

ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION
BOICEVILLE, NEW YORK 12412

REGULAR MEETING

6:00 p.m.

MINUTES

TUESDAY, FEBRUARY 5, 2013

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,
Trustee Kurnit, Trustee Hickey

Not Present: Trustee McKeon

2. Executive Session

2.01 Enter Executive Session (proposed 6:05 duration 30 min)

Motion: Motion to enter into Executive Session to discuss pending litigation and ONTEA negotiations.

Motioned By: Trustee Hickey

Seconded By: Trustee Fletcher

Results: Unanimous

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

Not Present: Trustee McKeon

Now Present

Trustee McKeon came at approximately 6:15

2.02 Exit Executive Session (proposed 6:35)

Motion: Motion to exit Executive Session

Motioned By: Trustee Fletcher

Seconded By: Trustee Hickey

Results: Unanimous

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

2.03 Re-enter Public Session

Motion: Motion to re-enter public session at approx. 7:00

Motioned By: Trustee Spencer

Seconded By: Trustee Hickey

Results: Unanimous

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

3. Acceptance of Minutes

3.01 Acceptance of minutes (proposed 6:40)

Motion: The Board of Education hereby accepts the minutes of 1/11/13

Motioned By: Trustee Spencer

Seconded By: Trustee Fletcher

Results: Unanimous

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

4. Welcome

4.01 Principal Barbara Schnell will welcome the Board (proposed 6:50)
7:05

- 1-3 are currently working with Beth Humphrey from Woodstock Artists Association
 - all visited the gallery in December and are now creating different art projects and incorporating writing pieces
 - will be in Gallery in March
- Fundraiser - Peter Yarrow will be at Barnes and Noble in Kingston on 2/18/13
 - Kindergarten created art pieces and the café will be decorated with their work
- Grades 1-3 dance residency with Susan Slotnick
 - Performance is 2/25/13 at 6:30
- Kindergarteners are working with Jill Schwartz on movement
- Showed the progression of a kindergartener's writing from September to now
- On web page see the e-books that the classes have put up

5. Presentations

5.01 HS Presentation on Teaming Up for Success (TUFS) and the Community Mentor Program (proposed 7:00 duration 30 min)
7:10

TUFS is a Mentor program - Janet Krieger and Robin Perls are co-coordinators

- Volunteer program sole purpose to benefit students
- Reach out to kids who are isolated and not receiving any other school services
- Adults and students meet with coordinators once a month
- Trained through the NY Mentoring Partnership. To work a mentoring program need:
 - long-term mentoring relationships
 - on-going training
 - frequent contact between mentor and mentee
- Researched resiliency studies students showed better attendance and attitude
- Mentees see themselves and all mentors as a positive group
- Mentors are Staff members that have volunteered for training

Discussion:

- Wonderful that you are able to do this with grants
 - Received a stipend for coming year

Community Mentor Program – Kay Goldbeck

7:20

- Different kind of mentor program
- Unique opportunity to encourage in-depth learning in wide variety of areas
- Students receive ½ credit for 70 hours

- Students are paired with a community person to match their interests
- Mentorships offer opportunities for career exploration
- Students are learning in an engaged way – not passive with a teacher
- Students final work will be on display with in a celebration on 5/23/13 at 7pm HS Cafeteria

Onteora senior Alexandra Strauss recounted her mentorship experience with veterinary medicine

Discussion:

- Not just for students who are Gifted and Talented
 - Shown through a high motivation of a particular topic
- Mentors receive a \$250 stipend offered to the mentors; many waive stipend
- 70 hours includes:
 - 25 hours with mentor, 20 hours of independent study, rest of hours in meetings with Kay, group meetings, time spent on presentation, and presentation night
- Students need to provide their own transportation

6. Board District News

6.01 The Board will announce district news (proposed 7:30)

7:50

Trustee McGillicuddy reported:

- Attended the Health & Wellness meeting
 - Interesting to listen to conversation about food in cafeteria and plans to help improve things there.
- Last Friday was Phoenicia's Invention convention
 - Bennett's Invention Convention is 2/27/13
- Met with Ad Hoc Communication committee meeting
- UCSBA and Legislative Action Committee Meeting
 - Discussing where and when there will be a symposium
 - Yesterday was anti-bullying program – got to see presenter – very powerful

