ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION
BOICEVILLE, NEW YORK 12412

WORKSHOP MEETING& BUDGET HEARING

MINUTES 6:00 p.m.

TUESDAY, MAY 7, 2019
WOODSTOCK SCHOOL

1. Opening Items

1.01 Call to Order 6:00
1.03 Pledge of Allegiance
1.04 Roll Call

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

2. 2019-2020 Budget Hearing

2.01 2019-2020 Budget Hearing (proposed 6:00)

- 2019-2020 budget increase of $1.8 Million or 3.28%
- Proposition to use $6.16 million in Capital Reserve for Capital Project
- 2019-2020 tax levy is a $1.2 million increase or 2.95%
- In budget is a 5 year transportation contract which will begin July 1st
- Budget is 83.92% program driven, 7.22% administrative 8.85% capital
- If budget does not pass, can go out for a second vote, if it does not pass, would not be able to raise taxes and look a $1.3 million reduction to budget
- On the ballot:
  - Proposition #1: $57,403,497 Expenditure Budget
  - Proposition #2: Proposition to use $6,160,000 of money from the Capital Reserve to fund a project that would address ADA compliance issues at the MS/HS, improve the field hockey/baseball field at the MS/HS and partially replace the roof at Bennett Elementary
- Voting for 2 Open Board Seats 3- year terms starting July 1, 2019
- No longer voting in West Hurley
- Voters can vote at any polling place: Woodstock School, Phoenicia School, Bennett School

No one spoke at the Hearing

5. Welcome

5.01 Woodstock Principal, Scott Richards will welcome the Board

- Newsletter out to parents with only dates – very busy month
- Building goal on perseverance – what do they do when they get stuck instead of giving up
  - Building Leadership Team talking with other teachers, created a mindfulness wall to help children – sensory, thinking inside yourself how strong you are
- Sensory path in 3rd grade wing – students can use it to refocus, regroup – outside MAPS class – open to all students
- Matt Savatgy worked with students on plant adaptation – how plants, animals adapt- part of science curriculum
- Science room – hatching chickens (donation from parent) and tower garden

with tomatoes-testing tomatoes to see which grows best with soil or tower garden
- Added a buddy bench – still have a Woodstock playground committee to work on playground– meet every 2 months
    - Also painting games on playgrounds
- Rebuilt garden beds with volunteers
- Yoga residency with K-3 – tie into building goal and mindfulness
- Reading teachers Andrew Vail and Nicole Polacco work with students to plant the front garden

3. Executive Session

3.01 Enter executive session (proposed 6:15 duration 90 min)

Recommended Action: Motion to enter into executive session to discuss the raise for Confidential Managerial Staff and District Treasurer and to meet with the attorney at 6:20
Motioned: Trustee Osmond
Seconded: Trustee Shands
Result: Unanimous
Yea: Trustee Salem, Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Shands, Trustee Ratcliff, Trustee Warren

3.02 Exit Executive Session and Return to Public Session (proposed 7:45 pm)

Recommended Action: Motion to exit executive session and return to public session at 8:00
Motioned: Trustee Storey
Seconded: Trustee Kurnit
Result: Unanimous
Yea: Trustee Salem, Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Shands, Trustee Ratcliff, Trustee Warren

No Longer Present

Trustee Shands left at approximately 8:00

4. Acceptance of Minutes

4.01 Acceptance of Minutes (proposed 7:50)

Recommended Action: The Board of Education hereby accepts the minutes of the April 24, 2019 Board Meeting
Motioned: Trustee Ratcliff
Seconded: Trustee Osmond
Result: Unanimous
Yea: Trustee Salem, Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Warren
Not Present: Trustee Shands

6. Superintendent District News

6.01 The Superintendent will report District News (proposed 8:05)

- Meet Greet and Eat was a resounding success last week; thank you to all that contributed; including staff, volunteers, students and local restaurants

  - The food was amazing and really showcased the incredible options we have locally
  - Silent auction was even bigger than in the past
- Sweeney Todd production was fantastic
- The Ulster BOCES Career and Technical Education graduation will be on June 18th
  - One of our students is the valedictorian this year – Spencer Estes
  - Is a conflict with a Board meeting evening
- We began our centralized Kindergarten screening this week and it is going incredibly well.
  - Several of our teachers have noted that they really like this new process
  - Also fortunate to have the Lions Club providing free vision screenings for our incoming Kindergarteners
- Today is National Teacher Appreciation Day

As Onteora continues to be recognized for our outstanding students and programs, I wanted to take a moment to thank all of the staff that contribute to providing such an amazing educational experience for our students. Teachers play a role in the lives of children that no one else can and most students, if they are lucky, can name a special teacher or two, but in Onteora, I am certain that each student could recite a long list of individuals that have inspired them throughout their journey to adulthood. Thank you for all that you do!

