

ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION
BOICEVILLE, NEW YORK 12412

MINUTES (Corrected)

Work Session
January 6, 2009 – 6:00 p.m.
Woodstock Elementary School

Call To Order President Legnini called meeting to order at 6:03 p.m.

Tobacco Policy Statement - read

Pledge of Allegiance - led

Board Members Present Trustees Ralph Legnini (President), Laurie Osmond (Vice President), Donna Flayhan, Michelle Friedel, Ann McGillicuddy, Maxanne Resnick, and Richard Wolff

Administration Present Superintendent of Schools Leslie G. Ford; Assistant Superintendent for Business Victoria McLaren; Assistant Superintendent for Curriculum Kathleen O'Brien; District Clerk Laurel Herdman

Others Present Student Board Representative, William Melvin and approximately 10 visitors

AGENDA ADDENDUM

BE IT HEREBY RESOLVED by the Board of Education of the Onteora Central School District that the Addendum to the Agenda be accepted.

Motion: Resnick

Second: Friedel

No Discussion

Carried: 7-0

WELCOME TO WOODSTOCK SCHOOL

Woodstock Elementary School Principal Bobbi Schnell welcomed everyone, inviting them to notice the new rug in the entrance.

EXECUTIVE SESSION

Motion to **Enter into Executive Session** (6:05 p.m.) to discuss litigation issues.

Motion: Osmond

Second: Friedel

No Discussion

Carried: 7-0

Motion to **Return from Executive Session** (7:40 p.m.).

Motion: Friedel
Second: McGillicuddy
No Discussion

Carried: 7-0

ACCEPTANCE OF MINUTES

BE IT HEREBY RESOLVED by the Board of Education of the Onteora Central School District that the minutes of the Regular Meeting of the Board of Education held on November 18, 2008, are hereby accepted as submitted.

Motion: Friedel
Second: Osmond

Discussion: The District Clerk will incorporate the corrections Trustees Resnick and McGillicuddy submitted by email.

Carried: 7-0

BE IT HEREBY RESOLVED by the Board of Education of the Onteora Central School District that the minutes of the Regular Meeting of the Board of Education held on December 2, 2008, are hereby accepted as submitted.

Motion: Resnick
Second: Friedel

Discussion: The District Clerk will incorporate the corrections Trustee Resnick submitted by email.

Carried: 7-0

BE IT HEREBY RESOLVED by the Board of Education of the Onteora Central School District that the minutes of the Regular Meeting of the Board of Education held on December 16, 2008, are hereby accepted as submitted.

Motion: Friedel
Second: Resnick

Discussion: The District Clerk will incorporate the corrections Trustee Resnick submitted by email.

Carried: 7-0

DISTRICT NEWS

Dr. Ford announced that the Auditorium is officially closed for renovation. Great strategic planning meeting today. Glad to have new Assistant Superintendent Kathleen O'Brien on board.

STUDENT BOARD REPRESENTATIVE REPORT

Due to the recent break, Student Representative William Melvin had nothing to report.

STUDENT COMMENT

None.

PUBLIC COMMENT

None.

RECOGNITION

Due to impending storm, Barbara Boyce was unable to attend. District Clerk will contact her to reschedule.

REPORTS/PRESENTATIONS

Financial Management Report, January 2009 (Monica Kim, District Treasurer)

In Ms. Kim's absence, Victoria McLaren presented the Financial Management Report (covering 7/1/08 – 11/30/08) and invited the Board to call or email her with any questions. Trustee Resnick asked the following questions; Ms. McLaren offered the following answers:

- When do we receive state monies for last year? No outstanding claims for last year, we are just due this year's claims.
- What is stability of funds in various bank accounts? FDIC coverage has been increased to \$250K, but we also have collateralization coverage.

Dr. Ford presented the following awards:

- **NYS School Boards Association Developmental Achievement Citation** to Ralph Legnini, Ann McGillicuddy and Laurie Osmond for participation in NYS School Boards Association leadership development opportunities
- National School Public Relations Association **2008 Publications and Electronic Media Contest Award of Merit** to Ulster BOCES for Distinguished Achievement in the Category of School District Calendar for Onteora 2007-2008 School Calendar
- NY School Public Relations Association **Achievement in Educational Communications Award of Honor** for Overall Graphics and Design for Onteora 2007-2008 School Calendar and the **Award of Merit** for Community Newsletter for Onteora Spring 2008 Newsletter

Committees:

Green Committee (Laurie Osmond)

Fifteen (15) people were in attendance at yesterday's meeting. A wind tower installation company located on Rt. 28 in West Hurley gave an informational presentation. Garden group will meet on Monday for further discussion. Next meeting is 2/2.

