

Jacqueline Edwards  
President

Richard Ross  
Vice President



Jonathan Fiore  
Steve King  
Rick Surprenant  
Traci Welch  
Janet Wroblecki

**BOARD OF EDUCATION MEETING  
TUESDAY, DECEMBER 1, 2015  
JR./SR. HIGH SCHOOL LIBRARY – 6:30 P.M.**

**PRESENT:** Ms. Jacqueline Edwards, Mr. Richard Ross, Mr. Jonathan Fiore, Mr. Steve King, Mr. Rick Surprenant, Mrs. Traci Welch, and Mrs. Janet Wroblecki

**ALSO PRESENT:** Ms. Kathy Houghton, Mr. Michael Spost, Dr. René Wilson, Mrs. Lisa Stamboly, Mr. Bill Lachut, Mrs. Debbie Price, Mrs. Paula Ann May and 6 visitors and guests

**1. Meeting Call to Order**

Ms. Edwards called the meeting to order at 6:30 p.m.

**1.1 Pledge to the Flag**

Mr. Ross led the Pledge of Allegiance.

**1.2 Acceptance of Agenda**

Mr. King made the motion to accept the Agenda seconded by Mr. Fiore.

Yes 7 No 0  
Motion carried.

(The following two items were reversed due to presenter's late arrival)

**1.4 Teacher/Leader Report OHM BOCES PBIS Specialist/Trainer, Mark Zalocha**

Mark Zalocha introduced himself to the Board of Education and gave a brief description of his background and work in education for the past 25 years. Currently he is a PBIS (Positive Behavioral Interventions and Support) Specialist/Trainer. Since September he has trained our staff in DASA (Dignity For All Students Act) awareness. Mr. Zalocha trained students in responsible use of social media, contributed to three newsletter articles for the Elementary and Middle/High Schools, conducted weekly meetings with the DAC's (Dignity Act Coordinator) and SRO (School Resource Officer), communicates with auxiliary staff in the cafeteria to discuss any issues, and has an active role in PBIS in the elementary School. He said he will be doing a presentation tomorrow with high school students about critical thinking and problem solving. He said it is important that students understand and practice those skills in order to create a positive culture and climate in a school.

1.3 Pre-Season Concussion Testing, Ryan Monaco, PT, DPT, ATC, SPI Fitness  
Kim Strong and Ryan Monaco spoke to the Board about pre-season baseline assessments for concussion. The New York State Public High Schools recently came together to create a concussion protocol. The purpose of baseline testing is to measure and develop a clinical history to aide in the assistance of return to play or identify possible red flags.

## **2. Communications**

2.1 From the Floor

2.2 President's Messages

Ms. Edwards said the date for the winter retreat with Holland Patent Central School is January 27<sup>th</sup> at 5:45 p.m.

Eric Wilson from the Ferrara Firm will be here on December 9<sup>th</sup> at 6 p.m. to discuss NYMTA negotiations with the Board.

### **a. Committee Report(s)**

#### **1. Facilities Health & Safety Committee**

Mr. Ross reported that the whole committee has not met. The Capital Project Sub-committee met yesterday and discussed the timing of doing a Capital Outlay Project. This year there are some issues to work through. Capital Outlay Project will appear in the budget as a separate line item. We have learned that we are eligible this year, but there are limitations for quick approvals. We may be able to include student lockers, science lab tables and science fixtures. The total may be a little bit more than the allowable amount, but Mrs. Stamboly said that this would not be problematic. We are looking to go forward with your direction. Mr. Ross asked if the Board was comfortable with the scope of work. All Board members were in favor of doing this.

#### **2. Policy Committee**

Mrs. Wroblecki said the committee met on November 16<sup>th</sup> and another meeting is planned for December 8<sup>th</sup>. The Policy Committee will be continuing their work with the 6000s. We hope to have them ready in January.

#### **3. Transportation Committee**

Mr. Surprenant said that the Matthews Transportation Service is impeccable and the product and prices are comparable. We will follow suit with what we already have in district and purchase our buses from Matthews Transportation this year.

