

ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION
BOICEVILLE, NEW YORK 12412

WORKSHOP MEETING & BUDGET HEARING

MINUTES

6:00 p.m.

TUESDAY, MAY 3, 2016
WOODSTOCK SCHOOL

1. Opening Items

1.01 Call to Order 6:00 pm

1.02 Tobacco Policy Statement

1.03 Pledge of Allegiance

1.04 Roll Call

Present: Trustee Schnell, Trustee Storey, Trustee Salem, Trustee Shands, Trustee Ratcliff

Not Present: Trustee Kurnit, Trustee Osmond

2. Executive Session

2.01 Enter executive session (proposed 6:00 duration 30 min)

Recommended Action: Motion to enter into executive session to discuss pending litigation and the discipline of a particular employee

Motioned: Trustee Osmond

Second: Trustee Storey

Result: Unanimous

Yea: Trustee Schnell, Trustee Storey, Trustee Salem, Trustee Shands, Trustee Ratcliff

Not Present: Trustee Kurnit, Trustee Osmond

Now Present:

Trustee Osmond arrived at approx. 6:02

Trustee Kurnit arrived at approx. 6:06

2.02 Exit Executive Session and Return to Public Session (proposed 6:30 pm)

Recommended Action: Motion to exit executive session and return to public session

Motioned: Trustee Osmond

Second: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Schnell, Trustee Storey, Trustee Salem, Trustee Shands, Trustee Ratcliff

Not Present: Trustee Kurnit, Trustee Osmond

3. Acceptance of Minutes

3.01 Acceptance of Minutes

Recommended Action: The Board of Education hereby accepts the minutes of the 4/15/16 and 4/20/16 BOE Meetings

Motioned: Trustee Osmond

Second: Trustee Shands

Result: Unanimous

Yea: Trustee Schnell, Trustee Storey, Trustee Salem, Trustee Shands, Trustee

Ratcliff

Not Present: Trustee Kurnit, Trustee Osmond

4. Welcome

4.01 Woodstock Principal, Scott Richards will welcome the Board (proposed 6:35 duration 10 min)

6:35

- National Teacher Appreciation Day – take moment to say what wonderful teachers we have in the District and want to highlight accomplishments
 - New Teachers College Reading units- challenge to learn to use the resources; worked collaboratively
 - Math Curriculum Mapping math – started diary maps last year and this year completed consensus maps in a very short period of time
 - Created benchmark assessments – to find what pieces of the units are most important and created pre-assessments and post-assessments
 - Consensus maps for ELA is a big challenge, but teachers will be able to handle it
- Had Teachers College professional development for 3rd and 1st grade teachers
 - Changed format – used to do a half day within a building and had teachers travel to Phoenicia and Woodstock, this time had whole day trainings
 - Were able to do reading and writing lessons and then debrief
 - Discussed small group work for low and high level students
 - Discussed goals and purposes and had time to plan small group work for students in their classroom, then share and review with colleagues
- May is very busy; some events going on this month:
 - Concert is 5/5/16 at 6:30
 - 3rd grade to Mohonk Preserve
 - 2nd grade and Kindergarten and doing Teachers College Training
 - Kindergarten is going to Montgomery Place
 - Engineers from IBM will come in to do experiments with students – was well received last year
 - Go Green Day
 - Trever Zoo field trip
 - 3rd grade orientation at Bennett
- Cairo Durham School District is coming this month to visit
 - Want to talk to teachers about Teachers College
 - They are starting it in their district – will meet with K-2 teachers

5. Board District News

5.01 The Board will announce District news (proposed 6:45)

6:40

All Trustees would like to give thanks to all in the District for their dedication, especially to teachers for their dedication during Teacher Appreciation Week

Acknowledged District Clerk for Administrative Professionals Day

6. Superintendent District News

6.01 The Superintendent announce District news (proposed 6:50)

Interim Superintendent Assistant Victoria McLaren thanked all of our instructional staff for all that they do every day for National Teacher Appreciation Day

- Sometimes their impact is visible and immediate, but many times their impact is long term and profound and they may never know how many of their small actions are internalized and live within their students for a lifetime

