

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

REGULAR MEETING

6:00 p.m.

MINUTES

**TUESDAY, DECEMBER 11, 2012**

Woodstock Elementary School

## 1. Opening Items

- 1.01 Call to Order 6:00
- 1.02 Tobacco Policy Statement
- 1.03 Pledge of Allegiance
- 1.04 Roll Call

Present: Trustee McGillicuddy, Trustee Fletcher, Trustee Osmond, Trustee Spencer  
Not Present: Trustee Hickey, Trustee McKeon, Trustee Kurnit

## 2. Executive Session

- 2.01 Enter Executive Session (proposed 6:05 duration 45 min)  
*Motion:* Motion to enter into Executive Session to discuss OTA and ONTEA negotiations at 6:10

Trustee Spencer

Trustee Osmond

Motioned By: Trustee Spencer

Seconded By: Trustee Osmond

Results: Unanimous

Yea: Trustee McGillicuddy, Trustee Fletcher, Trustee Osmond, Trustee Spencer

Not Present: Trustee Hickey, Trustee McKeon, Trustee Kurnit

### Now Present

Trustee McKeon arrived at 6:20

- 2.02 Exit Executive Session (proposed 6:50)

*Motion:* Motion to exit Executive Session

Motioned By: Trustee Spencer

Seconded By: Trustee McKeon

Results: Unanimous

Yea: Trustee McGillicuddy, Trustee Fletcher, Trustee Osmond, Trustee Spencer, Trustee McKeon

Not Present: Trustee Hickey, Trustee Kurnit

- 2.03 Re-enter Public Session

*Motion:* Motion to re-enter public session at 7:10

Motioned By: Trustee Osmond

Seconded By: Trustee McKeon

Results: Unanimous

Yea: Trustee McGillicuddy, Trustee Fletcher, Trustee Osmond, Trustee Spencer, Trustee McKeon

Not Present: Trustee Hickey, Trustee Kurnit

## 3. Acceptance of Minutes

- 3.01 Acceptance of minutes (proposed 6:55)

*Motion:* The Board of Education hereby accepts the minutes of 11/27/12  
Moted By: Trustee Osmond  
Secoded By: Trustee Spencer  
Results: Unanimous  
Yea: Trustee McGillicuddy, Trustee Fletcher, Trustee Osmond, Trustee Spencer,  
Trustee McKeon  
Not Present: Trustee Hickey, Trustee Kurnit

#### 4. Welcome

4.01 Principal Barbara Schnell will welcome the Board (proposed 7:00)  
7:10

- Distributed packets of photos of student's artwork and Teachers College writing samples from K, 1, 2, 3 to the Board
  - Art teacher Diane Godfrey was inspired by Rene Cantine's guitar-making work with the students
    - 3<sup>rd</sup> grade students made guitars which are on display at Ulster Savings Bank in Woodstock
  - See how the students' writing progresses with Teachers College

#### 5. Board District News

5.01 The Board will announce district news (proposed 7:05)  
Trustee McGillicuddy reported:

- First OTA mediation session scheduled for 2/6/12 with a mediator from Public Employee Relations Board
- UCSBA governmental relation representative from NYSSBA talked about their association's legislative
- Ulster Legislative Action committee to develop and finalize the legislative priorities for the UCSBA.
- Attended Statewide School Finance Consortium with Rick Timbs
  - Each Board needs to get community behind them to lobby legislatures
    - State aid is not enough and can no longer tax, need legislature to make changes
    - 30 districts are projected to become educationally and financially insolvent in the next few years
- Exciting concerts coming up at High School and Elementary schools

#### 6. Superintendent District News

6.01 Preliminary 2013-2014 Budget Presentation (proposed 7:10 duration 20 min)  
7:20

Assistant Superintendent for Business, Victoria McLaren:

- Do not have a great deal of information, used basic assumptions for presentation
  - Greatest one is tax levy limit, assumed 2%
    - CPI should be published in January
  - TRS final rates will be published in February
    - preliminary rates are 15 ½ - 16 ½ %
  - Health insurance increase will be published in the spring
    - Assuming 10%
  - State aid runs after Governor does budget

- Assuming same as this year
- \$3 million or 6% increase is draft roll over preliminary budget
  - Draft levy 78
    - Is preferable, can increase levy, but can't control state aid cuts
  - 2% levy limit would = \$805,000
  - Gap of \$1.9 million

Superintendent Phyllis McGill:

- Just starting analysis
- Enrollment is 1407 currently in Oteora buildings
- Not discussing trends because of RUPCO housing in Woodstock
  - 38 students new to the district
- Priority is the initiatives from the Board to plan growth for students and improve learning
- Starting reviewing line item budget and trends
  - Use excess funds in line items to deal with budget gap
- Reviewing staffing assumptions for budget
  - Received 4 retirements from OTA due to incentive
  - Allows to see if we need to bring the positions back
  - Still breakage – costs less to hire someone with less experience
    - Savings
      - Allows us to plan to mentor new person with current employee – overlap work time to maintain students growth
- Reviewing budget requests for specific targeted growth
- Starting budget process early

Discussion:

- Lobbying at legislative level to help items District cannot control: Retirement and Health insurance increases
- Tax Levy Banking available for Districts with a levy below the cap
  - Questar III will get back to us with the calculation

6.02 Review of 5 Year Facilities Plan (proposed 7:30 duration 20 min)

Director of Facilities, Jared Mance presented the Facilities Plan and amount of work that still needs to be completed

Superintendent Phyllis McGill reported:

- Facilities are in need of attention, some of which cannot be used from Repair Reserve, because they are replacements
  - Needs to be an Energy Performance Contract or go to a vote to use the Capital Reserve Fund to take care of all work needed
  - Facilities Department have used staff time to fix repairs where major improvements are required

Discussion:

- EPC numbers changed from 2010 proposal to today

- The Building Management System
  - Allows District to intelligently manage building by automatically turn on and off electric as room is being used
  - Web based, can be controlled from anywhere
- Need to verify that costs on 5 Year Facilities Plan are accurate
  - Plan still needs to be reviewed by Facilities Committee, then to the Board
- Majority work of the EPC to be done summer of 2014

6.03 The Superintendent will report on District News (proposed 7:50)

- HS Band/Chorus Concert
  - students were amazing
  - very enjoyable - students and faculty did a great job

## 7. Student Representative Report

7.01 Liza Tumen/Sean Hickey, the Student Representative to the Board will report (proposed 7:55)

8:00

Student Representative Liza Tumen reported:

- Last Friday was Quiz Bowl
- This Friday is Tomahawk Court
  - Tomahawk Dance is being planned
- Winter sports: Wrestling boys and Girls' basketball won, track team is doing well
- There was a door decorating contest for holidays

## 8. Public/Student Comment

8.01 The public and students may comment on any agenda or non agenda item.

(proposed 8:00 duration 10 min or more)

No public comment was made

## 9. Discussion and Possible Action

9.01 Energy Performance Contract (proposed 8:10 duration 20 min)

8:05

*Motion:* The Board of Education hereby approves the resolution below for the Energy Performance Contract.

**WHEREAS**, the Board of Education of the Onteora Central School District ("School District") publicly advertised for requests for proposals from energy services companies for the design and implementation of energy conservation measures at all district facilities ("Project") on a Energy Performance Contract basis; and

**WHEREAS**, the School District Administration reviewed and evaluated the proposals from the energy services companies and accompanying energy audits to determine which proposal for energy efficient capital improvements identified realistic comprehensive energy efficient technologies, thereby reducing the District's energy consumption and generating cost savings to the District; and

**WHEREAS**, based upon said review and evaluation of the proposals and accompanying audits, the School District Administration recommends that the Board of Education appoint Ameresco, Inc. as the School District's energy performance contractor.

