

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## MINUTES

### REGULAR MEETING

6:00 p.m.

TUESDAY, OCTOBER 6, 2009

Middle School/High School

#### 1. Opening Items

##### **Information: 1.01 Call to Order**

Trustee McGillicuddy called the meeting to order at approximately 5:40 p.m.

##### **Information: 1.02 Tobacco Policy Statement**

##### **Information: 1.03 Pledge of Allegiance**

##### **Information: 1.04 Present**

Trustee McGillicuddy, Trustee Fletcher, Trustee Spencer, Trustee Hickey, Trustee Kurnit

##### **Information: 1.05 Also Present**

Superintendent Ford, Assistant Superintendent O'Brien, Interim Assistant Superintendent Gottlieb, District Clerk, Fern Amster, Student Representative Susie Sofranko and approximately 14 guests

##### **Information: 1.06 Not Present**

Trustee Osmond, Trustee Flayhan

##### **Information: 1.07 Also Not Present**

Assistant Superintendent McLaren

#### 1.5 Executive Session

Action: 1.15.01 It is anticipated that the Board will enter into EXECUTIVE SESSION at approximately 5:30 p.m. to discuss contracts, personnel, and negotiations.

It was moved by Trustee McGillicuddy and seconded by Trustee Fletcher to go into Executive Session at approximately 5:45 p.m.

The result of the vote was: Unanimous

Trustee McGillicuddy, Trustee Fletcher, Trustee Spencer, Trustee Hickey, Trustee Kurnit  
Not Present at Vote: Trustee Osmond, Trustee Flayhan,

Corey Cavallaro spoke at approximately 6:05.

##### **Action: 1.5.02 Return from Executive Session (proposed 6:00)**

It was moved by Trustee McGillicuddy and seconded by Trustee Fletcher to return to the Regular Meeting at approximately 6:50 pm.

The result of the vote was: Unanimous

Trustee Osmond, Trustee McGillicuddy, Trustee Fletcher, Trustee Flayhan, Trustee Spencer, Trustee Hickey, Trustee Kurnit

**Now Present:**

Trustee Osmond, Trustee Flayhan

**Trustee Osmond read the following statement:**

“Three of us are new to the Board within fourteen months, and four of us within less than six months. This Board all respects our teachers and staff. This summer, this Board replaced the negotiating attorney with our district attorney, who has decades of successful experience with Onteora. The two parties met last night (Monday), including our newly appointed attorney and three Board members who were at the table. We ask for patience and truly want to resolve these negotiations as quickly and fairly as possible.

There are many things in this district that we all agree upon, especially when it comes to the education and welfare of our students, and we would like to continue to have those productive conversations. We invite you to stay at our meeting and hear about these other matters, and the exciting things we are creating for the district.”

2. Acceptance of Minutes

**Action: 2.01 Acceptance of Minutes of September 22, 2009 (proposed 6:35)**

It was moved by Trustee Osmond and seconded by Trustee Spencer to accept the Minutes of September 22, 2009 with corrections.

The result of the vote was: Unanimous

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

3. Welcome Message

**Discussion: 3.01 Principal Gabriel Buono will give the welcome address (proposed 6:40)**

Principal Buono welcomed and thanked board for their service to the school district. He presented a card to the board for School Board Appreciation Week

- Math text book series is in – did have a glitch
  - 5th grade textbooks missing
  - using on line version of the textbooks
  - math is more engaging than its ever been because it is on the computer
- Starting Rosetta Stone – an after school language computer program

4. District News

**Information: 4.01 Superintendent Ford will report on district news: School Board Appreciation (proposed 6:50)**

6:55

- Superintendent Ford recognized School Board Appreciation with flowers and gifts and thanked the board for their hard work
- In the High School, 160 students came on Friday to watch films and meet celebrities for the Woodstock Film Festival
- In Phoenicia, it is NY Harvest week
  - They had a cooking demonstration by the governor’s chef - harvested vegetables from their garden and cooked them right there

- Sunday 10/25 Halloween Parade
- At the Middle School :
  - 10/24 is diversity day at Middle School, which includes character education
  - 7th grade field trip to Albany Museums to visit the Quadricentennial Exhibitions