#### **4. Audit Committee**

Mrs. Welch said the Audit Committee met on November 23<sup>rd</sup>. Mrs. Stamboly joined them. The Credit Card Policy seems to be working well. Purchase orders were reviewed and some instances of sales tax being paid were discussed. We also need to make sure we get quotes for significant purchases. We are looking for the best price along with quality purchasing. Everyone needs to be more aware of items available through the bids. The committee did not see issues with the financial statements. The

committee would like to be more involved in the budget. They are not looking to take away opinions or decisions, but they are trying to talk with administrators and supervisors about their building or department budget.

Ms. Edwards said she appreciates the Committee process, but she doesn't want to limit the input from the rest of the Board. The other problem is the budget should be discussed in the public. This is a great idea, though. It would be fast, efficient, and effective.

The committee said they don't want to step on anyone's toes.

The Superintendent commended the committee on their audit work but she is afraid the budget work is very time-consuming and we would be asking a lot from these three members of the Board to do both auditing and budget review at one committee meeting per month.

Mrs. Welch said the committee would still be reviewing the financials, but it would be more a review on their own and they would correspond through email.

The Board members present were fine with this plan.

Mr. Fiore said the committee would be going a step deeper and lighten the load of the Board.

It was mentioned that all Committee Meetings are posted both in the Utica OD and on the website so the meetings are open to the public.

Mrs. Wroblecki made the motion to rename the Audit Committee the Finance Committee seconded by Mr. Surprenant.

The Committee will schedule meetings with the two principals, as well as transportation and maintenance after the holidays.

Yes 7 No 0  
Motion carried.

#### 5. Survey Committee

Mrs. Welch said a meeting is scheduled for December 9th at 5:30 p.m.

- b. Board Calendar
- c. BOCES Representative Report – will be in your update.

### 3. Consent Agenda

Mr. King made the motion to approve the following Consent Agenda seconded by Mrs. Welch:

- 3.1 November 3, 2015 Board of Education Minutes

3.2 Business Office Reports for Month ending October 2015

3.3 CSE Reports

- a. Minutes of meeting held 10/28/15
- b. Minutes of meeting held 10/29/15
- c. Minutes of meeting held 11/2/15
- d. Minutes of meeting held 11/9/15
- e. Minutes of meeting held 11/12/15
- f. Minutes of meeting held 11/13/15

Yes 7 No 0  
Motion carried.

**4. Old Business**

- 4.1 2<sup>nd</sup> reading of Policy #6001, Certificated Personnel: Recruitment, Selection and Assignment; #6002, Certification and Tenure; #6003, Staff Inservice Programs and Credit; #6005, Stipend Payment of Coaches; #6006, Professional Non-Classroom Teachers Performance Evaluation; Regulation #6006.1, New York Mills Union Free School District Classroom Evaluation Form; #6006.2, Supplemental Evaluation Form; #6006.3, Professional Performance Improvement Plans; #6006.4, New York Mills Union Free School District Professional Performance Improvement Plan; #6100.1, Job Description: School Nurse; and Policy #6204, Appointment of Athletic Coaches

Mr. King made the motion to approve the second reading of the above stated policies seconded by Mr. Fiore.

Yes 7 No 0  
Motion carried.

**5. New Business**

- 5.1 Personnel Report – Action

Mr. King made the motion to approve the following Personnel Report except for Roman Numeral V seconded by Mr. Surprenant.