**NOW THEREFORE, BE IT RESOLVED**, that the Board of Education of the Onteora Central School District herewith appoints Ameresco as the School District's Energy Performance Contractor.

**BE IT FURTHER RESOLVED**, that the Board of Education authorizes the Superintendent to execute an energy performance contract between the School District and Ameresco subject to the negotiation of a formal written agreement recommended by the School District counsel, which contract must also include that the comprehensive energy audit to be performed and completed by Ameresco is subject to the formal review and acceptance by the Board.

Motioned By: Trustee Spencer

Seconded By: Trustee Fletcher

Discussion:

- EPC is important to address some of the building's problems
- Take exception to the oil based boiler
- Disappointed that the Biomass Boiler was taken out of consideration for EPC
  - Need to lobby the State to allow them in Energy Performance Contract
- Facilities Committee is recommending the EPC
  - Not ideal to go forward with an oil based boiler
  - Need to go forward with lowest cost
- Disappointed that Trustee Kurnit could not be present
  - Committee has done a great deal of work
- Phoenicia boilers should be in a Capital Project and put before public
  - Let public choose to do such a large project to one building
  - Can do other things in EPC
  - Without boilers, saving will still be there
- EPC is not free
  - But is an investment in infrastructure to save money
- Premature to jump on EPC - move things from list of facility need
- Reconfigure EPC with items on 5 year plan
- Boilers need to be repaired sooner than later
  - Put before voters in May
- Postpone vote to re-configure EPC and put wood burning boilers to voters
  - Voting tonight to burn oil in our building for the next 30 years
  - or
  - Postpone vote and be able to achieve more savings, more sustainable savings and show students and faculty the we are willing to move a small community in the right direction
  - May have ripple effect in the State
- Trustee McGillicuddy explained that this resolution does not entail all the minutia of all the work that is to happen, but simply the initial step to enter into an EPC
  - Assistant Superintendent for Business, Victoria McLaren verified
    - This is the initial resolution
    - It will come back to the Board to accept the energy audit and the work to be performed
    - Should have adopted this resolution instead of the motion that was approved, "To move forward with EPC"
- Choose items with shorter payback
  - Change scope of EPC
- Some answers given about EPC are unclear and uncomfortable without Trustee Kurnit as chair of Facilities Committee

- Take time to get it right
- Need EPC and the Capital Reserve to address building conditions

Results: Unanimous

Yea: Trustee McGillicuddy, Trustee Fletcher, Trustee Osmond, Trustee Spencer, Trustee McKeon

Not Present: Trustee Hickey, Trustee Kurnit

9.02 Separation and Release Agreement

8:55

*Motion:* BE IT RESOLVED, that the Board of Education of the Onteora Central School District (“Board”) does hereby approve the Separation and Release Agreement (“Agreement”) with Employee #12-11-12, a copy of which is available at the District Clerk’s office; and BE IT FURTHER RESOLVED, that the Board hereby authorizes the Superintendent of Schools to execute all documents to effectuate such Agreement.

Motioned By: Trustee Osmond

Seconded By: Trustee Fletcher

Results: Unanimous

Yea: Trustee McGillicuddy, Trustee Fletcher, Trustee Osmond, Trustee Spencer,

Not Present: Trustee Hickey, Trustee Kurnit

Abstain: Trustee McKeon

**10. \*\*5 Minute Break**

10.01 The Board will break for 5 minutes (proposed 8:30)

8:55

**11. Consent Agenda**

11.01 Approve Consent Agenda (proposed 8:35 duration 5 min)

9:05

*Motion:* Approve consent agenda item numbers 11.02-11.07

Motioned By: Trustee Osmond

Seconded By: Trustee Fletcher

Results: Unanimous

Yea: Trustee McGillicuddy, Trustee Fletcher, Trustee Osmond, Trustee Spencer, Trustee McKeon

