

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

REGULAR MEETING

6:00 p.m.

MINUTES

**TUESDAY, NOVEMBER 8, 2016**

Middle School/High School

## 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 Storey, Trustee Ratcliff, Trustee Shands, Trustee Allison

Not Present: Trustee Schnell

## 2. Executive Session

- 2.01 Enter executive session (proposed 6:00 duration 30 min)

*Recommended Action:* Motion to enter into executive session to discuss the sale of real property 6:50

Motioned: Trustee Shands

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Ratcliff, Trustee Shands, Trustee Allison

Not Present: Trustee Schnell

### 2.02 Exit Executive Session and Return to Public Session (proposed 6:30 pm)

*Recommended Action:* Motion to exit executive session and return to public session

Motioned: Trustee Ratcliff

Seconded: Trustee Osmond

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Ratcliff, Trustee Shands, Trustee Allison

Not Present: Trustee Schnell

## 3. Acceptance of Minutes

- 3.01 Acceptance of Minutes

*Recommended Action:* The Board of Education hereby accepts the minutes of the 10/18/16 BOE Meeting

Motioned: Trustee Osmond

Seconded: Trustee Shands

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Ratcliff, Trustee Shands, Trustee Allison

Not Present: Trustee Schnell

## 4. Welcome

- 4.01 MS Principal, Jen O'Connor will welcome the Board (proposed 6:30 duration 10 min)

- 10/28/16 was annual MS Halloween Dance

- 137 students attended, 60% of school
- Last Thursday evening and Friday was Parent/Teacher conferences
- Results of first Onteora Presidential Election held today
  - Registered last week during lunch periods and social studies classes
    - Good learning experience for students
    - BOCES students voted through absentee ballots
    - Only registered people could vote today
  - Students signed in and then casted votes
    - Total 335 students voted
  - Brian Connelly spearheaded election
  - Hillary Clinton won 2 to 1
- MS Science Fair 11/22/16 1:30 – 2:30

## 5. Board District News

5.01 The Board will announce District news (proposed 6:35)

6:55

Trustee Ratcliff reported:

- Read letter sent to 5<sup>th</sup> grade parents about civic engagement lesson about the 2<sup>nd</sup> amendment – safe forum to discuss
  - They will read documents to prepare for a Socratic seminar next week
  - Be prepared to talk about both sides
  - Commend the teachers involved

Trustee Shands reported:

- Attended 2020 Meeting – looking at Farm to Table in every district
- Discussion of later start times – especially Rondout and New Paltz
  - They will make a final decision soon

Trustee Storey reported:

- Read a letter from the DJ that worked at the Homecoming dance, who was very impressed with the students' behavior
- Chaperones were also very impressed
- Thanked all staff and teachers for their dedication to our students
- Last weekend – attended the NYSSBA Convention with Trustee Schnell, Trustee Salem, Trustee Osmond, Trustee Ratcliff
  - 3 days – all went to different workshops – will be sharing in the future

Trustee Osmond reported:

- Meet the teachers night at HS – well attended, enthusiastic parents and student helpers, school felt alive and spirited

Trustee Salem reported:

- Attended HS parent teacher conferences night – every parent should take advantage of many things offered in District and should attend

## 6. Superintendent District News

6.01 The Superintendent announce District news (proposed 6:40)

7:00

- Ulster BOCES Community Relations work done on behalf of Onteora was recognized by the New York State Public Relations Association in their annual communications contest
- On 11/17/16 all 3 elementary schools will hold a Thanksgiving Luncheon for senior citizens in our community
  - The event includes a thanksgiving meal and soft entertainment provided by students

#### Woodstock

- Tomorrow the Kidstock Intro to Engineering group will be testing their egg drop designs
  - Most of the students created and implemented plans that protected their eggs from drops of 5 to 12 feet
  - Tomorrow they will be testing the designs by dropping the eggs from a height of thirty feet
- Last week all of the Woodstock K-3 teachers received additional Fountas and Pinnell Benchmark Assessment training from Woodstock Literacy Coach Veronica Cahill
  - The ½ day sessions went very well
- Last week the Woodstock Playground Committee reorganized and held its first meeting since the playground was built
  - It is made up of community members and teachers
  - The group is hoping to meet on a monthly basis and offer ideas and suggestions on how to improve the playground and surrounding space for our students

#### Phoenicia

- The labyrinth build went off without a hitch on Saturday
  - Enthusiastic teachers, administrators, students, and community members came together to build a beautiful and peaceful labyrinth for reflection for children
  - The opening celebration is scheduled for Spring 2017
- Education Week is celebrated during the week of 11/14/16
  - Phoenicia parents are invited to attend classroom instruction with their children during the course of the day
- With the completion of the MAP Assessments and Fountas and Pinnell Running records, teachers are engaged in grade level meetings to discuss and implement small group strategies for improvement in Reading and Math to align with our school goals
- Kool Skool, after school activities, begin today, and go through 12/13/16
  - Activities include: Karate Kid, Lego Builders, Kids in the Kitchen, Computer Crafting and Stone Gnome Homes

#### Bennett

- Thanks to Bennett Library Media Specialist Sara Space we have new after school extra learning opportunities
  - In the Coding Class, students started out by learning the basics in Code.org, and then continue on to Scratch where students will