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NAME	TENURE AREA/CIVIL SERVICE TITLE	ASSIGNMENT	CERTIFICATION	SALARY/ RATE OF PAY	EMPLOYEE REPLACING	EFFECTIVE DATE	ANTICIPATED TENURE DATE
<b>I. Resignation</b>							
1 Staine, Eleanor	Bus Driver					11/20/15	
<b>II. Substitute Salary Correction</b>							
1 Costa, Cecilia	Office Specialist I			\$10.50/hour	hourly rate listed incorrectly on November report	11/4/2015	
<b>III. Unpaid Medical Leave</b>							
1 Borek, Steve		Building Maintenance Worker	Civil Service			11/9/15 - Pending Medical Release	
2 West, Kelly		School Monitor	Civil Service			11/23/15 - 12/4/15	
<b>IV. Long-term Substitute</b>							
1 Fattata, Neil	Cleaner	8 hours per day Monday - Friday	Civil Service	\$12.68/hour	Steve Borek	11/9/15 - Until Employee Returns	
<b>VI. Coaching Appointments</b>							
1 Auffrey, Gregory		7th Grade Girls Basketball	TCL	\$1,530.00	Alexandria Jennings	:015-16 School Year	
<b>VII. Administrative Intern</b>							
1 Kelly, Kristin		Under the Supervision of the Superintendent of Schools assigned to District Office, Jr. - Sr. High School, and Elementary School as needed	School District Leader and School Building Leader Internship Certificates and Music, Permanent Certificate	Unpaid	N/A	1/11-5/20/16	
<b>VIII. Substitute Appointments</b>							
1 Smith, Gerald	Substitute Teacher		Nursery, Kindergarten & Grades 1-6 & Social Studies 7-12	\$80		12/2/2015	
2 Spaziani, J'Nai	Substitute Teacher		Working towards certification	\$60		12/2/2015	
3 Murphy, Daniel	Substitute Teacher		English 7-12	\$80		12/2/2015	
4 Janus, Jeanie	Substitute Teacher		N/A	\$60		12/2/2015	
5 Hennett, Samantha	Substitute School Monitor		N/A	\$8.75/hour		12/2/2015	
<b>IX. Medical Leave</b>							
1 Furmanski, Thomas	Bus Driver					11/10 - 02/1/2016	

**Yes 7 No 0**  
**Motion carried.**

**5.2 Appoint Dominick Stewart, BOCES Social Worker, District McKinney-Vento Liaison**

Mrs. Wroblecki made the motion to appoint Dominick Stewart as the District's McKinney-Vento Liaison seconded by Mrs. Welch.

**Yes 7 No 0**  
**Motion carried.**

**5.3 Resolution to Correct Taxes**

Mrs. Welch made the motion to approve the following Resolution to Correct Taxes seconded by Mr. Fiore:

**WHEREAS**, Harold & Jennifer Tine under section 550(7)a of the Real Property Tax Law against New Hartford (the “Town”) have been given a correction of taxes due to Enhanced STAR for the 2015-16 assessments on real property owned located in the Town and commonly known as Tax Map Number 317.011-3-2 and

**WHEREAS**, John Jadowski under section 550(7)a of the Real Property Tax Law against Whitestown (the “Town”) was given a correction of taxes due to Veterans’ Exemption for the 2015-16 assessments on real property owned located in the Town and commonly known as Tax Map Number 317.010-4-31 and

**WHEREAS**, Maryanne and Linda Dape under section 550(7)a of the Real Property Tax Law against Whitestown (the “Town”) was given a correction of taxes due to Enhanced STAR for the 2015-16 assessments on real property owned located in the Town and commonly known as Tax Map Number 317.010-1-39

**WHEREAS**, Joseph Szlosek under section 550(7)a of the Real Property Tax Law against New Hartford (the “Town”) was given a correction of taxes because of death for the 2015-16 assessments on real property owned located in the Town and commonly known as Tax Map Number 317.015-2-34.1

**WHEREAS**, the net lost revenue to the School District for the 2015-16 School Year is \$1,543.30.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Education of the New York Mills Union Free District, as follows:

1. The above-described settlement proposal is approved.
2. The resolution shall take effect immediately,

Mrs. Wroblecki asked what the individual amounts are.

Mrs. Stamboly said she could get them for her, but did not include each one separately.

Yes 7 No 0  
Motion carried.