Not Present: Trustee Hickey, Trustee Kurnit

11.02 Personnel Agenda

**APPOINTMENTS: INSTRUCTIONAL**  
**EXTRA DUTY STIPENDS 2012-13 RESCISION**

<b>NAME</b>	<b>POSITION</b>	<b>AMOUNT</b>
Ryan, Matthew	Elementary Rec – Bennett	\$3,298.00

**EXTRA DUTY STIPENDS 2012-13**

<b>NAME</b>	<b>POSITION</b>	<b>AMOUNT</b>
Burkhardt, Jeannine	AIS/Regents Prep (After School) 1	\$1,877.00
DeSantis, Ernest	Bellayre Bash Assistant Advisor (09/01/12-12/31/12*)	\$250.40
Kasprzyk, Christopher	Elementary Rec – Bennett (.50 FTE-split w/M. Ryan)	\$1,649.00
Resnick, Maxanne**	Musical Coordinator	\$467.00
Ryan, Matthew	Elementary Rec – Bennett (.50 FTE-split w/K. Kasprzyk)	\$1,649.00

- \* Amended dates & amount
- \*\* Pending pre-employment processing

**PER DIEM SUBSTITUTES**

NAME	POSITION	RATE OF PAY
Carr, William	Uncertified Substitute Teacher	\$80.00/day

**APPOINTMENTS: NON-INSTRUCTIONAL**

**PART TIME APPOINTMENT:**

NAME	POSITION	EFFECTIVE DATE	SALARY	REMARKS
Benjamin, Scott*	School Bus Driver	01/02/13	Step 3	Replaces V. Piccininno
Perry, Janelle*	Account Clerk/Typist	12/12/12	\$14.50/hr	New Position (10-15 hrs/wk)

\*Pending pre-employment processing

**RESIGNATIONS: INSTRUCTIONAL**

NAME	POSITION	EFFECTIVE DATE	REMARKS
Cahill, Veronica	Reading Teacher – WD	06/30/13	Retirement
Godfrey, Diane	Art Teacher – PH & WD	06/30/13	Retirement
Marchetti, Mary Ann	Special Education Teacher – MS	06/30/13	Retirement
Opalka, Daniel	Social Studies Teacher – HS	06/30/13	Retirement

**RESIGNATIONS: NON-INSTRUCTIONAL**

NAME	POSITION	EFFECTIVE DATE	REMARKS
Boland, Michael	Custodial Worker	12/6/12	Personal

**LEAVE OF ABSENCE: NON-INSTRUCTIONAL**

EMPLOYEE #	EFFECTIVE DATE FROM-TO	Reason
#2607	11/09/12 – 12/21/12 ( ½ day)	Medical Leave – Paid Family Medical Leave
#2607	12/21/12 ( ½ day) – 12/23/12	Medical Leave – Unpaid Family Medical Leave

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

*Motion:* 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, #12/12, Confidential, as reviewed by Trustee Osmond

11.04 Warrant Schedule

*Motion:* The Board of Education has reviewed and hereby accepts the Warrant Schedule 5

11.05 Financial Report

*Motion:* The Board of Education hereby accepts the Financial Report for October 2012

11.06 Surplus Items

*Motion:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District declare the Metro Flavor Hold C199 Heated Cabinet (model #C199-H(1)N-B) as surplus and authorizes the disposal of this item.

BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District declare one 1989 GMC ¾ ton stake truck and snow plow (VIN# 1GTGK24K9KE519361) and one 1998 Chevrolet one ton stake truck and snow plow (VIN# 1GBJK34F9WF070251) as surplus and authorizes the sale of these items.