Phoenicia

- This week, Creative Energy Productions, begins a 4 day hip hop dance residency
 - Theme for this event is bully prevention/love yourself
 - Evening performance on 5/19/16 at 6:30 pm
- On 5/9/16 students will go on a “walking field trip” to the Phoenicia Library
- The “Gallery Walk”, was organized by Art Teacher Michelle Weiss, WAAM Museum Educator Beth Humphreys, Library Media Specialist Steve Patschke and Phoenicia Library Director Elizabeth Potter
 - See a display of student work supporting literacy
- The Spring Concert is 5/10/16 at 6:00
- 3rd grade student, Shelly Hoyt has been selected as a contest winner for her art entry to the New York City Department of Environmental Protection’s 30th annual Water Resources Art and Poetry Contest
 - Her entry was beautifully executed and shows genuine understanding of – and appreciation for – New York’s water resources
 - More than 1,900 watershed and New York City students participated in the contest this year
 - There is a ceremony scheduled for 5/19/16 at the BMCC Tribeca Performing Arts Center in New York City
- Teachers College professional development will be on 5/10/16 and 5/11/16 for K-3 teachers
- The week of 5/16/16 is Spirit Week
 - Educational game shows, special lunch time story events, student contests, and adult bake offs will take place to encourage team work and positive, healthy behaviors in the school

Middle School

- The Middle School is no longer on the State list of Local Assistance Plan
- 111- 7th grade students are going on the field trip to Washington, D.C. next week
 - They will be visiting the Capitol, the memorials, the National Air and Space Museum, the Smithsonian Museums, Arlington Cemetery, the International Spy Museum, and the National Zoo

High School

- Senior Asa Spurlock has been recognized as a “Youth with Exceptional Promise in the Arts” in the Fourth Annual Ulster County Executive’s Arts Awards competition
 - Recognizes an Ulster County student aged 16-22 who is working in or

- studying art, including in such artistic disciplines as the visual arts, performing arts, literature, film/video, and computer art. Asa, along with eight other award winners (representing such categories as Arts in Education, Art in Public Places, and Arts Organization)
- Will be honored at a 6/7/16 reception held at the Saugerties Performing Arts Factory
 - The photography of 5 students—Barbara Felton (Grade 11), Niaya Delisio (Grade 11), Ruby Price (Grade 10), Aidan Calinda (Grade 11), and Ben Rauschendorfer (Grade 10)—is being showcased at the “Light in the Dark” show on display in Woodstock through 5/7/16
 - The show is at the Mid-Hudson Valley Federal Credit Union at 85 Mill Hill Road
 - Senior prom is this Saturday evening at the Onteora Mountain House
 - A letter was recently sent out from the Ulster County District Attorney’s office to all high school parents about being smart and safe during prom and graduation season
 - Tomorrow evening the Harlem Wizards will be taking on the Onteora Teachers Dream Team at 7:00 in the HS gymnasium
 - This event is being sponsored by the Belleayre Bash Committee
 - For the 4th consecutive year, Onteora High School has been awarded a silver medal in U.S. News & World Report’s listing of the best U.S. high schools in 2016
 - Onteora ranked 163 within New York State, is the only school from Ulster County to appear on this year’s list
 - Awards were based on graduation rates, performance on state tests, and students’ readiness for college
 - Among the factors taken into account was the school’s Advanced Placement (AP) participation rate

8. Acknowledge Public Be Heard

8.01 The Board will acknowledge the public be heard comments from the last meeting
Michael Allison

9. Public/Student Comment

9.01 The public and students may comment on any agenda or non agenda item. Please limit comments to 3 minutes (proposed 7:00 duration 10 min or more)
No public comment was made

10. Budget Hearing

10.01 Acting Assistant Superintendent for Business Don Gottlieb will present the Budget Hearing for the 2016-2017 Budget (proposed 7:10 duration 20 min)
6:50

Interim Superintendent Victoria McLaren presented the Budget Hearing

- Additional positions in the budget: School Resource Officer, Director of Technology, Network Support Specialist, JV and Modified Football Coaching staff
- The district operated K-8 summer program has been expanded to eighteen

days from fifteen

- The Transfer to Capital budget line has been increased to accommodate the remediation of drainage issues and the renovation of the Bennett Elementary playground, which increases the budget even though the money is just being transferred
- Majority of budget is the support of students through staff costs
 - Program takes up over 85% of budget, which includes transportation
- Proposed 2016-2017 Budget is \$53,222,778, increase of \$1,565,803 or 3.03%
- Proposed 2016-2017 Levy is \$41,077,250 Increase of \$469,806 or 1.16%
- The voters are being asked to approve a proposition for the creation of a new Capital Reserve to be funded in the ultimate amount of \$8 million over the term of 7 years
 - Once the reserve is funded, voter approval would be required prior to the district spending the money for capital improvements
- Vote on Budget, Capital Reserve and Election for 5 Board seats is 5/17/16