7. Superintendent District News

7.01 The Superintendent will report on District News (proposed 7:35)

7:55

- Been to many of the events mentioned
- Participated on panel at SUNY New Paltz
 - Education Dept. is looking to revamp teacher education program
 - Make the student teaching experience better
 - Will be following up next week with a focus group

7.02 Budget Update (proposed 7:40 duration 20 min)

7:55

Assistant Superintendent for Business, Victoria McLaren presented

Superintendent Phyllis McGill reported:

- Has been a release of state aid; Onteora lost more than \$500,000

- Wrote to all legislatures
- next week meeting with County Executive Mike Hein as to how aid is formulated in district
- Plan is to return money from the tax certiorari to the tax payers, but do it in a strategic way so it does not create a spike the following year

Assistant Superintendent for Business, Victoria McLaren reported:

- Still in draft proposed budget
- Large pieces of budget are not finalized:
 - BOCES costs have not been released
 - Health insurance not established – 7% in as placeholder
 - Not finalized staffing assumptions
 - some increases and reductions based on student needs
- The high tax aid is the only line really reduced – \$500,000
 - Been frozen since 80-09
 - State ran formula again this year, we no longer qualify
 - For those districts no longer qualify retain 30%
 - Governor put reduction of high tax aid of \$50 million throughout state
- Carryover is the allowable levy limit amount that Districts do not utilize
 - last year we did not use full allowable levy limit, can carry it over
 - Not a recommendation for information only
 - Legal maximum levy limit 3.25% before exclusions and 4.96% after exclusions
 - Without carryover legal maximum levy limit is 1.72% without exclusions, and 3.44% after exclusions
- Current draft budget is \$51,455,000 - increase of \$1.7 million or 3.5%
 - With allowable levy increase of 4.96% have \$71,000 above what the budget requires
 - Without levy limit carryover would need to reduce by \$500,000
- Need to start discussion fund balance planning:
 - Board released funds from tax certiorari reserve of \$4.8 million
 - Can maximize Capital Reserve
 - now have \$2.8 million
 - opportunity to add \$2.2 million to get it to the maximum
 - Ask voters to approve capital project
- Current revenue budget allocates \$2 million to offset levy
- External auditor recommends that we develop a plan so that we don't have a one year correction that would impact future levies
 - Schedule of returning the money each year until we eliminate excess money

Discussion:

- High tax aid drastic reduction will cause additional reductions if we do not use carry over
 - Down 8% in State Aid, will cripple the District
 - Not the final State Budget
- Teacher Retirement System cost is increasing over \$1 million
 - Exclusion does not relieve the entire bill

- To lose that amount of aid in one year for our size budget is an enormous transition at a time when TRS is going up
- 22% OF DISTRICTS are showing a reduction in aid.
 - We have biggest reduction in aid in Ulster County
- On course with Budget timeline?
 - Meeting with Cabinet and have retirement incentives out
 - Already let 2 people know that there might be a cut
 - Assistant Superintendent for Business, Victoria McLaren and Superintendent Phyllis McGill have been meeting with all principals
 - Next meeting can come back with initial plans
 - working on high identification rate of special education students

8. Student Representative Report

- 8.01 Liza Tumen/Sean Hickey, the Student Representative to the Board will report (proposed 8:00)
Student Representatives were not present

9. Public/Student Comment

- 9.01 The public and students may comment on any agenda or non agenda item. (proposed 8:05 duration 10 min or more)
8:30
No public or student comment was made

10. Discussion and Possible Action

- 10.01 Approve Revised 12-13 Calendar (proposed 8:10)
Motion: BE IT HEREBY RESOLVED on recommendation by the Superintendent of schools that the Board of Education of the Onteora Central School District approve the revised 2012-2013 School Calendar.
Motioned By: Trustee Hickey
Seconded By: Trustee Osmond

- Previously was ½ day for elementary only, now is for MS/HS too
- Since approving the APPR there is a series of training needed for the teachers on the rubrics and how they will be observed

Results: Unanimous

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

- 10.02 Create Position (proposed 8:15)

Motion: The Board of Education hereby creates the following position: 1.0 FTE Temporary District Wide Assistant Principal to end 6/30/13