- The rankings of High Schools in New York have been released and we are now ranked higher than all other districts in Ulster County
  - Now ranked as 173rd in the state

Onteora	**173**
New Paltz	204
Wallkill	372
Highland	442
Rondout	561
Saugerties	569
Kingston	572
Ellenville	904-1204

Update on Athletics:

- Athletic Awards night is May 30th at 6pm in the High School Auditorium
  - Ceremony will recognize our JV/V Athletic Teams/Athletes
- Ice cream sundae celebration for our Middle School Athletes during the school day in the beginning of June
- May 20th - MHAL Scholar-Athlete Breakfast at the Poughkeepsie Grand
- Homecoming Fall 2019 is scheduled for Saturday, October 19th
- Honoring several seniors (Noah Kight, Ethan Nolan, Felicia Ojarvorsky and Cecilia Mallett) who will be signing letters of intent to compete athletically at the collegiate level

Discussion:

- CTLE graduation conflicting with Board meeting
  - Need addendum to the Board schedule to change it
- Retirees and tenure at this meeting

7. Student Representative Report

7.01 Student Representative, Satch Sumner-Waldman will report to the Board

Student Representative was not present to give the report

8. Board District News

8.01 The Board will report District News (proposed 7:10)

Trustee Ratcliff reported that Sweeny Todd was fantastic – do whatever Board can do to support the music and arts program

Trustee Kurnit reported:

- Meet, Greet and Eat was wonderful
- Sweeny Todd was wonderful – was always an advocate for a musical a year

Trustee Salem reported seeing the students cheer the performers in Sweeny Todd makes it wonderful to let these things happen

9. Acknowledge Public Be Heard Comments

9.01 The Board will acknowledge the public be heard comments from the last meeting
Grace Hallinan, Melissa Thongs, Danah Chaifetz, Lisa Phillips, Bob Bloomer, Eva Donato, Natalie Horberg

10. Public and Student Comment

10.01 Public and Students may comment on any agenda or non-agenda item (proposed 8:15 duration 10 min or more)

No public or student comment was made

11. Discussion & Possible Action

11.01 Approve 2019-2020 School Calendar (proposed 8:25)

Recommended Action: The Board of Education hereby approves the calendar for the 2019-2020 school year.
Motioned: Trustee Storey
Seconded: Trustee Osmond

- After draft is complete, sent to all unions
    - Starts early and ends late, was able to:
        - Maintain Wednesday before Thanksgiving off
        - Monday after Easter off
        - 8 snow days
    - Parent/Teacher Conference Day on Election Day

Result: Unanimous
Yea: Trustee Salem, Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Warren
Not Present: Trustee Shands

11.02 Donation

Recommended Action: The Superintendent recommends acceptance of a donation totaling $100.00 CASH, from Central Hudson to support Health & Wellness specifically for the 2019 Onteora Senior Class Belleayre Bash. The Superintendent recommends approval of the following donations: $100.00 from Central Hudson
Motioned: Trustee Storey
Seconded: Trustee Osmond
Result: Unanimous
Yea: Trustee Salem, Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Warren

Not Present: Trustee Shands

11.03 Approve Side Letters of Agreement for Snow Day Give Back

Recommended Action: The Board of Education hereby approves the Side Letters of Agreement for Onteora Administrators Association, Onteora Non-Teaching Supervisors Association and the Onteora Non-Teaching Employees Association regarding snow day give back.
Motioned: Trustee Kurnit
Seconded: Trustee Ratcliff
Result: Unanimous
Yea: Trustee Salem, Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Warren
Not Present: Trustee Shands