#### 5. Student Representative Report

**Information: 5.01 The Student Representative to the Board, Susie Sofranko, will give a report at this time. (proposed 7:00)**

- great homecoming weekend - good weather
- many clubs came to raise money and the sports teams were there
- the dance was great

#### 6. Response to last meeting's Public/Student Be Heard

**Information: 6.01 The Board will respond to the last meeting's Public/Student Be Heard. (proposed 7:05)**

Corey Cavallaro – negotiations –

- see read response above

Wendy Wolfenson - redistricting elementary schools

- these are conversations, no plans, no detailed proposals, sprang out of concern for class maxed out at Woodstock

Sante E. Moesle – nurturing teachers at Phoenicia and Woodstock.

- Trustee Osmond thanked Mr. Moesle for his comments

#### 7. Student Comment

**Information: 7.01 Students may comment on any agenda or non-agenda items at this time. (proposed 7:10)**

No student comment was made

#### 8. Public Comment

**Information: 8.01 The public may comment on any agenda or non-agenda items at this time. (proposed 7:20) Corey Cavallaro Negotiations**

No public comment was made at this time

#### 12. Consent Agenda

**Action (Consent): 12.01 Approval of Consent Agenda (proposed 10:20) 12.02 - 13.03**

7:15

It was moved by Trustee Spencer and seconded by Trustee Hickey to approve consent agenda item numbers 12.02 through 13.03.

The result of the vote was: Unanimous

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

**Action (Consent): 12.02 Instruction – Approval of Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations, Schedule U, #1009, Confidential, as reviewed by Trustee Fletcher for Trustee Osmond.**

**Action (Consent): 12.03 Personnel Agenda**

**RESIGNATION(S): ADMINISTRATIVE**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
O'Connor, Jennifer	Assistant Principal – HS	November 1, 2009	To accept MS principal position

**APPOINTMENTS: ADMINISTRATIVE**  
**PROBATIONARY APPOINTMENT**

NAME	CERTIFICATION	TENURE AREA	PROBATIONARY DATES	SALARY STEP	REMARKS
O'Connor, Jennifer	School District Administrator	Principal	11/2/09 – 11/1/12	\$103,500	Replaces A.Davenport

**APPOINTMENTS: INSTRUCTIONAL**  
**EXTRA DUTY STIPENDS**

NAME	POSITION	AMOUNT
Clark-Barringer, Stephanie	Student Affairs Council – MS	\$1,740
Chartrand, Louis	Wrestling – Varsity – Head Coach	\$4,375
Cytryn, Herbert	Skiing – Varsity – Head Coach (Boys)	\$2,705
Godfrey, Diane	Yearbook Advisor – MS	\$1,480
Gale, Wyatt	Wrestling – 7/8 grade – Assistant	\$1,776
Haggerty, Michael	Skiing – Varsity – Head Coach (Girls)	\$2,705
Haug, Margaret	SADD Advisor	\$725
Hoyt-Friedman, Jacob	Basketball – J.V. (Boys)	\$3,343
Johnson, Jaimy	Basketball – Varsity – Head Coach (Girls)	\$4,375
McCasland, James	Track – Cross Country – Assistant	\$312
Occhi, Andrew	Basketball – Varsity – Head Coach (Boys)	\$4,375
Pezzello, Eric	Wrestling – J.V. – Assistant	\$3,090
Shultis, Mary	GSA: Gay-Straight Alliance Club – Co-Advisor	\$867

**PER DIEM SUBSTITUTES**

NAME	POSITION	AMOUNT
Zygmunt, Debra	Certified Substitute Teacher	\$95/day
Zygmunt, Debra	Certified Substitute Teaching Assistant	\$10/hr

**RESIGNATION(S): NON-INSTRUCTIONAL**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Silverman, Carol	Typist – HS	November 2, 2009	Retirement

**LEAVE OF ABSENCE: NON-INSTRUCTIONAL**

EMPLOYEE NUMBER	EFFECTIVE DATE FROM – TO	REASON
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#2378	9/15/09 – 10/19/09	Medical – Paid Family Medical Leave
#2378	10/20/09 – 11/15/09	Medical – Unpaid Family Medical Leave