#### 11.07 ECA Quarterly Report

*Motion:* The Board of Education hereby accepts the ECA report for the Quarter ending September 30, 2012

### 12. Committee Reports -5 min each

12.01 Audit Committee - Trustee Spencer to report. Next meeting is 4:30 at Central Administration on 1/7/13 (proposed 8:40)

- Primary at meeting was to meet with Internal Audit on primary areas of concern for internal auditor Holly Taft from Questar III
  - Special Ed
    - costs are aid-able, privately placed
    - homeless, foster care and parentally placed
  - Medicaid – risk avoidance
    - Penalties if completed incorrectly
    - Working with Management Advisory Group to be sure that claims are done correctly
- Recognized that audit reports risk assessments: ECA, cash receipts, retirement health insurance report and bus garage– missing corrective action plans
  - Resubmitted, reviewed, approved
- External Auditor – chose West & Co. best financial value and is currently our auditor
  - Move forward with a 5 year contract
- Working to make changes to the Charter
  - review and change at next meeting

12.02 Facilities Committee - Trustee Kurnit to report. Next meeting is 3:30 at Central Administration on TBD

Committee has not met since the last Board meeting

12.03 Policy Committee - Trustee McGillicuddy to report. Next meeting is 9:30 at Central Administration on 1/7/13

- Looked at a few policies
  - Homework, Whistle Blower and Diploma Options for students with disabilities
    - bring policy before board in January
    - other policies being reviewed by attorney and administration

12.04 Legislative Action committee - Trustee McGillicuddy to report. Next meeting is at 6:30 in the Central Administration Conference room on TBD

Committee has not met since the last Board meeting

12.05 District Committee: Health and Wellness Committee. Next meeting is in Room 120A of the High School at 2:45 on 1/10/13



Trustee Fletcher reported:

- Looked at BMI report – state mandated

12.06 District Committee: Technology - Superintendent McGill to report. Next meeting is in Bennett Computer Lab at 4:00 on 1/8/13

Committee has not met since the last Board meeting

12.07 West Hurley Committee - Victoria McLaren to report.

Committee has not met since the last Board meeting

### 13. Old Business

13.01 Communication - Discussion from NYSSBA presentations (proposed 8:50 duration 10 min)

9:15

Superintendent Phyllis McGill reported:

- shared articles with administration, not had chance to follow-up , but will discuss in technology plan meeting
- Now have a .5 person for newsletter - Increased time and person will be in district to improve web site and improve vehicles used to communicate with public
  - Person will meet with administrators in District to share information
- Get some other methods out there and running, will report back.

13.02 The Board will discuss Old Business (proposed 9:00)

9:20

- Going forward on the Energy Performance Contract, Board should have an ongoing conversation on scope of both EPC and Capital project
  - Facilities committee to look at the work on the list
  - Use the communication person to actively inform community as to what we have to do in district and why
- Plans to replace blinking light on Route 28 in front of High School that indicates the change in speed limit
  - Conversation with our insurance company
  - Director of Facilities, Jared Mance trying to get quotes, now going out to bid
- Revisit getting speed camera to record speed
  - Ask Town of Olive
  - fit on the same post as lights

### 14. New Business

14.01 The Board will discuss New Business (proposed 9:05)

9:30

No new business was discussed

### 15. Request For Information

15.01 The Board will request information (proposed 9:10)

No information was requested

**16. Public Comment**

16.01 The public will comment on any agenda or non-agenda item Please limit comments to 3 minutes (proposed 9:15 duration 10 min)

No public comment was made

**17. Adjournment**

17.01 Adjourn Meeting. Next meeting is Tuesday, January 8, 2012 at Bennett (proposed 9:25)

*Motion:* The meeting is adjourned at 9:30. Happy New Year!

Motioned By: Trustee Spencer

Seconded By: Trustee Fletcher

Results: Unanimous

Yea: Trustee McGillicuddy, Trustee Fletcher, Trustee Osmond, Trustee Spencer, Trustee McKeon

Not Present: Trustee Hickey, Trustee Kurnit

Minutes Recorded By:  
Fern Amster, District Clerk



Board of Education: Ann McGillicuddy, Tony Fletcher, Laurie Osmond, Dan Spencer, Tom Hickey, Rob Kurnit, Michael McKeon