12. Board Discussion on Selected Topics

12.01 The Board will discuss Start Times, led by Trustee Ratcliff (proposed 8:30 duration 20 min)

8:15

- Discuss health-based evidence that start time for HS should be later
    - Numerous studies from CDC, American Pediatrics, 2020 Vision from UC School Board
- Evidence shows that academically this is in the interest of students to grow better, score better, learn more and have healthier lives
- Not considering it right now and need to
- Look at several things- budget implications, education, extra-curricular activities, facilities, community (jobs and childcare)
    - Start time now is right in the middle of MHAL among Ulster schools
- Was a past Board goal - 2 main issues were transportation and athletics
    - A committee was looking at starting at 8:30, students would miss academics and MHAL will not move time of games
- New Paltz moved to 8:00 –use block scheduling
    - Consider making it 20 minutes later - would make a big difference
- Athletes would have to leave class early and have 10 less minutes to warm up
- Is there an impediment to moving start times 20 minutes later?
- Board, Superintendent, Shared Decision Making (SDM) committees and community need to start discussing moving start times later and to what time
- Faculty members and parents on SDM can speak up

12.02 The Board will discuss the District Shared Decision Making (SDM) Team and the District Vision (proposed 8:50 duration 20 min)

8:35

What role the SDM should take in the formation of District Vision?

- More parents should be involved – need one parent from each school
- SDM committee members were enthusiastic to work with Board to rewrite the vision statement – will go back to constituent groups and gather input
    - Bring input back to Board and be part of crafting of statement
    - Trustee Salem asked that the SDM look at the District Vision
- Original vision and mission were written by SDM in the past, current ones were

written by the Board
- SDM should review make up and make sure they are truly representing the entire district – community, students, teachers, unions

13. **Break**

13.01 The Board will take a break at 8:45

14. Policies

14.01 First Reading of Policy 1335 Claims Auditor (proposed 9:15)

Motion to waive second reading of Policy 1335
Motioned: Trustee Osmond
Seconded: Trustee Storey
Result: Unanimous
Yea: Trustee Salem, Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Warren
Not Present: Trustee Shands

Motion to adopt Policy 1335 as written
Motioned: Trustee Ratcliff
Seconded: Trustee Kurnit
Result: Unanimous
Yea: Trustee Salem, Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Warren
Not Present: Trustee Shands

Replaced with NYSSBA policy 6650

2019 1335 By-Laws **CLAIMS AUDITOR**

The Board of Education will designate and appoint a claims auditor for the district. The claims auditor shall serve at the pleasure of the Board. The claims auditor shall report directly to the Board.

No person shall be eligible for appointment to the office of Claims Auditor who shall be:

- A member of the Board of Education
- The clerk or treasurer of the Board
- The Superintendent of Schools or other official of the district responsible for business management
- The person designated as purchasing agent
- Clerical or professional personnel directly involved in accounting and purchasing functions of the district
- The individual or entity responsible for the internal audit function
- The independent auditor responsible for the annual external audit
- A close or immediate family member of an employee
- Officer or contractor providing services to the district.

For purposes of this policy, a close family member shall be defined as a parent, sibling or nondependent child, and an immediate family member shall be defined as a spouse, spouse equivalent, or dependent (whether or not related).

The claims auditor is responsible for formally examining, allowing or rejecting all accounts, charges, claims or demands against the school district. The auditing process should determine:
that the proposed payment is for a valid and legal purpose;

1. that the obligation was incurred by an authorized district official;
2. that the items for which payment is claimed were in fact received or, in the case of services, that they were actually rendered;
3. that the obligation does not exceed the available appropriation; and
4. that the submitted voucher is in proper form, mathematically correct, does not include previously paid charges, and is in agreement with the purchase order or contract upon which it is based.

The claims auditor shall provide periodic written reports as may be requested by the Board.

