult than originally thought
- Safety Forum last week was attended by approximately 120 people
 - Thanks to everyone that participated on the panel as well as those that helped set up and organize it
 - Entire administrative team was involved
 - Working on creating a document to incorporate the questions that were answered at the forum and the additional questions that we did not cover or that have been submitted through the email
- Walk Out – Those that participated in the walk out did so respectfully and responsibly
 - Thank our Mr. Edelman, Ms. O'Connor, Mr. Buono, Mr. Mance and Deputy Sharon for ensuring the safety of our students
- I am proud to announce that Bill Wolfrom has been selected as the 2018 Ulster County School Bus Driver of the Year
 - He was nominated based on his experience, driving record (21 years and no accidents), community involvement (Trout in the Classroom work in Phoenicia with Mrs. Wolfrom) and recommendation letters from parents, students and District staff
- The forecast looks as if we may have some inclement weather tomorrow, but we are hoping to avoid using any additional snow days
 - At this point, we will be in session Monday, April 2nd

6. Board District News

6.01 The Board will announce District news

7:15

Trustee Osmond reported:

- Went with Trustee Storey and Trustee Ratcliff to the UCSBA on PILOTS
 - Informative
- Simi Stone now on national tour – started at Onteora with music teacher Winnie Paetow

Trustee Ratcliff reported that he attended Young Elementary Musician Symposium - very talented students

Trustee Salem reported:

- That students are using lunch time to write and practice songs
- Commended Student Representative Ben Rauschendorfer and students here at Bennett, for pursuing walk out

4. Welcome

4.01 Bennett Principal, Gabriel Buono will welcome the Board (proposed 7:05)

- Student Government disappointed that Dodgeball did not happen due to weather and will not be rescheduled, probably will not happen again – no more district interest
- School Safety Forum questions about locking doors and using devices that keep door locked but open that are against fire code
 - Met with students motivated to improve school violence and Student Government
 - Student Government formed a sub-committee to write to elected officials and SED about fire codes on the books
 - Without device on the door that keeps door locked but open takes longer to lock down
 - Invite all students from all grades to participate in letter writing

Discussion:

- Elections for student government at Bennett works best at the end of the year
 - So many want to run that each candidate has to give speech as to why they want to be elected
 - Very positive atmosphere – but very competitive
 - Encourage risk taking – trained with Growth Mindset – ok to fail
- Would like to see a letter writing campaign catch on to other Districts
 - Bennett will start small - will bring in draft letters after spring break
 - Students will write letters on their own, need to be respectful of the current laws – there is a reason they are there
 - Invite legislators to come and speak to students

8. Acknowledge Public Be Heard

8.01 The Board will acknowledge the public be heard comments from the last meeting Tania Barricklo, Durga Burnhard, Rita Vanacore, Olivia Ingalsbe, Trip Ingalsbe, Cecilia Maillet, James Shaughnessy

9. Public/Student Comment

9.01 The public and students may comment on any agenda or non agenda item. Please limit comments to 3 minutes (proposed 7:20 duration 10 min or more)

No comment was made

10. Presentations

10.01 Assistant Superintendent for Business, Monica LaClair and Superintendent Victoria McLaren will present the Superintendent's Recommended Budget for 2018-2019 (proposed 7:30 duration 30 min)

7:30

- Last presentation had a gap – added a little revenue and cut a little on expenditures to fill gap
 - Interfund transfer from debt service - \$149,000 in debt service thought it was for West Hurley – can use that as revenue to pay down debt
 - Once West Hurley is sold, is replenished with money from sale
- Revenue increase of \$1,233,802 or 2.98%
 - Health insurance down, additional savings
- Expenditure increase of \$1,281,423 or 2.36%
 - Staffing Reduction (Based on Student Need)
 - 2.0 FTE Elementary Education through Retirement
 - 1.0 FTE Teaching Assistant through Retirement
 - Reduction in Estimated Health Insurance Rates
 - Approximately 1% additional savings from last draft
 - Retains Reduction in Repair Expense
- Capital Projects: Press Box/Bleacher - \$720,000, Phoenicia Shed - \$10,000
- Budget Categories: Administrative 8.41%, Capital 8.81% Program 82.78%
- Smaller fund balance than other years – trying to bring down balance
- Proposition #1 \$55,577,578 Expenditure Budget
- Proposition #2 Proposition to purchase 2 buses
 - As per vehicle replacement schedule
 - At an amount not to exceed \$175,000
 - One (1) Large bus - \$116,688, One (1) small bus - \$56,263
- If have to go to Contingency budget need to reduce budget by \$1.2 million and other contingency rules would apply
- 2 Board seats up – petitions due April 16th