- eventually be able to create the components of their own games and animations while sharing their accomplishments with each other
- In the Digital Storytelling class, students are currently drafting stories that they will be turning into videos and narrating in Adobe Spark
- The STEAM Challenges class is currently working on building bridges out of only toothpicks and Elmer's glue
  - After learning about what makes an effective bridge, students began drafting designs of a bridge that they believed could withstand the most weight while maintaining a minimal cost
- Enrollment for both Coding and the STEAM Challenge group maxed out at their limits
- Through these fun programs, these students are on their way to conquering the skills required to succeed in science, technology, engineering, arts and math

## HS

- On 10/25/16, high school students attended the "There and Back" presentation about substance abuse
  - Students also had the opportunity to speak to various agencies who attended the event
  - Feedback from students and staff was positive
  - Although the evening event for parents did not draw a large crowd, the agencies that attended were impressed by our effort and encouraged us to continue moving forward
- Yesterday the Varsity and Junior Varsity sports season began
- Tomorrow the high school will host two separate parent presentations:
  - "The College Admissions Process" with the Director of Admissions from SUNY Ulster, geared toward parents of 11th graders, is at 6 P.M. in the library
  - "The Financial Aid Process", with the Director of Financial Aid from SUNY Ulster, geared toward parents of 12th graders, is at 7 P.M. in the library
- This Friday is the end of the 1st quarter
  - Report cards will be mailed out early next week
- Each year Onteora DECA, our high school business club, organizes a winter coat drive
  - DECA collects and distributes winter coats to students in our district
  - If a child is in need of a winter coat, parents will be able to pick up a coat from the MS/HS cafeteria on 11/21/16 from 6:00-8:00PM

An organization called Healthy Kids 21<sup>st</sup> Century Literacy Grant Program

- 8 schools in Hudson Valley are being considered – Phoenicia is 1 of them

Linda Sella reported that the grant process will take a full year- not easy

- Healthy Kids has been awarded the 21<sup>st</sup> Century Grants before
  - Given to Middle Schools and Elementary Schools that are considered to be Focus Schools by State Ed
- The building Literacy Goal is to increase reading by 2 levels

- Had tried to get after school tutorial program to help support children
  - Transportation and cost of program made it impossible
- If awarded grant, will focus on 2<sup>nd</sup> and 3<sup>rd</sup> grade students in fall then K and 1<sup>st</sup> in the spring
  - Literacy program will use Fontas & Pinell
- Will link to food program for children in need- would be able to feed children
- Will serve approximately 40 children in need of support

## 7. Student Representative Report

7.01 Student Representative Alternative, Sophie Heckelman will report to the Board (proposed 6:45)

7:15

- Student Government mascot competition launched a week ago
  - Received 4 submissions – student government will vote on 3 of them to present to student body
  - By next meeting will bring images to Board

## 8. Acknowledge Public Be Heard

8.01 The Board will acknowledge the public be heard comments from the last meeting  
Doug Eighmey

## 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 6:50 duration 10 min or more)  
No public comment was made

## 10. Policies (proposed 7:00 duration 10 min)

10.01 Second Reading and Adoption of Policy 7110 Comprehensive Student Attendance Policy

*Recommended Action:* The Board of Education hereby adopts Policy 7110 as written

Motioned: Trustee Storey

Seconded: Trustee Shands

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Ratcliff, Trustee Shands, Trustee Allison

Not Present: Trustee Schnell ~~2015-2016~~ 7110 Students **SUBJECT: COMPREHENSIVE STUDENT ATTENDANCE POLICY**

### Statement of Overall Objectives

School attendance is both a right and a responsibility. The School District is an active partner with students and parents in the task of ensuring that all students meet or exceed the New York State Learning Standards, and state aid is affected by average daily attendance. Because the School District recognizes that consistent school attendance, academic success and school completion have a positive correlation, the School District will develop, review and, if necessary, revise a Comprehensive Student Attendance Policy to meet the following objectives:

- a) To increase school completion for all students;
- b) To raise student achievement and close gaps in student performance;
- c) To identify attendance patterns in order to design attendance improvement efforts;
- d) To know the whereabouts of every student for safety and other reasons;
- e) To verify that individual students are complying with education laws relating to compulsory attendance;
- f) To determine the District's average daily attendance for State aid purposes.

### Description of Strategies to Meet Objectives

The School District will:

- a) Create and maintain a positive school building culture by fostering a positive physical and psychological environment where the presence of strong adult role models encourages respectful and nurturing interactions between adults and students. This positive school culture is aimed at encouraging a high level of student bonding to the school, which in turn should lead to increased attendance.
  - b) Maintain accurate recordkeeping to record attendance, absence, tardiness or early departure of each student.
  - c) Utilize data analysis systems for tracking individual student attendance and individual and group trends in student attendance problems.
  - d) Develop early intervention strategies to improve school attendance for all students.
  - e) Provide attendance procedures to parents and students:
- A plain language summary of this attendance policy will be included in student handbooks and will be reviewed with students at the start of the school year.
  - ~~Parents will receive a plain language summary of this policy by mail at the start of the school year. Parents will be asked to sign and return a statement indicating that they have read and understand the policy.~~

#### **Excused and Unexcused Absences, Tardiness and Early Departures**

All absences must be accounted for. It is the parent's responsibility to notify the school office within 24 hours of the Absences, Tardy or Early Departure and to provide a written excuse upon the student's return to school.