**APPOINTMENTS: NON-INSTRUCTIONAL**  
**PROBATIONARY APPOINTMENT**

NAME	POSITION/SCHOOL	PROBATIONARY PERIOD	SALARY/STEP	REMARKS
*D'Aprile, Debra	Account Clerk/Typist	10/7/09 – 4/7/10	\$25,000	Replaces L. Crispell

\*Pending pre-employment processing

**PER DIEM SUBSTITUTES**

NAME	POSITION	AMOUNT
Harkin, Karen	Uncertified Substitute Teaching Assistant	\$9/hr
Harkin, Karen	Substitute Clerical Worker	\$9.50/hr
Harkin, Karen	Substitute Food Service Worker	\$9/hr
Silverman, Carol	Substitute Clerical Worker – retiree	\$13/hr
Silverman, Carol	Uncertified Substitute Teaching Assistant	\$9/hr
Silverman, Carol	Substitute School Monitor	\$9/hr

13. Consent Agenda/Business and Finance

**Action (Consent): 13.01 Approve reduction of liability reserve for Arris litigation**

Whereas, the Reserve for Property Loss was set up to cover the costs associated with the Arris litigation.

Whereas, the district has contracted with Nautilus Consulting, LLC to handle services in reference to the Arris litigation.

Be it hereby resolved, that the Board of Education, upon recommendation of the Superintendent of School, authorizes the payment of the Nautilus Consulting, LLC contract totaling \$77,500 from the Reserve for Property Loss.

**Action (Consent): 13.02 Surplus Equipment**

BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District declare the 1993 Chevrolet truck VIN # 1GBJK34F7TE197694 as surplus and authorizes the sale of this item at the Ulster County BOCES Auction to be held on October 24, 2009.

**Action (Consent): 13.03 Warrant Schedule**

BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District declare the 1993 Chevrolet truck VIN # 1GBJK34F7TE197694 as surplus and authorizes the sale of this item at the Ulster County BOCES Auction to be held on October 24, 2009.

9. Old Business

**Discussion: 9.01 How to proceed with Speaker Series (proposed 7:40)**

7:30

The board discussed the different formats and types of speakers they can have.  
Trustee Osmond will do what she can to start the process

**Discussion: 9.02 Board Acknowledge student achievement: How will this be achieved?  
What criteria will be used? (proposed 7:50)**

7:40

Trustee Fletcher discussed acknowledging all the good work Onteora Central School District students are doing

The board decided the district personnel should pass onto Superintendent Ford, who will pass it on to the board

**Discussion: 9.03 Email options for board (proposed 8:00)**

7:45

it was decided to have BOE email forwarded to the board's individual Onteora addresses, and they will forward mail to their private email addresses

**Discussion: 9.04 Budget concerns - which direction should the budget be built?  
(proposed 8:10)**

7:55

Superintendent Ford explained the issues with building a budget:

- Need to consider mid year cuts from governor's budget
- give Superintendent's Cabinet some direction

Discussion about different aspects of the budget this year. Interim Assistant

Superintendent Gottlieb explained

- goal is to provide best educational program for students while being concerned about tax payers
- put expenditure side together, look at property tax - proposal is too high
  - give administration direction on where to cut - something will be affected

The Board would like to

- look back at past year budget where leftover money not being spent
- only spend money that's appropriate and necessary
- see hypothetical budget and be able to plug in numbers
- participate in NYSSBA meeting - sit with other regional group of school board during BOCES board meetings

8:20

**Surveys:**

- Superintendent Ford recapped the survey information from the other meetings
- Board discussed surveys in print (in the newsletters) and/or online
- Put a question a week on the web site
- Trustee Osmond suggested a 2 prong approach newsletter and link on line
  - Can have link if want to see the full survey click here
- Newsletter closes 10/21 2 weeks board meeting - just go ahead with newsletter
  - Get 5 pressing questions for October newsletter- consensus
  - Trustee Osmond to write one question and send in to other board members
  - Put in newsletter, if you would like to be on our email list, email

[districtclerk@onteorak12.ny.us](mailto:districtclerk@onteorak12.ny.us) with your email address

**Discussion: 9.05 FIVE MINUTE BREAK (proposed 8:20)**

10. New Business

9:00

Trustee Osmond discussed safety issues on BOCES buses  
Director of Transportation David Moraca reported on the problems with the referral system and with communication with BOCES.