11. Discussion

11.01 Discuss the Director of Technology position job description (proposed 7:30 duration 15 min)

7:00

Assistant Superintendent for Curriculum & Instruction Marystephanie Corsones explained the process used to create the job description

- Used the job descriptions from many areas and the document provided by Trustee Ratcliff as the starting point
- Met as a Cabinet and identified elements that were most important for District
- Individuals wearing many hats which include some tasks in this job description, met with those people separately to discuss tasks
 - Discussed the transitioning of tasks
 - Stipend positions will be folded into Director of Technology
 - Tasks are being reviewed and will be reallocated in some way with a plan - need right person first before anything is shifted around
- Appreciation given to current individuals on staff who are currently doing the technology tasks
- This came about to be able to move this District into 21st century
- Timeline is to post position as anticipatory until budget is passed by voters

11.02 Discuss coming to consensus to move forward with SRO contract (proposed 7:45 duration 15 min)

- Has been discussed before and received a letter from the Bennett and Phoenicia PTAs requesting that the Board create this position
- Contract has a provision to change personnel if not happy with current officer
 - Either party can terminate contract within 60 days of notice to other party
- Unanimous consensus to go forward with SRO contract

11.03 Proposed Textbooks (proposed 8:00)

7:15

MS Principal Jennifer O'Connor presented 2 textbooks for the HS Business Department

- “Marketing” and “AP Computer Science Principles”
 - Marketing is an elective and current textbooks are very outdated – nothing about social media
 - Chose a textbook publisher that is the same as other business textbooks used
 - Good section on DECA, which is a large part of HS
 - Not available electronically
- AP Computer Science is a brand new course
 - College Board only suggests 2 books and the committee liked this one better
 - Liked the way it was sequenced and followed the College Board Syllabus better
 - Has online communication package -\$20 per student per year for 6 years - Flash cards, vocabulary review- is web based

Discussion:

- Even though there is no on-line component for the Marketing textbook, there is a number of online resources to supplement the textbook

7. Student Representative Report

7.01 Student Representative, Raegan Loheide will report to the Board (proposed 6:55)

7:20

- Participated in a Track Meet tonight - Onteora won
- Student Government is moving ahead with mascot contest
 - Flyers going up tomorrow saying that Student Government is sponsoring a contest to propose a new mascot to the Board- submit to an email address
 - Hoping people will submit electronically, deadline is 5/13/15, can always extend the deadline
 - Students can submit that don't want it changed

12. **Break**

12.01 The Board will take a break (proposed 8:05)

No break was taken

13. Policies

13.01 Second Reading and adoption of Policy 6560 Employee Assistance Program (proposed 8:10)

Recommended Action: The Board of Education hereby adopts Policy 6560 as written

Motioned: Trustee Salem

Second: Trustee Osmond

Result: Unanimous

Yea: Trustee Schnell, Trustee Storey, Trustee Salem, Trustee Shands, Trustee Ratcliff, Trustee Kurnit, Trustee Osmond

~~2002~~2016 6560 Personnel **SUBJECT: EMPLOYEE ASSISTANCE PROGRAM (EAP)**

The District will provide an Employee Assistance Program for employees who are experiencing personal difficulties. The purpose of the program is to assist employees in obtaining help to resolve such problems in an effective and confidential manner. This program recognizes that the primary obligation to seek assistance and to resolve the problem rests with the employee. Information on this confidential program is available in school offices, central administration and/or through Principals or Supervisors.

The Board recognizes that a wide range of problems that are not directly associated with an employee's job function may have an effect on an employee's job performance. The problems may involve physical illness, mental or emotional illness, alcohol abuse or alcoholism, drug abuse or dependency, or personal problems such as those of a marital, family, or financial nature.