Discussion

- If Proposition 2 does not pass, cannot purchase buses
- More information on Proposition 2 will be in newsletter
- Debt service 3.47% - debt on Bennett and Energy Performance Contract
 - Bond on Bennett is approximately 4 more years
- Staffing that is not being filled, do not anticipate needing to hire in coming years
- Hope to hear about State budget before April 3rd meeting

12. Discussion & Possible Action

12.01 Approve Proposition for Ballot (proposed 8:05)

7:45

Recommended Action:

BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District submit the following proposition to be included on the ballot for the purchasing of buses at the Annual Meeting and Election, to be held on May 15, 2018

Shall the Board of Education of Onteora Central School District be authorized to purchase the following vehicles for a total estimated maximum cost not to exceed \$175,000: one (1) sixty-five passenger school bus (\$116,688) and one (1) 28 passenger school bus (\$56,263), including any preliminary and incidental costs related thereto, which total estimated maximum sum of \$175,000, or so much thereof as may be necessary, shall be raised by the levy of a tax upon the taxable property of the District and collected in annual installments as provided by law and for which obligations of the District may be issued?

Motioned: Trustee Storey

Seconded: Trustee Osmond

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Warren

Not Present: Trustee Shands

12.02 Donations

Recommended Action: The Superintendent recommends acceptance of donations totaling \$6,300.00 CASH, from various donors as scholarship awards for the Class of 2018.

The Superintendent recommends approval of the donations listed below:

Donation Amount and Donee's Name

\$500.00 Paul and Karen Werezsynski

\$500.00 Theodore and Lynn Byron

\$200.00 Community Bank

\$100.00 Deborah Cease

\$250.00 Robin and Audrey Hunter

\$100.00 Historical Society of Woodstock

\$500.00 Rose & Kiernan

\$250.00 Robert and Jacquelyn Earley

\$250.00 Olive Historical Society

\$150.00 Lake Hill Sportsmans Club

\$3,000.00 Quaranda Family

\$300.00 Patricia Tosi

\$200.00 Justin Dernison

Motioned: Trustee Storey

Seconded: Trustee Kurnit

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Warren

Not Present: Trustee Shands

12.03 Create Positions

Recommended Action: The Onteora Board of Education hereby creates the following positions: 4 - 1.0 FTE Senior Typist

Motioned: Trustee Osmond

Seconded: Trustee Ratcliff

- Creating 4 positions, when will we be abolishing the typist position?
 - Plan is to create positions see if existing staff take and pass the exam, for senior typist then try to fill 4 positions before abolishing
 - Goal is to put best possible staff members in these positions and rearrange the staff left to best suit needs
 - Goal also is not to harm people
 - Get people into positions before abolishing positions
 - May not have 4 people that pass or even take the test – need to put people where they are best - with District best interest in mind
- Outcome if 4 secretaries from within do not take/pass exam
 - Civil Service says that just because create positions do not have to fill
 - Will then have conversations with staff in district
 - Anyone that does not take/pass exam– can't be a senior typists but can remain in position as typists
 - No disincentive to take exam – is promotional exam – only people eligible to take exam are people currently in typist positions in district

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Warren

Not Present: Trustee Shands

12.04 Consensus on Board Norms (proposed 8:15 duration 10 min)

Consensus given from the Board of Education:

Before Board Meetings, Members Will:

1. Submit items to be placed on the agenda in ample time so the Superintendent may assemble information bearing on the item before the meeting.
2. Ensure there is adequate time for Board members to prepare and review all relevant materials, information, data, etc. related to the agenda items. Whenever possible, contact the Superintendent with agenda questions well in advance of the meeting, allowing time for Superintendent and staff to gather pertinent information. Additional questions may still be presented during the Board meeting as necessary.
3. Request information from or through the Superintendent, and only from staff members with the prior knowledge of the Superintendent.
4. Refer all persons with positive or negative comments regarding school district operations to the proper staff person or administrator directly responsible for the operational activity. Focus on the Board's role and not become involved in the day-to-day operations of the school system. We will not engage in the resolution of problems; rather we will refer these concerns to the Superintendent.
5. Limit the amount of time Board members spend in schools and Central Administration to only scheduled Board meetings, committee meetings, agenda setting and other Board approved meetings or tours, of which the entire Board is aware.

During Board Meetings, Members Will:

1. Ensure they are fully prepared, on time and ready to participate.
2. Endeavor to start and end meetings on time.
3. Avoid hidden agendas and springing any surprises on other members.
4. Once recognized by the Board President, ensure that each board member is allowed to speak without interruption.
5. Focus on an agenda item until it is resolved or until a specified time has been reached to resume the resolution process.
6. Say it once, say it well.
7. Model the behaviors the Board expects of students, staff, and community members.
8. Before committing to a position on an agenda item or issue make sure all relevant information has been presented, including the Superintendent's recommendation.