5.4 1<sup>st</sup> reading of Policy #6100, Job Descriptions; Regulation #6100.2, Job Description: Athletic Director; #6100.3, Job Description – Guidance Counselor; #6100.5, Resource Room/Consultant Teacher; 6100.6, Special Education Teacher 12:1:1; and #6100.7, Job Description: Library Media Specialist

5.5 Accept Donation

Mr. King made the motion to approve the following Resolution to Accept a Donation seconded by Mrs. Wroblecki:

**BE IT RESOLVED** that the New York Mills School District Board of Education accept a donation of a 55" TLC ROKU LED Flat screen television at the retail cost of \$348 from the New York Mills PTSO. This television will be mounted in the Jr. – Sr. High School Library and will be available for K-12 teachers to use with their students for instructional purposes.

Yes 7 No 0  
Motion carried.

## **6. Building Reports**

### **6.1 Elementary Building Report** **a. Grade 4 Veterans' Day Community Services**

Dr. Wilson said that under the direction of Mrs. Sroka and Mrs. Schmidt the fourth grade took flags off of the graves of veterans in order to keep them safe over the winter, and will replace them in the spring. This is a lesson for Veteran's Day as well as community service, and follows our focus on living like a champion and working on carrying out random acts of kindness or paying it forward.

### **b. Elementary Musical**

Dr. Wilson said the Elementary Musical "Into the Woods Jr." was amazing! Mrs. Goodfriend took approximately sixty plus students and turned them into Broadway stars. Mandy Bara, Teacher Assistant, student teacher Melissa Landstrom, and Judi Russell BOCES art teacher were instrumental in helping the musical come to fruition. Beyond the talent aspect which was entertaining, more importantly it took some of our at risk youth and gave them a productive outlet for their energy, Students who sometimes are otherwise marginalized were included into this activity, and some with both physical or cognitive disabilities were integral parts of the production. This exemplifies not only how important the arts are to our district, but how wonderfully positive and inclusive our programs are.

### **6.2 Secondary Building Report** **a. StuCo Breakfast with Santa**

Mr. Spost said that on 12/12/14 the Student Council will be hosting a Breakfast with Santa Event from 9am-11am. Children will be able to write letters to Santa, do some coloring, and also complete puzzles. At 10:00 am Santa will arrive and will be available for pictures. Parents are welcome to bring their own cameras. Children under twelve are \$5.00 and adult tickets are \$9.00. All funds raised will be used to support our student activities.

### **b. Student Achievement/Dual Credit Possibilities**

Mr. Spost said for the first quarter of the 2015-2016 school year, 54% of NYM students in grades 7-12 were able to achieve recognition as either Honorable Mention, Honor Roll, or High Honor Roll Students. That means that 54% of our students had an academic average of 84% or higher. Fifty-four represents a culture of excellence. There is no better predictor of success in college than High School GPA. We currently have 22 students attending a Career Tech program. Thirteen of them achieved

Honorable Mention, Honor Roll, or High Honor roll. That is 59%. I can think of no better predictor of success in a future trade than current performance in the program you are training for. I would like to thank our teachers and BOE (Board of Education) for providing great opportunities for our students to achieve excellence! That is what can and does happen when control remains local.

Mr. Spost said he met with several teachers on our High School Staff in regard to dual credit opportunities throughout the last academic school year. After reviewing with all staff we have identified six potential courses with six different instructors that could possibly be dual credit courses. The six teachers and Mr. Spost met with dual credit director Shane McGovern of MVCC on 11/18 to start the process to seek approval of these courses for the spring of 2017. The process will involve the respective Deans at MVCC reviewing the instructor qualifications and credentials for each of the proposed courses. Simultaneously our teachers will be reviewing course outlines and syllabuses to make sure the content of their courses aligns or can be aligned to meet the criteria. He is hopeful that we will be able to offer additional dual credit opportunities for students at our school and would see the addition of even one as being a success. We do need to keep in mind that there are a variety of different learners and must also provide options for students that might have a different pathway than college. Additionally, we are still a HS and must provide all the necessary courses to achieve a HS diploma through the various pathways.