PBIS (Positive Behavior Intervention Support) will help the situation because drivers will know exactly what to do

Discussion about cameras and monitors on the buses ensued.

**Action: 14.02 Additional Information needed from transportation for class size research (proposed 10:35)**

Trustee Kurnit asked for 6th grade information for next year.

**Action: 11.01 Report by the External Auditor Mike Rossi from West & Company (proposed 9:15)**

9:30

Mike Rossi, the External Auditor presented the 2008-2009 External Auditor's report

9:50

It was moved by Trustee Osmond and seconded by Trustee McGillicuddy Resolved to accept the External Auditor's report for 2008-2009 school year.

The result of the vote was unanimous:

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

**Report: 11.011 Audit committee response to the External Auditor report (proposed 9:35)**

9:50

Audit committee chairman Sante E. Moesle reported that the Audit committee recommends that the board accepts the external auditor's report

9:55

**Discussion: 10.01 Grant Team options: who, what, where, when (proposed 8:25)**

9:55

Grant team options:

- PTAs to get grants for their schools
- Use parents who are grant writers

**Discussion: 10.02 Monthly Message from board president on web site (proposed 8:35)**

10:00

Trustee Osmond will write a monthly message from the Board of Education President and post on the Onteora web site

- things we can truly be proud of
- things discussed at meetings

**Discussion: 10.03 Possible Presentation on International Baccalaureate: in what format? board presentation or speaker series. (proposed 8:45)**

Have them come in and make presentation on positive impact of community then make decision. Do presentation as panel discussion. Red Hook works with Bard on their International Baccalaureate.

**Action: 10.04 Purchase books for school board library (proposed 8:55)**

10:00

It was moved by Trustee Osmond and seconded by Trustee Hickey Resolved to purchase the books listed for \$97.95 plus shipping:

Team Leadership for Student Achievement \$16  
Aligning Resources for Student Achievement \$12  
Key Work of School Boards: A Guidebook \$20  
Collective Bargaining \$49.95  
\$97.95

Also buy one copy of becoming a better board member for \$32.

The result of the vote was: Unanimous

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

**Discussion: 10.05 Auditorium Technician stipend (proposed 9:05)**

10:10

Superintendent Ford reported that:

- community wants to use auditorium as well
- someone should be present during all performances to oversee the technical aspects, due to the money spent on equipment

The board discussed building the cost of the person into cost of rental. Superintendent Ford responded that she will discuss that with the attorney.

**Discussion: 10.06 Audit Committee Charter (proposed 9:10)**

10:15

Trustee Osmond reported that the attorney said that there is a bullet point that should be stricken.

Trustee Osmond felt it was better to change it to any "fiscal" matters.



She also noted that the charter needs to state that a chair must be elected each year. Trustee Hickey noted that the final page of the charter states that the Audit Committee must revisit their charter and report to the Board of Education

It was motioned by Trustee Osmond and seconded by Trustee Hickey:  
The Board of Education requests the Audit Committee to revise their charter to the following specifics:

- under reporting requirements so that the final bullet point reads “ report on any other fiscal matter that the committee believes should be disclosed to the Board of Education” and
- under administrative matters adding a third bullet point, “hold an annual election of chairperson to be done at the first meeting of the school year.”

The result of the vote was: Unanimous

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

#### **Discussion: 10.07 Which 2 board members to attend NYSSBA Conference Next week**

It was decided that school board members will contact District Clerk, Fern Amster

10:25

District Clerk, Fern Amster explained what happened with the union in the beginning of the meeting.

The Board decided to put Trustee Osmond's message to the union (read at the beginning of the meeting) on the front page of web site.

The Board discussed addressing that Onteora Teachers Association President Corey Cavallaro took control of the meeting

Ask the attorney to respond to this.

10:35

Trustee Fletcher discussed bringing news to the community

Trustee Fletcher discussed modified cross country having no coach. Suggested that when a situation such as this comes up, reach out to community more to get someone to come forward.