- a) **Excused:** An absence, tardiness or early departure may be excused if due to personal illness, illness or death in the family, impassable roads due to inclement weather, religious observance, quarantine, required court appearances, attendance at health clinics, approved college visits, approved cooperative work programs, military obligations, school-sponsored events, field trips, or other such reasons as may be approved by the appropriate building administrator.
- b) **Unexcused:** Any absence, tardiness, or early departure will be considered unexcused unless valid written documentation is provided within three (3) days. Any absence in excess of three (3) consecutive days without documentation will result in a phone call to the child's family and potential conference with the principal.

All other **ATEDs** (Absence, Tardy, Early Departures) are considered unexcused absences.

#### **Student Attendance Recordkeeping/Data Collection**

The record of each student's presence, absence, tardiness and early departure shall be kept in a register of attendance within the district's student management system in a manner consistent with Commissioner's Regulations. An absence, tardiness or early departure will be entered as "excused" or "unexcused" along with the District code for the reason.

A record shall be kept of each scheduled day of instruction during which the school is closed for all or part of the day because of extraordinary circumstances including adverse weather conditions, impairment of heating facilities, insufficiency of water supply, shortage of fuel, destruction of or damage to a school building, or such other cause as may be found satisfactory to the Commissioner of Education.

Attendance records shall also indicate the date when a student withdraws from enrollment or is dropped from enrollment in accordance with Education Law Section 3202(1-a).

#### **Student Attendance/Course Credit**

The District believes that classroom participation is related to and affects a student's performance and grasp of the subject matter and, as such, is properly reflected in a student's final grade. For purposes of this policy, classroom participation means that a student is in class and prepared to work.

Consequently, for each marking period a certain percentage of a student's final grade will be based on classroom participation by attendance as well as the student's performance on homework, tests, papers, projects, etc. as determined by the building administrator and/or classroom teacher.

Students are expected to attend all scheduled classes. Consistent with the importance of classroom participation by attendance, unexcused student absences, tardiness, and early departures may impact a student's grade, including credit for classroom participation, for the marking period.

At the middle school/high school level, any student with more than twenty (20) unexcused absences in a course in a semester may not receive credit for the course. However, it is District policy that students with properly excused absences, tardiness and early departures for which the student has performed any assigned make-up work, assignments and/or tests may be awarded ~~for~~ course credit. **District procedures will specify how student tardiness and early departures will be calculated and factored into the District's minimum attendance standard.**

For courses meeting one-half (1/2) year or one quarter (1/4) year, the same policy will apply and a calculation of the absences will be prorated accordingly.

Transfer students and students re-enrolling after having dropped out will be expected to attend a prorated minimum number of the scheduled class meetings during their time of enrollment.

Students will be considered in attendance if the student is:

- a) Physically present in the classroom or working under the direction of the classroom teacher during the class scheduled meeting time; or
- b) Working pursuant to an approved independent study program; or
- c) Receiving approved alternative instruction.

Students who are absent from class due to their participation in a school-sponsored activity are to arrange with their teachers to make up any missed work deemed necessary in a timely manner. **as determined by the student's teacher, unless the student's teacher determines that attendance at the school sponsored event is substantially equivalent to the instruction which was missed.**

Upon returning to school following a properly excused absence, tardiness or early departure, it shall be the responsibility of the student to consult with his/her teacher(s) regarding arrangements to make up missed work, assignments and/or tests in accordance with the time schedule specified by the teacher.

#### Attendance Incentives at the Elementary Schools

In order to encourage student attendance, the Building Principal **and teachers** will develop and implement a variety of grade-appropriate/building-level strategies and programs that may include, but are not limited to **Grade-level rewards at each building for best attendance assigning special responsibilities (distribute and collect materials, lead groups, assist the teacher, etc.) to students who may need extra motivation to come to school.**

#### Notice of Minimum Attendance Standard/Intervention Strategies Prior to the Denial of Course Credit At the Secondary Level

In order to ensure that parents/persons in parental relation and students are informed of the District's policy regarding minimum attendance and course credit, and the implementation of specific intervention strategies to be employed prior to the denial of course credit to the student for insufficient attendance, the following guidelines shall be followed:

- a) Copies of the District's Comprehensive Student Attendance Policy will be provided to parents/persons in parental relation and provided to students **by the registrar at the beginning of each school year or** at the time of enrollment in the District.
- b) School newsletters and publications will include periodic reminders of the components of the District's Comprehensive Student Attendance Policy. A summary of the Attendance Policy will also be included in parent/student handbooks.
- c) The middle and high school utilize an automated notification system to alert parents when a student's daily attendance record is in question.
- d) The Principal, **school counselor as well as or the** teacher will review the District's Attendance Policy with parents and students who have excessive and/or unexcused absences, tardiness or early departures. Further, appropriate student support services/personnel within the District, as well as the possible collaboration/referral to community support services and agencies, will be implemented prior to the denial of course credit for insufficient attendance by the student.