Motioned By: Trustee Osmond

Seconded By: Trustee McKeon

Results: Unanimous

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

10.03 First Reading of Policy 8440 Homework (proposed 8:20)

- Expectation part seems that it should be age appropriate
 - May not be reality
- Already have clear guidelines on homework
- Details will be outlined in regulation
- Purpose of the policy is to be clear that we expect homework to be meaningful and completed in a reasonable of time
 - Communicate these expectations
- Parents are becoming more informed about the Infinite Campus Parent Portal
 - Hold teachers accountable to keep grades up to date
 - Establish this practice
 - Requires consistency of teachers
 - part of regulation internally that teachers need to keep it up to date
 - Not a complete picture as to what is going on with students
 - Teacher web pages is another good resource for parents to check on homework
- Grades 5-12 teachers have directive to put grades in Infinite Campus
 - Grades K-4 not directed, but some use it
- Discussion on identifying communication tool in policy
- Can review policy in a year

~~20028440 Instruction SUBJECT: HOMEWORK~~

~~The Board of Education recognizes that a reasonable amount of independent study and preparation is necessary for the scholastic growth of pupils. It is also aware that the amount of preparation should increase as the child progresses through the grades.~~

~~Administrative regulations will be developed to address this policy.~~

2012 8440 Instruction SUBJECT: HOMEWORK

The Board of Education recognizes that a reasonable amount of independent study and preparation is an important component of the educational process, and holds the potential to support classroom instruction and further the primary goal of the educational program- the academic growth and achievement of every student.

MEANING

Homework consists of learning activities and tasks assigned by the teacher to be performed by the student primarily outside of the class by a defined date, without the direct supervision of the teacher. Homework assignments are used for a variety of purposes, such as to:

- Foster a love of reading and writing;
- Provide reinforcement, practice, application and enrichment of what is taught in class;
- Foster explicitly taught independent study skills
- Check for understanding of previously taught skills and concepts
- Foster the development of individual curiosity, inquiry, and imagination

TIME EXPECTATIONS

Time expectations and guidelines for how homework assignments will be weighted in grading shall be determined at the school building and will take into account the age-group and individual student level:

- developmental considerations (social/cognitive);
- time demands from other aspects of students' lives (i.e. music, sports, clubs, etc.);
- assignments from other courses of study.

Completion of thoughtful homework assignments may provide one indicator of student growth. The impact of homework on student grades is dependent on each course and its scope and content and should be communicated to both students and parents. Large amounts of repetitive homework should not be given.

Homework should not be used expressly as an indicator or measure of student behavior, or exclusively as a mechanism to teach responsibility and discipline.

COMMUNICATION of Policy**PRINCIPALS**

These guidelines shall be communicated to parents/guardians and students in the student/parent handbook, **AND** other appropriate forms of communication. The Building Principals will be responsible for ensuring that this

policy is communicated with all faculty, that guidelines are developed at the school site, and that issues that present themselves are addressed in accordance with this policy.

CLASSROOM TEACHERS

Teachers shall differentiate homework assignments to meet the individual needs of students when appropriate, and should be careful to assign homework that matches students' current skills and knowledge. Teachers should take into consideration students' access to educational and technological resources when developing and assigning homework, and assignments should be assessed by the teacher upon completion. Assignments should not be predicated on the assumption that parents/guardians will provide materials, resources, assistance, or direct instruction to their child.

Homework is an important vehicle for home-school communication. Schools should communicate to parents/guardians how to best provide a supportive environment for study and to assist their child to be successful, such as accessing school and community resources that can be helpful to the student when completing homework.

STUDENTS

Students are expected to give their best effort to complete the assigned homework fully and accurately within the grade-level timeframe outlined. If they cannot successfully complete the assignments students **AND/OR PARENTS** are expected **AND ENCOURAGED** to seek assistance from their teachers, and to inform teachers if they believe assignments or time demands from other teachers' merit consideration.

10.05 MOA between OTA and OCSD (proposed 8:30) 9:05

Motion: The Board of Education hereby approves the MOA between the Onteora Teachers Association and the Onteora Central School District regarding the stipend for HS Gifted and Talented Advisor.