Trustee Flayhan moved to have the Audit Committee report placed on **this evening's** agenda. No second. Instead it was requested that **Ms. Flayhan's materials** be distributed (**which she did**) and that the Audit Committee chair deliver the report at the next meeting. All agreed. **It was also agreed that the topic of transportation be placed on the next meeting agenda.**

DISCUSSION

Board Goals Completion (Dr. Ford/Board President Legnini)

Trustee Resnick suggested the document receive some "wordsmithing." Dr. Ford and Trustees Friedel and Osmond offered to assist.

Strategic Planning Update (Trustees Resnick, McGillicuddy, Legnini)

Per Trustee Resnick, the process is heading into a final plan. The four (4) Task Forces and Core Team met and continued with finalizing the wording. On 1/16, the reports will be finalized and presented. They are looking for 75% approval from the Core Team. If not, there would be re-writes. The final plan will be presented to the BOE during the 2/3 meeting.

Superintendent Mid-Year Evaluation Conference (Dr. Ford)

Trustee Resnick believes the BOE has to work together on this one. Trustee Friedel suggested looking at the form during Executive Session. President Legnini clarified the process. Trustee Wolff thought the year-end version was good, the other one being too wordy. Trustee Friedel suggested bringing both forms to Executive Session. Trustee Flayhan also requested access to the job description and the contract. Dr. Ford explained that such information would be provided during the year-end evaluation, that the mid-year evaluation is less formal.

Pyramid Report – West Hurley Elementary School (Victoria McLaren)

Summary pages indicate the property to be valued at \$650-750K. Although it is good property, it is more valuable including the buildings. Not good for development. Lease value is \$5-10 per square foot: Building 1 - \$56K; Building 2 - \$161K. Yes, calls for leasing have been received (i.e., the kitchen). Leasing it is not appropriate for BOCES—not central enough. President Legnini thought there might be ways to keep the building and have it make money. “\$650,000 does not seem like that much money.” Trustee Wolff reiterated that BOCES tries to keep their transportation centralized. Trustee Osmond mentioned previous discussions of having board meeting, administration and still marketed.

Trustee Resnick wanted to know the criterion for who the user might be. What will it mean if there is a population increase and then having to decide between Woodstock and West Hurley schools? Depending on the usage, we may be obligated to perform a lot of work—what would be the costs? Do we want to break even or make a profit?

President Legnini pointed out that the property is zoned residential, not commercial. Ms. McLaren discussed the properties “grandfathered” status. Trustee Wolff said, “Down the road we’re going to have to start talking about a capital project.” Trustee Friedel does not feel we can do any capital projects at this time, but is hoping federal funds might eventually become available to help.

In Trustee Resnick’s opinion, “We as a Board are concerned that the building still costs money, even though it is not in operation.” President Legnini wondered if we could find a tenant to offset the costs. Ms. McLaren reminded everyone that in any case, improvement would have to be made first. Trustee Resnick indicated that per foot cost would not pay for the building.

Budget Workshop Preparation (President Ralph Legnini)

President Legnini read report prepared by Victoria McLaren. This year the budget will reflect cuts of \$566K in state aide. District Cuts will need to be made; 2010-11 budget year will be even more challenging. The CPI will dictate budget increase; if CPI is 3.5%, ours would be 3.3%.

Reductions will have to happen in personnel, programs and services. The budget has to be balanced regardless of the fund balance. A special meeting dedicated to the budget is scheduled for this Friday (1/9). Dr. Ford expressed that we have prepared well and need to be very careful and prudent.

Water Tank and Greensand Filtration System Replacement Timeline (Trustee Osmond)
President Legnini reviewed the timeline. Trustee Resnick is requesting a monthly status report.

DISCUSSION AND POSSIBLE ACTION

Second Reading and Adoption of Policy

BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District hereby approve the Second Reading and Adoption of the following policies:

- #4212 ADMINISTRATION ORGANIZATIONAL CHART
- #5621 ACCOUNTING OF FIXED ASSETS

Motion: Friedel
Second: Osmond
Discussion: None
Carried: 7-0

Trustee Resnick is requesting copies of all **newly approved policies** for their **policy** book.