#### **Disciplinary Consequences Disciplinary Consequences and Appeal Process**

1. Unexcused absences, tardiness and early departures **will may** result in **disciplinary sanctions as described in the District's Code of Conduct.** ~~c~~Consequences **may** include ~~ing~~, but **are** not limited to, denial of participation in interscholastic and extracurricular activities, **field trips**, etc. Parents/persons in parental relation will be notified by designated District personnel at periodic intervals to discuss their child's absences, tardiness or early departures and the importance of class attendance and appropriate interventions. Individual buildings/grade levels will address procedures to implement the notification process to the parent/person in parental relation.
  - 2.** All appeals related to unexcused absences and/or denial of course credit will be made directly to the principal on the following basis:
    - (a) Regarding the accuracy of a student's attendance record;
    - (b) To ascertain whether it appears that students with disabilities are treated consistently with IDEA or Section 504 Plans.
    - (c) To consider "extenuating circumstances" **including, but not limited to absences due to circumstances related to homelessness and education neglect.**
  - 3.** Parent/Guardian will have twenty (20) calendar days from the issue of the written notification of unexcused absences to appeal the **building principal's decision to the Assistant Superintendent for Curriculum & Instruction, who shall make the final decision regarding all appeals.**
  - ~~3.~~ **The building principal shall make the final decision regarding all appeals.**

#### Intervention Strategy Process

In order to effectively intervene when an identified pattern of unexcused absences, tardiness or early departures occur, the teacher, Principal, Assistant Principal, or ~~Guidance~~ School Counselor may implement a variety of strategies and interventions to address the issue including but not limited to the following:

- a) Identify specific element(s) of the pattern (e.g., grade level, building, time frame, type of unexcused absences, tardiness or early departures);
- b) Notify the student and parent/person in parental relation;
- c) Discuss strategies to directly intervene with specific element;
- d) Recommend intervention to Superintendent or his/her designee if it relates to change in District policy or procedure;
- e) Implement changes, as approved by appropriate administration;
- f) Utilize appropriate District and/or community resources to address and help remediate student unexcused absences, tardiness or early departures;
- g) Monitor and report short and long term effects of intervention.

#### Building Review of Attendance Records

The Building Principal will work with designated staff in reviewing attendance records during and at the end of each term. This review is conducted to identify individual and group attendance patterns and to initiate appropriate action to address the problem of unexcused absences, tardiness and early departures.

**Annual Review by the Board of Education**

The Board of Education must **periodically at least annually** review the building level student attendance records and if such records show a decline in student attendance, the Board shall make any revisions to the Policy **and plan** deemed necessary to improve student attendance.

**Community Awareness**

The Board of Education shall promote necessary community awareness of the District's Comprehensive Student Attendance Policy by:

- a) Providing a plain language summary of the policy to parents or persons in parental relation to students at the beginning of the each school year and promoting the understanding of such a policy to students and their parents/persons in parental relation;
- b) Providing each teacher, at the beginning of the school year or upon employment, with a copy of the policy; and
- c) Providing copies of the policy to any other member of the community upon request.

Education Law Sections 3024, 3025, 3202, 3205, 3206, 3210, 3211, and 3213

8 New York Code of Rules and Regulations (NYCRR)

Sections 104.1, 109.2 and 175.6

**10.02 Second Reading and Adoption of Policy 5321 Use of the District Credit Card**

*Recommended Action:* The Board of Education hereby adopts Policy 5321 as written

Motioned: Trustee Osmond

Seconded: Trustee Allison

Result: Unanimous

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

Shands, Trustee Allison

Not Present: Trustee Schnell

**~~2013~~2016 5321 Non-Instructional/Business Operations SUBJECT: USE OF THE DISTRICT CREDIT CARD**

The Trustees of the Onteora Central School District do recognize the need for a District credit card for District use for miscellaneous expenses, such as conference registration and hotel reservations in the event that a facility does not hold a reservation with a Purchase Order. The District credit card is maintained in Central Administration under the care and control of the Assistant Superintendent for Business. The credit card has a maximum credit limit of ~~\$1,000.~~ **\$3,000.**

The Trustees of the Onteora Central School District also recognize the need for a gas card for use on long trips to purchase fuel for District vehicles. The Transportation Department maintains an account with Sunoco Suntrak that has five (5) cards associated with the account. Four (4) cards are under the care and control of the Director of Transportation, and one (1) card is under the care and control of the Assistant Superintendent for Business to be used only in the absence of the Director of Transportation. The credit card account has a maximum credit limit of \$500 in total, not per card.

**10.03 Second Reading and Adoption of Policy 7141 Inter-School Transfers**

*Recommended Action:* The Board of Education hereby adopts Policy 7141 as written

Motioned: Trustee Osmond

Seconded: Trustee Storey

Result: Unanimous

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

Shands, Trustee Allison

Not Present: Trustee Schnell

**~~2011~~2016 7141 Students SUBJECT: INTER-SCHOOL TRANSFERS/("VARIANCES")**

This policy governs the transfer of students from one school to another to meet the needs of parents and students. Transfers may be requested to meet the educational or other special needs of students and their families. The school district shall be responsible for determining the location and extent of available space in its schools for the purpose of inter-school transfers. Priority for available space must go first to the neighborhood schools students and mandated programs. The Superintendent or his/her designee must approve all inter-school transfers.