Motioned By: Trustee Spencer

Seconded By: Trustee Hickey

Results: Unanimous

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

10.06 Side Letter of Agreement about Payment for In-service Course Work

Motion: The Board of Education, upon recommendation from the Superintendent of Schools hereby approves the Side Letter of Agreement dated 2/1/13

Motioned By: Trustee Kurnit

Seconded By: Trustee Spencer

Results: Unanimous

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

11. Consent Agenda

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

Motion: Approve consent agenda item numbers 11.02-11.05

Motioned By: Trustee Spencer

Seconded By: Trustee Osmond

Results: Unanimous

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

11.02 Personnel Agenda

APPOINTMENTS: INSTRUCTIONAL
PROBATIONARY APPOINTMENT

NAME	CERTIFICATION	TENURE AREA	EFFECTIVE DATES FROM – TO	SALARY/STEP	REMARKS
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Kelly, Bridgid* Students with Disabilities, 1-6, Special Education 02/19/13 – 02/18/16 1MA New position - WD
 Initial
***Pending pre-employment processing**

PART TIME APPOINTMENT

NAME	POSITION	EFFECTIVE DATE	SALARY/ FROM - TO	STEP	REMARKS
Malgieri, Marin*	0.6 FTE Math – MS/HS	02/06/13 – 06/30/13	1MA		Replaces J. Torok

***Pending pre-employment processing**

EXTRA DUTY STIPENDS 2012-2013 – RESCISSION

NAME	POSITION	AMOUNT
Lustberg-Goldbeck, Kay	Gifted/Talented Advisor – HS – RESCIND	\$2,216.00

EXTRA DUTY STIPENDS 2012-2013

NAME	POSITION	AMOUNT
Allison, Bridget	Sixth Teaching Assignment: English-Creative Writing (Revised amount due to start date of 01/28/13)	\$ 3,900.00
Baldwin, Rowena	Musical – Orchestra Director	\$ 777.00
Boyer, Erica	Chamber Ensemble Director	\$ 1,711.00
Gray, Tracy	Belleayre Bash Assistant Advisor (PRO-RATED)	\$ 303.61
Lustberg-Goldbeck, Kay	Gifted/Talented Advisor – HS (Revised amount per MOA)	\$11,500.00
Alexander, Brittany	Softball – Modified – Head Coach	\$ 1,185.00
Carroll, Molly	Softball – JV – Head Coach	\$ 2,927.00
Chartrand, Louis	Track – Spring – Head Coach (Girls)	\$ 4,736.00
	1 st Longevity	\$ 153.00
	2 nd Longevity	\$ 204.00
	3 rd Longevity	\$ 306.00
Fagan, Matthew	Baseball – Modified – Head Coach	\$ 1,185.00
Fein, Peter	Tennis – Varsity – Head Coach (Boys)	\$ 2,614.00
	1 st Longevity	\$ 153.00
	2 nd Longevity	\$ 204.00
	3 rd Longevity	\$ 306.00
Groeters, Michael	Track – Modified – Head Coach	\$ 2,283.00
Harder, William	Baseball – JV – Head Coach	\$ 2,297.00
Kocher, Michael	Baseball – Varsity – Head Coach	\$ 3,900.00
	1 st Longevity	\$ 153.00
LaFera, Nicholas	Track – Spring – Assistant Coach	\$ 3,205.00
Rushford, Michael	Track – Spring – Head Coach (Boys)	\$ 4,736.00
Thomas, Doris	Softball – Varsity – Head Coach	\$ 3,900.00
	1 st Longevity	\$ 153.00
Via, M. Scott	Baseball – Coach – UNPAID	\$ 0.00
Wise, Betsy	Track – Spring – Assistant Coach	\$ 3,205.00

PER DIEM SUBSTITUTES

NAME	POSITION	AMOUNT
Fagan, Matthew	Certified Substitute Teacher	\$95.00/day

APPOINTMENTS: NON-INSTRUCTIONAL

PROBATIONARY APPOINTMENT

NAME	POSITION/SCHOOL	PROBATIONARY PERIOD	SALARY/ STEP	REMARKS
Maloney, Paul*	Custodial Worker	02/11/13 – 08/10/13	Step 2	Replaces – M. Boland

***Pending pre-employment processing**

TEMPORARY APPOINTMENT

NAME	POSITION	EFFECTIVE DATE FROM – TO	SALARY	REASON
Dearden, Jessica	Temporary School Monitor - BN	02/06/13 – 06/30/13*	Step 2	Temporary position

***Approximate end date**

LEAVE OF ABSENCE: NON-INSTRUCTIONAL

EMPLOYEE NUMBER	EFFECTIVE DATE FROM – TO	REASON
#1051	12/17/12 – 02/01/13*	Medical Leave – Paid Family Medical Leave

*Extension of 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, #02/13, Confidential, as reviewed by Trustee Spencer

11.04 CORECTION- Increase Budget for insurance recoveries

Motion: The Superintendent recommends approval to increase the 2012-2013 budget for the insurance recoveries received from Utica National Insurance for repairs of the transformer and generator.