CONSENT AGENDA

BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District hereby approve the following CONSENT AGENDA MOTIONS:

PERSONNEL

Resignation (Instructional)

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Johansson, Susan	School Psychologist/ CSE Chairperson	1/16/09	Personal

Appointments (Instructional)

PER DIEM SUBSTITUTES

NAME	POSITION	AMOUNT
Allison-Conway, Barbara	Certified Substitute Teaching Assistant	\$10/hr

WHEREAS, the following employees have been fingerprinted, the fingerprints have been submitted to the New York State Education Department (SED) for processing and the District has not received clearance for such employees as of the date of this meeting;

THEREFORE, BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board hereby appoints the following instructional employees on an emergency conditional basis:

PER DIEM SUBSTITUTES

NAME	POSITION	AMOUNT
Hebert, Barbara	Uncertified Substitute Teacher	\$80/day

BE IT FURTHER RESOLVED, that such emergency conditional appointments shall become conditional appointments upon receipt of State Clearance from SED.

Appointments (Non-Instructional)

PART-TIME APPOINTMENT

NAME	POSITION/SCHOOL	EFFECTIVE DATE	SALARY/STEP	REMARKS
Clayton, Betty	School Monitor – Bus	1/7/09	Step 1	Replaces E. Smith
VanLeuvan, Dillon	Custodial Worker	1/7/09	Step 2	Replaces D. Dougherty

WHEREAS, the following employees have been fingerprinted, the fingerprints have been submitted to the New York State Education Department (SED) for processing and the District has not received clearance for such employees as of the date of this meeting;

THEREFORE, BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board hereby appoints the following instructional employees on an emergency conditional basis:

PER DIEM SUBSTITUTES

NAME	POSITION	AMOUNT
Hebert, Barbara	Substitute Clerical Worker	\$9.50/hr

BE IT FURTHER RESOLVED, that such emergency conditional appointments shall become conditional appointments upon receipt of State Clearance from SED.

Final NYSED Clearance (Not Yet Received)

NAME	POSITION
Benjamin, Amanda	Summer Substitute Custodial Worker
Bergenn, Brandon	Baseball – J.V. – Head Coach
Cservak, Jacob	Summer Substitute Custodial Worker
Hebert, Barbara	Uncertified Substitute Teacher
	Substitute Clerical Worker
Herdman, Laurel	Substitute Clerical & District Clerk
Kiersted, Amanda	Summer Substitute Custodial Worker
O'Connor, Cindy	Senior Class Co-Advisor
	Uncertified Substitute Teacher
	Uncertified Substitute Teaching Assistant
Roberts, Joan	Certified Substitute Teacher
Rogers, Connie	School Monitor – PH
Trimboli, Johanna	Uncertified Substitute Teacher
Weir, Linda	PT School Monitor – BN

Motion: Resnick Second: Friedel
No Discussion **Carried: 7-0**

INSTRUCTION

The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations, **Schedule U**, #01/09 A-010609, Confidential, as reviewed by Board President, Ralph Legnini.

Motion: Resnick
Second: Friedel
No Discussion
Carried: 7-0

BUSINESS AND FINANCE

BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District declare the Middle High School **auditorium seats as surplus** and authorize the sale or disposal of these items.

*Discussion: Trustee McGillicuddy wanted to know if administration has been in contact with the Green Committee to dispose of the seats. According to Ms. McLaren, board policy dictates that the sale be attempted first. If there is no response to that offer, then we are able to donate the seats via another public notice. Trustee Osmond recommended posting a web notice on "Freecycle". Ms. McLaren explained that whomever is going to take them, has to do so as soon as they are removed, and they must take the whole lot. Trustee Resnick offered to **make calls to area non-profits to see if they want them, should the District not be successful in their sale of them..** It is believed there are 400 working seats available.*

Motion: Resnick
Second: Friedel
Carried: 7-0

BUSINESS REPORTS

BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District has reviewed and hereby approves the **Financial Management Report** for January 2009.

Discussion: Refer to "Presentations/Reports" section above.