## 7. Superintendent's Report

### 7.1 District Events

Ms. Houghton shared with the Board and public our upcoming holiday concert performances from elementary and secondary musical groups:

Saturday, December 12, 9:00 a.m. – Student Council Breakfast with Santa, Cafeteria

Sunday, December 13, 5:30 p.m. - Holiday on Main Street Chorus performance,  
6:15 p.m. - Jr.-Sr. HS Jazz Band performance

Tuesday, December 15, 7:00 p.m. - Elementary Band/ Chorus Holiday Concert, Aud.

Thursday, December 17, 7:30 p.m. - Jr.-Sr. HS Band & Chorus Holiday Concert, Aud.

Monday, December 21, 7:00 p.m. – K-3 Holiday Concert, Auditorium

### 7.2 Status of Music, Art, and Drama Boosters

A letter from the Board of Directors of MAD Boosters was read aloud by Ms. Houghton.

*“Music, Art, & Drama (MAD) Boosters was an organization of volunteers dedicated to supporting and encouraging education and involvement in the arts for students in grades K-12. MAD Boosters has been comprised of volunteers who have a passion for the arts in our school and community. The Arts Fests, Special Person’s Day, cast parties, pop-o-grams, and family movie nights are just a few programs MAD Boosters has been responsible for. Sadly we have seen a decline in participation, for reasons unknown, which has made it difficult for this organization to thrive.*

*In order for us to continue to maintain our dedication to the arts, MAD Boosters will no longer be its own organization and will be joining the PTSO effective today, December*



*1, 2015. MAD Boosters and PTSO have been working closely towards a smooth transition and to ensure the arts will still be a top priority. Working together, we can pool our resources, volunteers, and passions to ensure the students and community have continued support in all areas. MAD Boosters can be proud of what it has accomplished over the years and we are excited to see what the future holds. Thank you to all who have been part of this amazing organization and all it has accomplished.*

*Sincerely,  
Music, Arts, & Drama Boosters Board of Directors”*

Ms. Houghton then thanked the organization for their dedication to the arts throughout their existence and also thanked the PTSO for their willingness to continue to support music, art and drama through their continuing work. MAD Boosters members that are not already PTSO members were encouraged to join and assist with future activities and events.

### 7.3 Annual Professional Performance Review Update

Ms. Houghton provided the Board of Education with a copy of FAQs regarding APPR Hardship Waivers from NYSED. She reminded them that, although we have been successful in attaining Hardship Waiver #1, the waiver is only in effect through March 15, 2016. During this time, we must “demonstrate that we continue to engage in efforts to collectively bargain in good faith and to train relevant staff...on the new evaluation system consistent with ....Education Law 3012 (d)....” Ms. Houghton said that she would most likely need to apply for Hardship Waiver #2 in February as neither the NYMTA nor the NYMAA are currently willing to “sign off” on any APPR plan that includes the use of NYS/standardized tests as part of a teacher or principal’s evaluation. In the meantime, the PEC (Professional Education Committee) has been working on the formal application to NYSED of our district-developed assessments for ELA, Math, Science, Social Studies, the Arts, and LOTE (Languages Other than English) for use with SLOs (Student Learning Objectives) as part of our district’s APPR plan. Ms. Houghton shared that there are complications to this application because NYSED requires the use of 3012 (d)-compliant HEDI (Highly Effective – Effective – Developing – Ineffective) scoring bands, but we are currently working under a 3012 (c)-compliant APPR plan.

### 7.4 Budget Development Status Report

Mrs. Stamboly and Ms. Houghton have been conducting meetings with our principals and supervisors to discuss the use of bid lists for purchasing and to reinforce the need to have three quotes when making larger purchases. Requisitions for purchases for the 2016-17 school year are due from teachers before the winter break, with budgets from principals and supervisors due to the district office at the end of January. During the month of February, the district office will construct the first budget draft, which will be presented at our first budget workshop on March 1<sup>st</sup>.

### 7.5 NYSED Commissioner’s Common Core Survey

Ms. Houghton shared with the Board a copy of a PowerPoint presentation from EngageNY, a NYSED website regarding the Common Core Task Force and their three workgroups: standards, curriculum and assessments.

**7.6 Use of Available Funds for District Improvement**

- a. Capital Outlay Projects
- b. Bus Purchases
- c. Pre-K

Mrs. Welch said we should reinforce what we already have. Taking money away from programs we already have comes down to sustainability.