Cross-ref: 6680, Internal Audit Function

Ref: Education Law §§1604 (35); 1709(20-a); 1724; 2509; 2526; 2554(b)
8 NYCRR § 170.12(c)
Matter of Levy, 22 EDR 550 (1983)

14.02 First Reading of Policy 1410 Policy

Motion to waive the second reading of Policy 1410
Motioned: Trustee Osmond
Seconded: Trustee Storey
Result: Unanimous

- Discussion about removing language that Board members will receive Policy Manual

Yea: Trustee Salem, Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Warren
Not Present: Trustee Shands

Motion to adopt Policy 1410 as written
Motioned: Trustee Storey
Seconded: Trustee Ratcliff
Result: Unanimous
Yea: Trustee Salem, Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Warren
Not Present: Trustee Shands

Combines policy 1410 & 1420, adds language from NYSSBA

~~2015~~ 2019 **1410 By-Laws** POLICY

The Board of Education shall reserve to itself the function of providing guides for the discretionary action of those to whom it delegates authority. The Superintendent shall act as an advisor to the Board in the adoption and approval of written Board policies. The Board shall seek input from the staff and community where appropriate. These guides for discretionary action shall constitute the policies governing the operation of the School System.

The formulation and adoption of these written policies shall constitute the basic method by which the Board of Education shall exercise its leadership in the operation of the School System. The study and evaluation of reports concerning the execution of its written policies shall constitute the basic method by which the Board of Education shall exercise its control over the operation of the School System. The Board may appoint a policy committee however, such committee does not absolve the Board of its responsibility in the formulation and adoption of policy.

Any member of the Board, district, staff, students, parents, district taxpayers, or other member of the public may identify policy issues

The adoption of a written policy shall occur only after the proposal has been moved, discussed and voted on affirmatively at two (2) separate meetings of the Board of Education (i.e., the "first reading" and the "second reading"). The policy draft may be amended at the second meeting. By a majority vote, the Board may waive the "second reading" and complete the adoption of the proposed policy at its "first reading".

The formal adoption of written Board policy shall be recorded in the official minutes of the Board. Such written Board policy shall govern the conduct and affairs of the District and shall be binding upon the members of the educational community in the District.

It shall be the Board's responsibility to keep its written policies up-to-date so that they may be used consistently as a basis for Board action and administrative decision.

The Superintendent shall promptly inform the Board of all policies that are out-of-date due to changes in the law or for other reasons appear to need revision.

~~Communication of Policy~~

~~**The Board of Education Policy Manual is a public document containing decisions and guidelines that are important to the entire District and community. Staff and community members are encouraged to be familiar with the contents of the manual. To this end, copies of the manual will be available in each of the school buildings as well as in the Central Office and on the District website. Additionally, information on new and updated policies will be sent to staff and to the media for public knowledge.**~~

Updating of Existing Policy

The Board shall evaluate the effect of its policies and the manner in which they have been implemented by the administration on a special basis. In such evaluation, the Board may call upon staff, students and community.

The Board directs the Superintendent to bring to its attention any policy areas in need of revision or new development.

~~**At the last meeting of the Board of Education in July of each year, newly elected Board members will be given an updated policy manual prepared by the District Clerk. Other members of the Board of Education will be given updates from time to time.**~~

Developing New Policies

In formulating new policies, the Board shall refer to policy 1411.

The Board shall delegate to the Superintendent the function of specifying required actions and designing the detailed arrangements under which policy will be administered. These rules and detailed arrangements shall constitute the administrative regulations governing the schools. They must in every respect be consistent with the policies adopted by the Board. The Board shall be kept informed periodically of changes in administrative regulations.

Communication of Policy and Regulation

The Board of Education Policy Manual and accompanying regulation is a public document containing decisions and guidelines that are important to the entire District and community. Staff and community members are encouraged to be familiar with the contents of the manual. To this end, copies of the manual will be available in each of the school buildings as well as in the Central Office and on the District website. Additionally, information on new and updated policies will be sent to staff and to the media for public knowledge.

Education Law Sections 1604(9) and 1709(1) and (2); REF Policy 1411 – Development of New Policies - Procedure

14.03 Rescind Policies 1420 (incorporated into 1410), 1336, 1337 & 1338 (non-essential)

Recommended Action: The Board of Education hereby rescinds policies 1420, 1336, 1337 and 1338
Motioned: Trustee Storey
Seconded: Trustee Ratcliff
Result: Unanimous
Yea: Trustee Salem, Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Warren
Not Present: Trustee Shands

15. Independent Contract Retainers

15.01 Approve All Independent Contract Retainers (proposed 9:20)

Recommended Action: The Board of Education hereby approves the Independent Contract Retainers in items 15.02 - 15.03
Motioned: Trustee Ratcliff
Seconded: Trustee Storey

- ICR is starting before this Board meeting

Result: Unanimous
Yea: Trustee Salem, Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Warren
Not Present: Trustee Shands

15.02 ICR - Dias

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 Aaron Dias as a Yoga Instructor from May 6, 2019 to May 10, 2019 a rate of $800.00 for 5 days to a maximum of $800.00, at Woodstock Elementary School and authorizes the Superintendent to sign such an agreement.