Trustee McGillicuddy asked about the webmaster position: how many hours per week? Superintendent Ford responded that stipends have no set hours.

Trustee Hickey asked about the buses bringing back children from the Indie program. Superintendent Ford responded that the district does not provide transportation from any of the after school programs in the district.

#### 11. Reports/Presentations

**Report: 11.04 District Report Card report by Assistant Superintendent O'Brien and Principal Schnell (proposed 9:45)**

Assistant Superintendent O'Brien and Principal Schnell will give the board the information and get feedback for next meeting.

**Report: 11.05 FIVE MINUTE BREAK (proposed 10:15)**

14. Discussion and Possible Action

**Action: 14.01 Performance Contracts - discuss direction in which to pursue (proposed 10:25)**

10:55

Superintendent Ford explained that a NYSERDA grant is being worked on for an energy audit and part of the performance contract will be for an energy audit. Should they stop the grant work and go for the performance contracts?

The board asked Superintendent Ford to continue with NYSERDA and put out RFP for energy audit because Atlantic Energy said they would work with NYSERDA grants.

15. Committee Reports - 5 minutes each

**Information: 15.01 Audit Committee - Trustee Spencer to report - next meeting 11/9 at 3:30 Central Conference Room (proposed 10:45)**

11:07

Sante E. Moesle read the recommendations from the Audit Committee to the board

11:13

**Information: 15.02 Communication Committee - Trustee McGillicuddy to report - next meeting 10/26, 5:35 Central Administration Conference Room**

11:14

Trustee McGillicuddy stated that the committee discussed the calendar, web site, dissemination of good news. They would like more people on the committee Meetings will be 1<sup>st</sup> Monday of each month

**Information: 15.03 Facilities Committee - Trustee Flayhan to report - next meeting 11/2, 3:30 Central Administration Conference Room**

11:16

Trustee Flayhan reported that there were 8 members present, she is the chair. They discussed

- RFP Director of Facilities and Operations, Jared Mance gave sample RFP
- NYSERDA grant - need engineer or architect
- Building conditions survey (BCS) every 5 years you have to redo it
  - hire an architect to do it

**Information: 15.04 Green Committee - Trustee Osmond to report - next meeting 10/7, 2:40 High School Conference Room**

Trustee Osmond stated that they have not met yet – will meet tomorrow.

**Information: 15.05 Policy Committee - Trustee Osmond/McGillicuddy to report - next meeting 10/13, 9:00 Central Administration Conference Room**

11:21

Trustee McGillicuddy reported that they prioritized list of policies

- student cell phone use
- audit committee
- class size
- ECA
- policy for art in the school

next meeting 10/13 9am

**Information: 15.06 Arts Task Force - Trustee Fletcher to report - next meeting Oct. 15 4pm in Room 115 of HS**

11:22

Trustee Fletcher reported that the Arts Task Force will meet 10/15

**Information: 15.07 District Committees: Technology - Superintendent Ford to report - next meeting- 10/19 at 4 pm Central Administration Conference Room Health and Wellness Committee - Assistant Superintendent O'Brien to report - next meeting - 10/22, at 8 am Central Ad**

11:23

Assistant Superintendent O'Brien reported that the Health and Wellness committee met:

- Athletic Director Nick Millas gave an overview of physical education
- Food Services director Christine Downs discussed the menu
- Health teacher Peg Haug discussed health education
- Sub committees were developed

Next meeting 8am 10/22

11:24

16. Board Members Requests for Information

**Information: 16.01 Board members may request information at this time. (proposed 11:15)**

11:25

Trustee Fletcher requested class list enrollment

Assistant Superintendent O'Brien reported that Guilderland school district does not use the class size policy that the board saw

17. Public Be Heard

**Information: 17.01 The public may comment on agenda items at this time. (proposed 11:20)**

11:28

Sante E. Moesle – Audit committee warnings

18. Adjournment/Next Meeting

**Action: 18.01 Meeting Adjourned (proposed 11:25)**

It was moved by Trustee Osmond and seconded by Trustee Spencer to adjourn the meeting at approximately 11:30

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The result of the vote was: Unanimous

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