~~A joint District/employee organization committee will be established to assist in the implementation of this policy.~~

13.02 Second Reading and Adoption of Policy 7112 Leaving School Grounds (proposed 8:15)

Recommended Action: The Board of Education hereby adopts Policy 7212 as written

Motioned: Trustee Storey

Second: Trustee Osmond

Result: Unanimous

Yea: Trustee Schnell, Trustee Storey, Trustee Salem, Trustee Shands, Trustee Ratcliff, Trustee Kurnit, Trustee Osmond

~~2002~~2016 7112 Students **SUBJECT: LEAVING SCHOOL GROUNDS**

- a) All students must remain on the school grounds through the school day. No student will receive permission to leave the school for any reason during the day unless called for by parent or legal guardian.
- b) Students who are participating in school activities after school hours must remain on the school grounds and may not leave the school grounds. Any middle or high school student who leaves the school grounds without permission, may not be transported on the late bus that evening and further forfeits his/her privilege to participate in that day's school sponsored activities.
- c) Students leaving school grounds during the school day without permission will be subject to appropriate disciplinary action.

14. Independent Contract Retainer

14.01 Approve all ICRs (proposed 8:20)

Recommended Action: The Board of Education hereby approves the Independent Contract Retainers in items 14.02 and 14.03

Motioned: Trustee Salem

Second: Trustee Shands

Result: Unanimous

Yea: Trustee Schnell, Trustee Storey, Trustee Salem, Trustee Shands, Trustee Ratcliff, Trustee Kurnit, Trustee Osmond

14.02 Approve ICR- Jones

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 Dean Jones Music to perform a Musical Assembly on May 5, 2016 at a rate of \$1,000.00 not to exceed \$1,000.00 at the Phoenicia Elementary School and authorizes the Superintendent to sign such an agreement.

14.03 Approve ICR- Diedhiou

Recommended Action: BE IT HEREBY RESOLVED on recommendation by the

Superintendent of Schools that the Board of Education of the Ontario Central School District approves the Independent Contractor Retainer between the Ontario Central School District and Moustapha Diedhiou to perform a Diversity Day Assembly on May 12, 2016 at a rate of \$1,100.00 not to exceed \$1,100.00 at the Middle High School and authorizes the Superintendent to sign such an agreement.

15. Consent Agenda

15.01 Approve Consent Agenda (proposed 8:25)

Recommended Action: Approve consent agenda item numbers 15.02-15.10

Motioned: Trustee Storey

Second: Trustee Osmond

Result: Unanimous

Yea: Trustee Schnell, Trustee Storey, Trustee Salem, Trustee Shands, Trustee Ratcliff, Trustee Kurnit, Trustee Osmond

15.02 Personnel Agenda

APPOINTMENTS: INSTRUCTIONAL RESIGNATIONS

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Carboni, Carol	Teaching Assistant/WD	6/30/2016	Retirement
Kopf, Donna	Teaching Assistant/WD	6/30/2016	Retirement

TEMPORARY APPOINTMENT

NAME	POSITION	EFFECTIVE DATES FROM - TO	RATE OF PAY
Simco, Jennifer	Summer Psychologist	7/1/16-8/31/16	\$38.00/hr

SUBSTITUTES

NAME	POSITION	AMOUNT
Jule, Gillian	Uncertified Substitute Teaching Assistant	\$10.00/hr
O'Keefe, Shannon	Certified Substitute Teacher	\$110.00/day
O'Keefe, Shannon	Certified Substitute Teaching Assistant	\$13.00/hr

LEAVE OF ABSENCE

NAME	EMPLOYEE NUMBER	EFFECTIVE DATE FROM - TO	REASON
	2969	4/13/16-5/6/16	Medical - Paid
	3279	2/25/16-4/7/16*	Medical - Paid
	3279	4/8/16-5/1/16*	Parental - Unpaid