After Board Meetings, Members Will:

1. Support the decisions of the Board, and will not work to undermine Board decisions or encourage others to do so.
2. Abide by the confidentiality laws of executive session and ensure all documents, records, reports, etc. are treated in accordance with applicable laws, regulations, policies, etc.

3. Take the initiative to find out what they missed if they were absent or tardy.

11. ****Break****

11.01 The Board of Education took a break at 7:50

12.05 Discuss the Process to Review of the Code of Conduct (proposed 8:25 duration 10 min)

8:00

- Building Level Team in 1 building has reviewed code and had no changes – when others have reviewed, it then will bring district team
 - Will meet with Student Government on dress code
 - Look at all sections of code and see if it has been implemented fairly and appropriately as well as how well it has been implemented bring any changes to the Board
- Attachment G - #3 students who are substantially and repeatedly disruptive - look at this language to make sure staff feels supportive in these situations- touches on some areas Board has been hearing about
- Board had given Superintendent charge to form committee – decided at a retreat to be inclusive and have stakeholders involved
 - Board hears things 2nd and 3rd hand – as parents, we are outsiders – we need people in the district to review and say what works and what doesn't
- Later May/June – will come back to Board with recommendations
 - Board will reject or amend
- Enough time for Board to receive recommendation, discuss and deliberate on them
- Is it the Board's job to go through Code of Conduct and recommend changes?

12.06 Approve the 2018-2019 School Resource Officer Contract

Recommended Action: BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Ontario Central School District approve the contract between Ontario Central School District and the County of Ulster, effective September 1, 2018 through June 30, 2019, for School Resource Services in the amount of \$97,572.03 and authorizes the Superintendent to sign such an agreement.

Motioned: Trustee Storey

Seconded: Trustee Ratcliff

- Will look into additional days at a per diem rate
- Possible State funds for SRO
- Sheriff Dept state wide is looking for SRO in every building as law
 - Police officers are not security guards – their skills are beyond
 - Deputy Sharon is suited for the role – not every officer is right to be in a school district
- Ontario is unique because there are more towns in our District so the local police do not have jurisdiction throughout the District
- Perhaps formalize an agreement with other law enforcement that have jurisdiction to have a formal role and a paid position
 - 2 most vulnerable times – arrival and dismissal – have additional

officers at those times

- Officers are at Woodstock at these times

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Warren

Not Present: Trustee Shands

13. Consent Agenda

13.01 Approve Consent Agenda (proposed 8:40)

Recommended Action: The Board of Education hereby approves consent agenda item numbers 13.02-13.05

Motioned: Trustee Ratcliff

Seconded: Trustee Storey

- BOCES Cooperative bidding is 1 option, do not necessarily accept bids for these items, but can't participate unless join cooperative bid

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Warren

Not Present: Trustee Shands

13.02 Approve Schedule U - The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations

Recommended Action: The Board hereby approves the Instruction - Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations, Schedule U, #3/18, Confidential, as reviewed by Trustee Storey

13.03 Approve Personnel Agenda

APPOINTMENT: INSTRUCTIONAL

FULL-TIME PROBATIONARY APPOINTMENT

Be it hereby resolved that the Board appoints:

*Renahan, Robin, certified in Library Media, to a 4 year probationary period in the tenure area of Library Media Specialist at a salary of 1MA (Space, Sara) commencing on 9/1/17 and ending on 8/31/21.

*Adjustment of probationary dates

Be it further resolved that, to the extent applicable under Education Law Section 3012-d and the accompanying Commissioner's Regulations, in order to be considered for tenure, the above teachers must have received and APPR rating of effective or highly effective in three of the four probationary years and must not receive an ineffective in the fourth year.

SUBSTITUTE

NAME

POSITION

Heusel, Karen

Certified TA/Non-instructional

Rosborough, Megan

Certified TA/Non-instructional

Schneller, Maximilian

Uncertified Instructional/Non-instructional

TEMPORARY APPOINTMENT:

NAME	POSITION/SCHOOL	EFFECTIVE DATE FROM - TO	Step	REMARKS
Woller, Fred	Teaching Assistant/Phoenicia	3/14/18 – 6/22/18	1	Vacancy

EXTRA DUTY STIPENDS

NAME	POSITION	AMOUNT
Keenan, Bryan	AIS/Chemistry (After School) 1	\$1,978.00

Allison, Bridget Diversity Club Advisor 1 (*End Appointment 3/9/18) Rescind

PERMANENT STATUS

The following NON-INSTRUCTIONAL personnel have served a probationary period and are recommended to PERMANENT STATUS consistent with the applicable laws and regulations of the State of New York:

NAME	POSITION	PROBATIONARY DATE	PERMANENT DATE
Oakes, Russell	Automotive Mechanic Helper	10/11/2017	4/8/2018