Transfers will need to be renewed and will be reviewed annually. Transfers will occur during the summer of the school year and are otherwise at the discretion of building and district administration. **Transfers require Board of Education approval.**

REF: Regulation 7141



#### 10.04 Second Reading and Adoption of Policy 7691 Reimbursement of Parental Expenses Incurred During In-State/Out-of-State Visits in Residential Placement Programs as Required by the IEP

*Recommended Action:* The Board of Education hereby adopts Policy 7691 as written

Motioned: Trustee Shands

Seconded: Trustee Allison

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Ratcliff, Trustee Shands, Trustee Allison

Not Present: Trustee Schnell

**20042016 7691 Students SUBJECT: REIMBURSEMENT OF PARENTAL EXPENSES INCURRED DURING IN-STATE/OUT-OF-STATE VISITS IN RESIDENTIAL PLACEMENT PROGRAMS AS REQUIRED BY THE IEP**

The Onteora Central School District promulgates the following policy with regard to reimbursement of expenses incurred by a Custodial parent (siblings traveling with parents will not be reimbursed) during trips to their child's in-state or out-of-state residential placement program as may be required or approved under the student's IEP and/or pursuant to Section 200.12 of the Commissioner's Regulations:

a) All trip requests must be submitted in writing one (1) week in advance to the Director of Pupil Personnel Services along with a written itinerary to include number of miles to be covered, number of meals to be consumed, and number of nights to be spent in a hotel.

b) The District will, upon review and approval of properly submitted receipts, reimburse a parent who needs to travel with their child to the school for automobile travel at the IRS approved rate and for tolls reasonably and necessarily incurred. Total miles submitted will be subject to verification through MapQuest or a similar Internet map source. The District will, when appropriate, review requests for alternate transportation.

c) The District shall pay reasonable and necessary costs of rooms and meals. The total rate for a hotel room will not exceed the contract rate as per the Onteora Teacher's Association contract. Every reasonable effort must be made to obtain a hotel room in the immediate vicinity of the child's school.

d) Two (2) meals per person per day will be allowed, not to exceed the contract rate as per the Onteora Teacher's Association contract, which cannot include alcoholic beverages; an itemized receipt must be included for all meals. A credit card receipt not itemized will not be acceptable/reimbursed.

e) No reimbursement will be issued for activities which are not listed in the itinerary preapproved by the District.

The maximum number of trips will normally be no more than ~~five (5)~~ three (3) per year for a ten-month student or ~~six (6)~~ four (4) per year for a twelve-month student.

### 11. Discussion and Possible Action

#### 11.01 Approve Lead Evaluators (proposed 7:10)

*Recommended Action:* The Board of Education hereby approves the resolution below, certifying Lead Evaluators for the 2016-2017 school year.

Motioned: Trustee Shands

Seconded: Trustee Osmond

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Ratcliff, Trustee Shands, Trustee Allison

Not Present: Trustee Schnell

BE IT RESOLVED THAT Cynthia Bishop, Gabriel Buono, Lou Cioffi, Lance Edelman, Jennifer O'Connor, Scott Richards, Dieter Schimmelpfennig, Linda Sella, Elizabeth Fallo are hereby certified as a Qualified Lead Evaluators of teachers having successfully completed the following training requirements prescribed in 8 NYCRR §30-2.9 (b):

1. The New York State Teaching Standards, and their related elements an performance indicators/the Leadership Standards and their related functions;
2. Evidence-based observation techniques that are grounded in research;
3. Application and use of the student growth percentile model and the value-added growth model as defined in 8 NYCRR §30-2.2;
4. Application and use of the State-approved rubrics selected by the school district for use in the valuation of building principals, including training on the effective application of such rubric to observe a principal's practice;
5. Application and use of the assessment tools that the school district utilizes to evaluate its building principals, including, but not limited to structured portfolio reviews; student, parent, teacher, community feedback; professional growth goals; school improvement goals, etc.

6. Application and use of the State-approved locally selected measures of student achievement used by the school district to evaluate its principals;
7. The scoring methodology utilized by the Department and the school district to evaluate a teacher under 8 NYCRR §30-2, including:
  - a. how scores are generated for each subcomponent and the composite effectiveness score of teachers and
  - b. application and use of the scoring ranges prescribed by the Commissioner for the four designated rating categories used for the overall rating of teachers and their subcomponent ratings; and
8. Specific considerations in evaluating teachers of English language learners and students with disabilities
9. Training on the use of the Statewide Instructional Reporting System, also required by 8 NYCRR §30-2.9 (b), will be provided once the NYS Education Department makes available the information required for such training.
10. This certification has been issued in accordance with the process for certifying lead evaluators described in the district's annual professional performance review plan.

#### 11.02 Approve New Superintendent Institute for Bruce Watson

*Recommended Action:* The Board of Education hereby approves for Bruce Watson to attend the November 17, 2016 session of the New Superintendent Institute in Albany at a cost of \$175 plus travel expenses.