Motion: Resnick
Second: Friedel
Carried: 7-0

WHEREAS, in an effort to reduce the cost of electricity, the Ulster County Board of Cooperative Services ("BOCES"), under a Request For Proposal ("RFP") process requested electrical suppliers to submit proposals to sell electricity to BOCES and its member school districts, including the Onteora Central School District ("District"); and

WHEREAS, BOCES awarded the RFP to supply electricity at a reduced rate to BOCES and its member districts to the HESS Corporation ("HESS").

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education ("Board") of the Ontario Central School District approves the **purchase of electricity** from the HESS Corporation; and

BE IT FURTHER RESOLVED, that the Superintendent of Schools is authorized to **execute the Base Agreement** for the Purchase and Sale of Electricity and Transaction Confirmation with the HESS Corporation subject to the District's legal counsel's final review and recommendation of acceptable terms and conditions.

Discussion: According to Ms. McLaren, it is a variable rate, currently below our rate.

Motion: Resnick

Second: Friedel

Carried: 7-0

END OF CONSENT AGENDA

OLD BUSINESS

Trustee Friedel inquired about the status of the locker situation. Dr. Ford explained that there has been no action due to our spending slowdown. President Legnini mentioned Trustee Flayhan's previous request to use the funds for student needs, **such as the MS/HS science labs**. Trustee McGillicuddy does not think we can spend any more money. Trustee Osmond suggested going to the teachers and asking them for their input **regarding the science labs**. President Legnini indicated that if the fund balance of \$350K were put toward the tax levy, it would reduce the levy. Trustee Resnick **said** that all expenditures needed to be looked at and prioritized. Trustee Flayhan suggested asking the teachers what is needed for an excellent lab. Trustee Wolff asked if the money allotted for the lockers was voter-approved funds. No. Trustee Resnick liked the idea of asking the teachers for input, while Trustee Osmond cautioned not to promise anything when doing so. A vote was taken on asking teachers for input. **A majority agreed.**

NEW BUSINESS

None.

GOALS UPDATE

See *Discussion* section.

BOARD MEMBERS REQUEST FOR INFORMATION

Trustee Resnick asked what the Board would need to do in order to be kept abreast of the Auditorium renovation project. She will distribute outline received from NYSSBA.

Trustee McGillicuddy asked if Ms. McLaren had prepared a retirement package? And if so, could she bring it to Friday's meeting. Ms. McLaren explained that there are not many retirements this year.

Trustee McGillicuddy asked how the parents of students who lost items from the boys MS gym lockers were communicated with. Dr. Ford indicated that she understood that the Athletic Director and the Principals spoke with those parents.

Trustee Friedel asked for the following:

- 1) Free & Reduced Lunch application figures for the past 3-5 years.
- 2) In spite of schedule changes, can all the Late Busses still run? Dr. Ford indicated that Mr. DiGiovanni informed her that modifications were made to accommodate these schedule changes.
- 3) Can a Late Bus schedule be posted on the website to allow for better communications so children are not left unsupervised?

Trustee Resnick announced that www.Cancellations.com will send an email to anyone who registers announcing school delays/closings. Trustee Friedel commented that the artwork posted by our Webmaster Cheryl Formont is absolutely beautiful. Trustee Flayhan stated that the Steering Committee info on the OCSD webpage could now be removed. Trustee McGillicuddy indicated that the Transportation section of the website is out of date. Dr. Ford said she will meet with Ms. Formont to go over all the changes. Consensus reached.

PUBLIC COMMENT

Sante E. Moesle

Does not believe that CPI of 3% is correct, believes it is 6-6.5% inflation. NYC schools might want to develop pilot programs at West Hurley. Four months ago the West Hurley School property was worth \$12 million (this dollar amount was confirmed by Sante—if had the opportunity to correct what he said, he would have it read one and one-half years ago—however, Sante knows such corrections cannot be made to minutes, as they have to reflect what was actually said, not what may have been intended). If the building were leased, it would be good if it were used for learning. WIC now provides organic food.

EXECUTIVE SESSION

Motion to **Enter into Executive Session** (9:38 p.m.) to discuss Board of Education self-evaluation and a personnel issue.

Motion: Friedel
Second: McGillicuddy
No Discussion
Carried: 7-0

Motion to **Return from Executive Session** (10:12p.m.)

Motion: Osmond
Second: Resnick
No Discussion
Carried: 7-0

ADJOURNMENT

Motion to **Adjourn** (10:13 p.m.)

Motion: Osmond

Second: Friedel

No Discussion

Carried: 7-0

Minutes Recorded by:

Laurel Herdman
District Clerk