Mr. Fiore said where would we hold this Pre-K?

Mr. Ross said sustainability is the big thing, He is not interested in lottery. He would want Pre-K for all of them. He would like to see what it looks like to fund 10 years from now and then make the decision. Let's look at long range funding of the program.

Mr. Surprenant needs more information, but agrees with Mrs. Welch. He does not want to take away from our already running programs.

Ms. Edwards agreed that sustainability is the problem.

**8. Board Discussion**

Mr. King said volunteers are needed at the Craft Fair. If you can donate a couple of hours, the PTSO gives well over \$15,000 back to the kids in the District each year. He also said that the National School Boards Association has replaced "No Child Left Behind" with ESEA and urged everyone to look into it. Also today is Giving Tuesday and he wanted to commend fellow Board of Education members for giving of their time to serve the school district.

**9. Visitors Comments**

Mr. Spost mentioned the Common Core Survey from NYSED and said when he went to a task force in Herkimer, not one parent or teacher testified in favor of it so he does not think the report is accurate.

Ms. Linaker said the concussion presenter shared an excellent idea. She suggested that we look into the colleges that have physical therapy or chiropractor programs. They may do this this for close to free even though \$20 per student is a pretty good price.

**10. Executive Session**

Mr. King made the motion to go into Executive Session at 8:05 p.m. to discuss Roman Numeral V of the Personnel Report seconded by Mrs. Wroblecki

Yes 7 No 0  
Motion Carried.

Ms. Edwards appointed Ms. Houghton the Clerk Pro-Tem.

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Respectfully submitted,



**Paul Ann May  
District Clerk**

Ms. Edwards called the meeting back into regular session at 8:37 p.m.

Mrs. Welch made the motion to approve Roman Numeral V of the Personnel Report which included seconded by Mr. Fiore:

NAME	TENURE AREA/CIVIL SERVICE TITLE	ASSIGNMENT	CERTIFICATION	SALARY/ RATE OF PAY	EMPLOYEE REPLACING	EFFECTIVE DATE	ANTICIPATED TENURE DATE
V. Non-Instructional Probationary Appointments (Names with daily hours will be provided)							
1 Ducato, Joseph	School Monitor	3.5 hrs per day Monday - Friday for a total of 17.50 hrs weekly	Civil Service	\$12.68/hour	New P/T Position	12/7/2015	
2 St. James Cynthia	School Monitor	3.5 hrs per day Monday - Friday for a total of 17.50 hrs weekly	Civil Service	\$12.68/hour	New P/T Position	12/7/2015	
3 Sroka, Mary	School Monitor	3.5 hrs per day Monday - Friday for a total of 17.50 hrs weekly	Civil Service	\$12.68/hour	New P/T Position	12/7/2015	
4 Diamond, Delana	School Monitor	2.25 hrs per day Monday - Friday for a total of 11.25 hrs weekly	Civil Service	\$12.68/hour	New P/T Position	12/7/2015	
5 Edwards, Bernice	School Monitor	3.25 hrs per day Monday - Friday for a total of 16.25 hrs weekly	Civil Service	\$12.68/hour	New P/T Position	12/7/2015	
6 Abel, Steven	Bus Driver	1.25 hrs A.M. - 1.75 P.M. Monday - Friday for a total of 15 hrs weekly	Civil Service	\$17.69/hour	Eleanor Staine	12/2/2015	

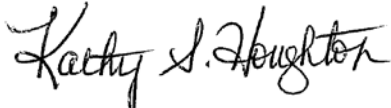
**Yes 7 No 0  
Motion carried.**

**11. Adjournment**

Mr. King made the motion to adjourn at 8:38 p.m. seconded by Mr. Ross.

Yes 7 No 0  
Meeting adjourned.

Respectfully submitted,

A handwritten signature in black ink that reads "Kathy S. Houghton". The signature is written in a cursive style with a large initial 'K'.

Kathy Houghton  
Clerk Pro-tem