Motioned: Trustee Storey

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Ratcliff, Trustee Shands, Trustee Allison

Not Present: Trustee Schnell

#### 11.03 Appoint different Title IX Officers (proposed 7:15)

*Recommended Action:* The Board of Education hereby appoints Marystephanie Corsones as the District Title IX Officer with no extra compensation.

Motioned: Trustee Ratcliff

Seconded: Trustee Osmond

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Ratcliff, Trustee Shands, Trustee Allison

Not Present: Trustee Schnell

#### 11.04 Abolish Position

*Recommended Action:* The Board of Education hereby abolishes the following position: 1.0 FTE Instructional Science Lab Coach

Motioned: Trustee Osmond

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Ratcliff, Trustee Shands, Trustee Allison

Not Present: Trustee Schnell

#### 11.05 MOA with OTA for a 6th Period Stipend (proposed 7:20)

*Recommended Action:* The Board of Education hereby approves Memorandum of Agreement #11082016 with the Onteora Teachers Association regarding a sixth period stipend for secondary math retroactive to October 24, 2016

Motioned: Trustee Ratcliff

Seconded: Trustee Storey

Result: Unanimous

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

Shands, Trustee Allison  
Not Present: Trustee Schnell

11.06 MOA with OTA for the Lyceum Club Advisor

*Recommended Action:* The Board of Education hereby approves Memorandum of Agreement #11082016A with the Onteora Teachers Association regarding the creation of the Lyceum Club Advisor stipend for the 2016-2017 school year.

Motioned: Trustee Osmond

Seconded: Trustee Shands

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Ratcliff, Trustee Shands, Trustee Allison

Not Present: Trustee Schnell

11.07 MOA with OTA for Longevity in Stipends

*Recommended Action:* The Board of Education hereby approves Memorandum of Agreement #11082016B with the Onteora Teachers Association to clarify language in the contract about longevity in stipends.

Motioned: Trustee Shands

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Ratcliff, Trustee Shands, Trustee Allison

Not Present: Trustee Schnell

11.08 Discuss Goals for the Health and Wellness Committee (proposed 7:25 duration 15 min)

7:15

- Committee can follow the detailed Health and Wellness policy instead of Board creating goals
  - Committee wanted to know if there is anything the Board wants to be their focus
    - Later Start Times and Farm to Table initiative

**12. Break**

12.01 The Board will take a break (proposed 7:40)

No Break was taken

**13. Independent Contract Retainers**

13.01 Approve all Independent Contract Retainers (proposed 7:45)

*Recommended Action:* The Board of Education hereby approves Independent Contract Retainers in items 13.02 - 13.07

Motioned: Trustee Osmond

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Ratcliff, Trustee Shands, Trustee Allison

Not Present: Trustee Schnell

## 13.02 ICR- Brody

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approves the Independent Contractor Retainer between the Onteora Central School District and Jeffrey Brody as a mentor in Law for the period beginning October 11, 2016 through May 25, 2017 at a rate of \$0.00 for 25 hours, to a maximum of \$0.00, and authorizes the Superintendent to sign such an agreement.

## 13.03 ICR-Chetkof

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approves the Independent Contractor Retainer between the Onteora Central School District and Gary Chetkof as a mentor in Radio Broadcasting & Live Events Production for the period beginning October 7, 2016 through May 25, 2017 at a rate of \$0.00 for 25 hours, to a maximum of \$0.00, and authorizes the Superintendent to sign such an agreement.

## 13.04 ICR- Lydick

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approves the Independent Contractor Retainer between the Onteora Central School District and David Lydick as a mentor in Culinary Arts for the period beginning October 20, 2016 through May 25, 2017 at a rate of \$250.00 for 25 hours, to a maximum of \$250.00, and authorizes the Superintendent to sign such an agreement.

## 13.05 ICR- Viglielmo

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approves the Independent Contractor Retainer between the Onteora Central School District and Jeffrey Viglielmo as a mentor in Dentistry for the period beginning October 25, 2016 through May 25, 2017 at a rate of \$250.00 for 25 hours, to a maximum of \$250.00, and authorizes the Superintendent to sign such an agreement.

## 13.06 ICR- Town of Olive

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approves the Independent Contractor Retainer between the Onteora Central School District and Town of Olive WWTP as a mentor in Environmental Studies for the period beginning October 25, 2016 through May 25, 2017 at a rate of \$0.00 for 25 hours, to a maximum of \$0.00, and authorizes the Superintendent to sign such an agreement

## 13.07 ICR- Johnan

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approves the Independent Contractor Retainer between the Onteora Central School District and Cathy Johnan as a mentor in Early Childhood Education for the period beginning October 24, 2016 through May 25, 2017 at a rate of \$250.00 for 25 hours, to a maximum of \$250.00, and authorizes the Superintendent to sign such an

agreement

**14. Consent Agenda**

14.01 Approve Consent Agenda (proposed 7:50)

*Recommended Action: The Board of Education Approve consent agenda item numbers 14.02-14.08*

Motioned: Trustee Ratcliff

Seconded: Trustee Allison

- Environmental review is for lower part of Bennett field -to change the field where playground is into a playing field
  - Needs to be approved before going out to bid
- Contract is a special education placement between districts – not a non-resident student, as district is paying our special education rate
  - We have students placed in other districts
  - Clause in contract that we do not take non-resident students
  - Contract allows us to place priority on our students, if we don't have room anymore in the class, they would not be able to come here