LEAVE OF ABSENCES: NON-INSTRUCTIONAL

EMPLOYEE NUMBER	EFFECTIVE DATE FROM - TO	REASON
1051	2/23/18 – 4/3/18	Paid Medical FMLA
1585	3/12/18(1/2 Day) – 3/14/18(½ Day)	Paid Medical Extension FMLA
1585	3/14/18 (½ day) – 6/12/18	Unpaid Medical Extension FMLA

13.04 Warrants

Recommended Action: The Board of Education has reviewed and hereby accepts Warrant Schedule 8

13.05 BOCES Cooperative Bidding

Recommended Action: WHEREAS it is the desire of the participating school districts of the Board of Cooperative Educational Services, Ulster County, adopting this resolution to jointly request bids for certain commodities to be determined by the Superintendent of this school district from time to time for the 2018-19 school year, NOW, therefore, be it

RESOLVED that the Onteora Central School District hereby agrees to participate with other school districts of the Board of Cooperative Educational Services, Ulster County, New York, in the joint bidding of commodities to be requested by the school district Purchasing Agent and approved by the Superintendent; and be it further RESOLVED that the specifications as prepared by the Steering Committee of participating school districts and presented to this Board of Education will be used and that this Board, if it desires to purchase these commodities agrees to purchase said commodities at the lowest bid price recommended by the Steering Committee of the joint school districts; provided, however, that each participating Board of Education in exercising its legal responsibilities, has the right to reject and/or modify the recommendation of the Steering Committee in the awarding of the bid; and be it further

RESOLVED that the invitation to bid will be advertised by BOCES in the Kingston Daily Freeman, the Middletown Record and the Poughkeepsie Journal in accordance with the provisions of Section 103 of the General Municipal Law.

14. Committee Reports

14.01 Audit Committee - Trustee Salem to report. Next meeting is at Central Administration on 5/14/18 (proposed 8:45)

- Met yesterday with a representative from Questar III (Internal Auditor) who will do an internal review of technology– reviewing the security of data, how passwords and other information dealt with when employee leaves
 - Not a full-fledged audit – not legally required due to enrollment but Board wanted it reviewed

- Cost involved – CoSer through Questar III – cross contract
- Week of April 20th - report to Audit Committee and they will bring to Board

14.02 Health & Wellness Committee - Trustee Shands to report. Next meeting 3/22/18

- Trustee Shands was not present to give report

14.03 Facilities Committee - Trustee Storey to report. Next meeting is in the Central Conference Room at 3:30 on 4/16/18

- Discussed science lab and Bennett partition
- Playground shade structure arrived– so contractor can come to install
- Discussed using field for practice as well as games and make it more of a full functioning area for other sports – done next summer
 - Need to look at drainage
 - Bleachers, press box will be done – maybe lights so can be used at night
 - Press box is built into bleacher structure
 - Turf is very expensive and not aid-able

15. Old Business

15.01 The Board will discuss Old Business (proposed 8:50)

- Request that the Board have discussion now that all Homework surveys are in, still need to get comments
 - Get conclusions drawn from surveys from administrators
 - Hopefully did this for a purpose
 - Executive analysis as to what each administrator found from the survey
 - What are Board goals with homework surveys?
- Board to consider passing a resolution on PILOTS
 - PILOTS are detrimental to funding of school district
 - Not here to promote development
 - Investigate what happened with Full Moon PILOT that was not properly enacted
 - PILOTS are open to FOIL laws
 - District can give a letter to people in charge of PILOT – please notify District when another PILOT is requested from the District
 - Should be advocating with UC Legislature who appoint members to IDEA Board – would be beneficial to have people involved in school districts

16. New Business

16.01 The Board will discuss New Business

- Consider best practices and lessons learned for protests that took place around district during the March 14th walk out
 - Hear what went well and what did not go well
- Policy Committee is looking at a policy about student government
- Hired a permanent person for Assistant Superintendent for Curriculum & Instruction, possible for Marystephanie Corsones to give presentation on what has been accomplished in her time here

17. Request For Information

17.01 Discuss Requests for Information

- Trustee Storey asked – with a nurse practitioner, how will the health offices be reconfigured?
 - Still under consideration how to best configure the office to keep area for privacy
- Trustee Kurnit asked
 - What is technology plan? Get an update on the Smart School Bond act
 - Actual Special Education Report be sent to Board
 - Administrators will be reviewing report tomorrow, then send to Board

18. Adjournment

18.01 Adjourn Meeting. Next meeting is Tuesday, April 3, 2018 in the Phoenicia School (proposed 9:00)

Recommended Action: Motion adjourn the meeting at 8:45

Motioned: Trustee Ratcliff


Seconded: Trustee Osmond

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Warren

Not Present: Trustee Shands

Minutes Recorded by Fern Amster,
District Clerk



Board of Education: Kevin Salem, Laurie Osmond, Valerie Storey, Lindsay Shands, Bennet Ratcliff, Rob Kurnit, Robert Burke Warren