15.03 ICR Diedhiou

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 Moustapha Diedhiou as a Diversity Day Assembly Performer on May 17, 2019 a rate of $1,200.00 per program to a maximum of $1,200.00, at the Middle School and authorizes the Superintendent to sign such an agreement.

16. Consent Agenda

16.01 Approve Consent Agenda (proposed 9:25)

Recommended Action: The Board hereby approves item numbers 16.02 - 16.05
Motioned: Trustee Storey
Seconded: Trustee Ratcliff

- Budget transfer is for special BOCES services, remove science

Result: Unanimous
Yea: Trustee Salem, Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Warren
Not Present: Trustee Shands
Abstain: Trustee Ratcliff

16.02 Personnel Agenda

EXTRA DUTY STIPENDS

NAME	POSITION	AMOUNT
Bucher, Donald	AIS/Earth Science (After School) Split w/Morganstern-Perl	$1,002.00
Cook, Debra	AIS/Living Environment (After School) Split w/Via	$1,002.00
Curlew, Alicia	AIS/Instructor (After School) 2 (Global History)	$2,004.00
*Douglas, Jean	DECA Advisor (pro-rated for 9/1-4/12/2019)	$3,397.53
Goho, Colette	DECA Advisor (pro-rated for 4/15-6/26/2019)	$1,064.77
Morganstern-Perl, Lisa	AIS/Earth Science (After School) Split w/Bucher	$1,002.00
Via, M. Scott	AIS/Living Environment (After School) Split w/Cook	$1,002.00

*Revised ending date

LEAVE OF ABSENCES: NON-INSTRUCTIONAL

EMPLOYEE NUMBER	EFFECTIVE DATE FROM - TO	REASON
3986	3/18/19-4/12/19	Unpaid FMLA –amended dates
3239	9/21/18-6/6/19	Extend Unpaid Medical
2134	4/11/19-5/21/19	Paid FMLA

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

NAME	POSITION	PROBATIONARY DATE	PERMANENT DATE
Link, Margaret	Typist	11/13/2018	5/13/2019

16.03 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, #5/19, Confidential, as reviewed by Trustee Ratcliff

16.04 Budget Transfer

Recommended Action: The Superintendent recommends the transfer of funds for BOCES budget codes due to increase in annual special education services ~~and science curriculum.~~

Transfer	Amount	From Budget Code	Description	To Budget Code
$245,000.00	A2250.472-09	Tuition Private Schools	A2250.490-09	BOCES Services
$127,000.00	A2250.472-09	Tuition Private Schools	A2110.490-09	BOCES Services

16.05 Surplus Items

Recommended Action: BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District declare the Electronics with the Fixed Assets Tag Number on the attached list as surplus and authorizes the disposal of these items.

17. Committee Reports - no committees met

18. New Business

18.01 The Board will discuss New Business (proposed 9:30)

9:00

If budget does not pass – will not be using the voting machines on revote

19. Old Business

19.01 The Board will discuss Old Business

No old business was discussed

20. Request For Information

20.01 Discuss Requests for Information

No requests for information were made

Motion to enter executive session to discuss the raise for the confidential staff and the district treasurer
Motioned: Trustee Ratcliff
Seconded: Trustee Storey
Result: Unanimous
Yea: Trustee Salem, Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Warren
Not Present: Trustee Shands

21. Adjournment

21.01 Adjourn Meeting. Next meeting May 21, 2019 in the MS/HS School - Don't forget to vote! (proposed 9:35)

Recommended Action: The meeting is adjourned at 10:35
Motioned: Trustee Storey
Seconded: Trustee Osmond
Result: Unanimous
Yea: Trustee Salem, Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Warren
Not Present: Trustee Shands

Minutes Recorded by Fern Amster,
District Clerk

Fern Amster

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