* finalized dates

APPOINTMENTS: NON INSTRUCTIONAL

TEMPORARY APPOINTMENTS

NAME	POSITION	EFFECTIVE DATES FROM - TO	PAY RATE	REMARKS
Calderale, Stacia	Summer Custodial Worker	6/27/16-8/26/16	\$11.00/hr	
Cantwell, Joseph	Summer Custodial Worker	6/27/16-8/26/16	\$11.00/hr	
Caprotti, Patricia	Summer Custodial Worker	6/27/16-8/26/16	\$11.00/hr	
Clinton, Lessia	Summer Custodial Worker	6/27/16-8/26/16	\$11.00/hr	
Davis, Sally	Summer Custodial Worker	6/27/16-8/26/16	\$11.00/hr	
Gille, Ella	Summer Custodial Worker	6/27/16-8/26/16	\$11.00/hr	
Gilsinger, Jeffrey	Summer Custodial Worker	6/27/16-8/26/16	\$11.00/hr	
Jansen, Tina	Summer Custodial Worker	6/27/16-8/26/16	\$11.00/hr	
Jarrett, Thomas	Summer Custodial Worker	6/27/16-8/26/16	\$11.00/hr	
Martin, James	Summer Custodial Worker	6/27/16-8/26/16	\$11.00/hr	
Roosa, Esther	Summer Custodial Worker	6/27/16-8/26/16	\$11.00/hr	
Scheible, Elizabeth	Summer Custodial Worker	6/27/16-8/26/16	\$11.00/hr	
VanLeuvan, Maria	Summer Custodial Worker	6/27/16-8/26/16	On step	Increase from 4 to 8 hrs/day
Walters, Nancy	Summer Custodial Worker	6/27/16-8/26/16	\$11.00/hr	

SUBSTITUTES

NAME	POSITION	AMOUNT
Jule, Gillian	Substitute School Monitor	\$10.00/hr

15.03 Approve 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, #5/16, Confidential, as reviewed by Trustee Ratcliff

15.04 Surplus Equipment

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 Kramer model 308 [Type 311-66] front end loader unit equipped with pallet forks and accessory snowplow as surplus and authorizes sale and/or disposal of this item.

15.05 Warrants

Recommended Action: The Board of Education has reviewed and hereby accepts Warrant Schedule 11

15.06 Approve Board of Registration for Vote and Election

Recommended Action: The Board of Education hereby approves the Board of Registration for the Vote and Election on May 17, 2016

15.07 Create Director of Technology Position

Recommended Action: The Board of Education hereby creates the following position:
1.0 FTE Director of Technology

15.08 Financial Report

Recommended Action: The Board of Education has reviewed and hereby accepts the Quarterly Financial Report ending March 31, 2016

15.09 Inter-School Transfer

Recommended Action: The Board of Education hereby approves the Inter-School Transfer for a second grader from Woodstock to Phoenicia

15.10 Approve Polling Services Agreement

Recommended Action: The Board of Education hereby approves the Polling Services Agreement between OCSD and the County of Ulster and authorizes the Superintendent to sign such agreement.

16. Board Committee Reports

- 16.01 Audit Committee Trustee Schnell to report. Next Meeting is at Central Administration 10:00 on 5/23/16 (proposed 8:30)
Committee has not met since the last Board Meeting

16.02 Facilities Committee - Trustee Kurnit to report. Next meeting is in the MS/HS Conference Room 3:30 on 5/6/16
Committee has not met since the last Board Meeting

16.03 Policy Committee - Trustee Salem to report. Next meeting is at Central Administration 9:30 on 5/11/16
Committee has not met since the last Board Meeting

16.04 Health and Wellness Committee - Trustee Shands to report. Next meeting is TBD in the MS/HS Conference Room on 5/19/16
Committee has not met since the last Board Meeting

17. Old Business

17.01 The Board will discuss Old Business (proposed 8:35)
7:25
No Old Business was discussed

18. New Business

18.01 The Board will discuss New Business (proposed 8:40)
Interim Superintendent Victoria McLaren updated the Board on a realtor for West Hurley:

- Sent an email to commercial realtors in the Hudson Valley from NYC to Albany
 - One realtor wants to tour the building – Director of Facilities will give him a tour

19. Request For Information

19.01 The Board will request information (proposed 8:45)
7:30
Trustee Shands asked what happens to the playground equipment at Bennett when it is replaced
It is unusable once dismantled

20. Adjournment

20.01 Adjourn Meeting (proposed 8:50). Next meeting is Tuesday, May 17, 2016 at the MS/HS - the Board will canvass the votes. Don't forget to vote!
Recommended Action: The meeting is adjourned at
Moted: Trustee Storey
Second: Trustee Osmond
Result: Unanimous
Yea: Trustee Schnell, Trustee Storey, Trustee Salem, Trustee Shands, Trustee Ratcliff
Not Present: Trustee Kurnit, Trustee Osmond

Minutes Recorded by Fern Amster,
District Clerk



Board of Education: Bobbi Schnell, Rob Kurnit, Laurie Osmond, Valerie Storey, Kevin Salem, Lindsay Shands, Bennet Ratcliff