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Ratcliff, Trustee Shands, Trustee Allison

Not Present: Trustee Schnell

14.02 Personnel Agenda

The Superintendent of Schools hereby recommends the APPROVAL of the following SALARY CHANGES (INSTRUCTIONAL) effective September 1, 2016:

Name	Position	School	Current Step1	Credits1	Salary1	Additional Credits2	Salary2	Totals Step1	Credits3	Salary3
Jennifer Bruck	Elem Teacher	Bennett	18MA	12	\$95,313.00	6	\$816.00	18MA	18	\$96,129.00
Kelly Downs	Elem Teacher	Bennett	16MA	36	\$95,007.00	6	\$816.00	16MA	42	\$95,823.00
Phyllis Evans	Elem Teacher	Woodstock	22MA	18	\$113,983.00	6	\$816.00	22MA	24	\$114,799.00
Judith Iapocce	Sp Ed Teacher	Bennett	22MA	48	\$121,799.00	12	\$1,632.00	22MA	60	\$123,431.00
Rebecca Joslin	Foreign Lang	HS	2BA	0	\$61,145.00	12	\$852.00	2BA	12	\$61,997.00
LeeAnn Kuhne	Sp Ed Teacher	Bennett	22MA	48	\$118,063.00	12	\$1,632.00	22MA	60	\$119,695.00
Adam LaFera	Elem Teacher	Bennett	11MA	12	\$82,369.00	6	\$816.00	11MA	18	\$83,185.00
Elizabeth Lastner	English Teacher	MS	19MA	6	\$96,211.00	6	\$816.00	19MA	12	\$97,027.00
Laura Loheide	English Teacher	HS	22MA	54	\$115,143.00	6	\$816.00	22MA	60	\$115,959.00
William Michella II	Sp Ed Teacher	Bennett	4MA	6	\$69,008.00	6	\$816.00	4MA	12	\$69,824.00
Virginia Occhi	Elem Teacher	Bennett	22MA	54	\$115,143.00	6	\$816.00	22MA	60	\$115,959.00
Robin Panico	ENL Teacher	Bennett	6MA	12	\$73,388.00	6	\$816.00	6MA	18	\$74,204.00
Nicole Polacco	Reading Teacher	Woodstock	7MA	24	\$76,820.00	6	\$816.00	7MA	30	\$77,636.00
Patti Rosenbloom	Social Worker	Phoenicia	22MA	18	\$110,247.00	6	\$816.00	22MA	24	\$111,063.00
Karen Samuelsen-Grimm	.6 English	MS	7M	6	\$44,623.20	6	\$489.60	7M	12	\$45,112.80
Tamika Sorbellini	Elem Teacher	Woodstock	18MA	36	\$98,577.00	6	\$816.00	18MA	42	\$99,393.00
Lauryn Tervenski	Elem Teacher	Woodstock	11MA	30	\$84,817.00	6	\$816.00	11MA	36	\$85,633.00
William Wall	Sp Ed Teacher	HS	20MA	0	\$99,528.00	6	\$816.00	20MA	6	\$100,344.00
Kristen Warren	Elem Teacher	Bennett	9MA	42	\$82,866.00	12	\$1,632.00	9MA	54	\$84,498.00

APPOINTMENTS: INSTRUCTIONAL

FULL TIME PROBATIONARY APPOINTMENT

NAME	CERTIFICATION	TENURE AREA	PROBATIONARY DATES	SALARY	REMARKS
Blake, Courtney	School Social Worker	Social Worker	11/14/16-11/13/19	2MA	New Position

EXTRA DUTY STIPENDS 2016-17

NAME	POSITION	AMOUNT
Downs, Christine	Belleayre Bash Advisor	\$1,955.00
Downs, Kelly	Belleayre Bash Assistant Advisor	\$652.00
Helm, Wendy	Musical Play Production - Elementary - Bennett	\$810.00
Kenly, Maryanne	Math Coordinator (split w/ V. Occhi)	\$2,323.00
Loheide, Laura	ELA Coordinator	\$4,646.00
Occhi, Virginia	Math Coordinator (split w/ M. Kenly)	\$2,323.00
Apolito, Craig	Basketball - Modified - Head Coach (Boys)	\$2,507.00
Occhi, Julia	Basketball - Modified - Head Coach (Girls)	\$2,507.00

## SUBSTITUTES

NAME	POSITION	AMOUNT
Carey, Zachary	Certified Substitute Teacher	\$110.00/day
Carey, Zachary	Home Tutor	\$38.00/hr
Jean Pierre, Manualla	Certified Substitute Teaching Assistant	\$13.00/hr effective 9/1/16
Langdon, Kaitlin	Certified Substitute Teacher	\$110.00/day
McCants, Deborah	Uncertified Substitute Teacher	\$85.00/day
Sofaer, Emily	Home Tutor	\$38.00/hr effective 9/1/16

## LEAVE OF ABSENCE

EMPLOYEE NUMBER	EFFECTIVE DATE FROM - TO	REASON
2612	9/6/16-11/22/16*	Medical - Unpaid
3056	10/3/16-11/25/16	Medical - Paid