Utica National Insurance \$33,875.43

A1621.466-17 Building Repair \$17,905.41

A1620.426-16 (formally A1620.426-17) Fuel Oil \$15,970.02

11.05 Vehicle Bid

Motion: BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the award of the bid for Surplus Vehicles based on the bid documents of January 25, 2013 to the highest bidder, Fred Perry and Vincent J. Perry for the amount listed below:

1. 1989 GMC ¾ ton Stake Truck with Plow \$ 960.99
VIN # 1GTGK24K9KE519361

2. 1998 Chevrolet 1 ton Stake Truck with Plow \$ 2,200.99
VIN # 1GBJK34F9WF070251

Procedure: Place legal notice in the paper

- Interested parties can get specs, make appointment with Director of Facilities, Jared Mance to look at vehicle and get questions answered

12. **5 Minute Break

12.01 The Board will break for 5 minutes (proposed 8:40)
9:10

13. Committee Reports -5 min each

13.01 Audit Committee - Trustee Spencer to report. Next meeting is 4:30 at Central Administration on 3/4/13 (proposed 8:45)
9:15

Trustee Spencer reported:

- Met yesterday and majority of meeting spent on working on the charter
- Will be put it up for first reading and recommend it to the Board

13.02 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

13.03 Policy Committee - Trustee McGillicuddy to report. Next meeting is 9:30 at Central Administration on 3/4/13
Committee has not met since the last Board meeting

13.04 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

13.05 District Committee: Health and Wellness Committee. Next meeting is in Room 207 of the High School at 2:45 on 2/7/12 Room 207

Trustee Fletcher reported:

- Heavily focused on healthy food options and what is going on in general

13.06 District Committee: Technology - Superintendent McGill to report. Next meeting is in the Bennett Computer Lab at 4:00 on 2/19
Committee has not met since the last Board meeting

13.07 West Hurley Committee: Victoria McLaren to report. Next meeting is in the Woodstock School at 6:00 on 2/11/13
Committee has not met since the last Board meeting

14. Old Business

14.01 The Board will discuss Old Business (proposed 9:00)
9:20

Trustee Fletcher asked about the letter he created about late resolutions added at the NYSSBA convention but maybe miscommunication

- Told ahead of time at the convention that there would be 2 more resolutions, if voting delegates allow them to move forward.
- NYSSBA has in their bylaws that resolutions can be brought to the convention
 - i.e. for timely issues

15. New Business

15.01 The Board will discuss New Business (proposed 9:05)
9:25
In favor of officially use Google calendar?

Consensus for District Clerk to populate calendar

16. Request For Information

16.01 The Board will request information (proposed 9:10)
9:30

District Clerk to get the PDF of Community Mentor Program presentation

Trustee Fletcher asked if we have we had any instances where lack of transportation

was a deciding factor for students in the Community Mentor Program

Trustee McKeon asked if we are we turning away students because we don't have capacity in the Community Mentor Program – are there any unmet demands?

Trustee McGillicuddy asked:

- about the status of showing the “Dear Governor Cuomo” film which was scheduled for viewing during the Woodstock Film Festival but there was a conflict
- for the latest list of stipends

Trustee Kurnit asked on what are the stipend amounts based? For example, why is a track coach paid so much more than tennis coach or a softball coach?

17. Public Comment

17.01 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 or students comment was made

18. Adjournment

18.01 Adjourn Meeting. Next meeting is Tuesday, February 19, 2013 at Bennett (proposed 9:25)

Motion: The meeting is adjourned at 9:30

Motioned By: Trustee Spencer

Seconded By: Trustee Hickey

Results: Unanimous

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

Minutes Recorded By:
Fern Amster, District Clerk



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