\*extension of leave

APPOINTMENTS: NON INSTRUCTIONAL  
PROBATIONARY APPOINTMENT

NAME	POSITION	PROBATIONARY PERIOD	SALARY/STEP	REMARKS
Neal, Katelynn	Custodial Worker	12/1/16-5/31/17	Step 2	Replace B. Hoornbeeck
Parker, Bradley	Custodial Worker	11/28/16-5/27/17	Step 2	Replace P. Maloney

## SUBSTITUTES

NAME	POSITION	AMOUNT
Martin, James	Clerical Substitute	\$11.00/hr effective 9/1/16
Ottulich, Joan	School Monitor Substitute	\$10.00/hr effective 9/1/16

## LEAVE OF ABSENCE

EMPLOYEE NUMBER	EFFECTIVE DATE FROM - TO	REASON
3239	8/1/16-8/23/16 (0.5 day)	Medical - Paid
3239	8/23/16 (0.5 day) -11/14/16*	Medical - Unpaid

\*extension of leave

## 14.03 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, #11/16, Confidential, as reviewed by Trustee Salem

## 14.04 State Environmental Quality Review Act for the Bennett School Playground Upgrade Project Type II Action

*Recommended Action:* WHEREAS, the Board of Education ("Board") of the Onteora

Central School District ("District"), is proposing a capital improvement project to upgrade the playground area at the Bennett Elementary School by repairing the existing storm pipe, re-grading the existing play area to a new grass playfield (approximately 80' x 140'), and constructing a paved parking area for 3 disabled accessible spaces ("Project"); and

WHEREAS, the proposed scope of the Project constitutes: (1) a maintenance or repair involving no substantial changes in an existing structure or facility; and/or (2) a replacement, reconstruction or rehabilitation of a facility, in kind that qualifies as a Type II action set forth in 6 NYCRR Part 617.5, State Environmental Quality Review Act ("SEQRA"); and

WHEREAS, the proposed Project includes no other potential involved agencies that have been identified in regards to the project; and

WHEREAS, the Board has considered the information and documentation, which describe the design and intent of the proposed Project.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Onteora Central School District, based upon the record before it, including the general, specific and detailed knowledge of the Board of the proposed Project and under the applicable standards of SEQRA and 6 NYCRR Part 617.5, hereby determines that:

- a. The proposed Project is classified as a Type II Action; and
- b. In accordance with Article 8 of the New York State Environmental Conservation Law, the Board is precluded from further environmental review.

#### 14.05 Donations to Phoenicia

*Recommended Action:* The Board of Education hereby accepts the donation from the Phoenicia PTA for \$569 to purchase children's books and from First Book for the donation of children's books valued at \$2,000 to the Phoenicia Elementary School.

The Board of Education hereby accepts a donation of 15 pumpkins to Phoenicia from the Shandaken American Legion Post #950

#### 14.06 Approve Volunteer

*Recommended Action:* The Board of Education hereby approves the following volunteer: Judith Moran for Bennett

#### 14.07 Approve Grant

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Bus on Us Award from The National Park Service through Teaching the Hudson Valley for transportation of 25 students and staff members from the Middle High School on a field trip to the Franklin D. Roosevelt National Historic Site & Presidential Library/Museum and Vanderbilt Mansion in the amount not to exceed \$500.00 and authorizes the Superintendent to accept this award.

#### 14.08 Approve Contract with Kingston School District

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Non-Resident Student Contract between the Onteora Central School District and Kingston City School District for the period of November 9, 2016

through June 23, 2017 and authorizes the Superintendent to sign such an agreement.

## 15. Committee Reports - No Committees Have Met

## 16. Old Business

16.01 The Board will discuss Old Business (proposed 7:55)  
7:25

Board visits to classrooms– Robert Freeman said that more than 3 Board members can visit schools

- Suggest postpone visits until spring when the whole Board is back
  - Last year was the first year the visits were in the fall
- Earlier in spring is better- before election, before test prep starts
- Continue to visit schools on own because hard to get all 7 Board members
  - Just majority would visit schools

## 17. New Business

17.01 The Board will discuss New Business (proposed 8:00)  
7:30

Went to NYSSBA convention all came away energized and ready to make suggestions

- Instead of reporting in Board news, will report over the next months

## 18. Request For Information

18.01 The Board will request information (proposed 8:05)

Trustee Storey asked for information about letter home about change of reading – are we staying with Teachers College? Letter said that they are retooling everything, students level can go down

- Switched from an imbedded assessment TC to Fontas and Pinnell –Phoenicia was using it, Woodstock was not
  - Needed parody in district and F & P gives better data on reading levels and comprehension levels, to better instruction
  - Slightly different scaling system

## 19. Adjournment

19.01 Adjourn Meeting. Next meeting is Tuesday, November 22, 2016 at the Bennett School (proposed 8:10)

*Recommended Action:* The meeting is adjourned at 7:35

Motioned: Trustee Shands

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Ratcliff, Trustee Shands, Trustee Allison

Not Present: Trustee Schnell

Minutes Recorded by Fern Amster,  
District Clerk



Board of Education: Bobbi Schnell, Laurie Osmond, Valerie Storey, Kevin Salem, Lindsay Shands, Bennet Ratcliff, Dale Allison