

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## REORGANIZATION/REGULAR MEETING

Minutes

6:00 p.m.

**TUESDAY, JULY 3, 2018**  
**Middle School/High School**

### **1. Opening Items**

1.01 Call to Order 6:00

1.02 Tobacco Policy Statement

1.03 Pledge of Allegiance

1.04 Roll Call:

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

### **2. Oath of Office**

2.01 District Clerk will administer the Oath of Office to Board Trustees whose term starts July 1st

District Clerk will administer the Oath of Office Board Trustees as follows:

Valerie Storey (3 Year Term 7/1/18-6/30/2021)

Rob Kurnit (3 Year Term 7/1/18-6/30/21)

### **3. Nominations for 2018-2019 Board President**

3.01 District Clerk will Call for Nominations for Board President (proposed 6:05)

*Recommended Action:* The Board of Education hereby nominates Kevin Salem for President for the 2018-2019 School year

Motioned: Trustee Ratcliff

Seconded: Trustee Storey

Result: Unanimous

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

### **4. Nominations for 2018-2019 Board Vice President**

4.01 Board President will Call for Nominations for a Board Vice President

*Recommended Action:* The Board of Education hereby nominates Laurie Osmond for Vice President for the 2018-2019 School year

Motioned: Trustee Ratcliff

Seconded: Trustee Warren

Result: Unanimous

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

### **5. Oath of Office**

5.01 The District Clerk will administer the Oath of Office to the 2018-2019 Board of Education President and Vice President

### **6. Annual Appointments**

6.01 Appointments (proposed 6:10)

*Recommended Action:* The Board of Education hereby approves the Appointments of District Officers, Stipends/Fees, effective July 1, 2018, and authorizes the

Superintendent of Schools to sign all necessary contracts:

Motioned: Trustee Osmond

Seconded: Trustee Shands

Result: Unanimous

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

District Clerk:	Fern Amster	As per 3/22/11 resolution – combines pay for Superintendent Secretary and District Clerk
Treasurer:	Deb D'Aprile	As per terms of employment
Deputy District Treasurer:	Terry Snyder	-0-
Claims Auditor	Julie Wright	\$5600
School Tax Collector:	Cheryl Berryann	-0-
Purchasing Agent:	Monica LaClair	-0-

#### 6.02 Other Appointments (proposed 6:15)

*Recommended Action:* The Board of Education hereby approves Other Appointments and Stipends/Fees listed effective July 1, 2018, as well as resolutions on Independent Contract Retainers, and authorizes the Superintendent of Schools to sign all necessary contracts

Motioned: Trustee Ratcliff

Seconded: Trustee Shands

Result: Unanimous

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

1.	School Attorney:	Drohan, Thomas, Waxman, Petigrow & Mayle	\$174.29/hr for attorney retainer- \$200 per month after 350 hours; \$90/hr for paralegal services \$5,083.33/month General Counsel (see attached)
2.	Bond Counsel:	Squire Patton Boggs LLP	As per RFP fee schedule (see attached)
3.	Independent Auditor:	West & Company	\$20,500 (see attached)
4.	District Medical Director	Jane Young, NP 7/1/18-8/30/18) Tanjia Hynes, NP (in-district beginning 9/1/18)	see attached for Jane Young -\$0 - for Tanjia Hynes
6.	Alcohol and Drug Testing Site:	Kingston Worx	See Attached
7.	Fingerprinting:	Reimbursement per District Policy	\$102
8.	Athletic Events Physician:	Jane Young, NP 7/1/18-8/30/18) Tanjia Hynes, NP (in-district beginning 9/1/18)	-0-
9.	CSE Impartial Hearing Officers, Certified by the State of New York in accordance with Section 200.1 of the Commissioner's Regulations:		As per Policy 7670
10.	ECA Central Treasurer	Janelle Perry	\$5127

	ECA Chief Faculty Counselors Bennett Elementary, Middle School and High School:	Building Principals	-0-
11.	Title VI & IX Officer:	Jodi DeLucia	-0-
12.	Coordinator for Section 504:	Cindy Bishop	-0-
13.	Residency Officer:	Monica LaClair	-0-
14.	Records Access Officer:	Monica LaClair	-0-
15.	Records Management Officer:	Monica LaClair	-0-
16.	Homeless Liaison	Cindy Bishop	-0-
17.	Broker of Record	Rose & Kiernan, Inc.	-0-
19.	Asbestos Designee:	Dr. Michael O'Rourke	-0-
20.	School Buildings Structural Inspector and Fire Inspector:	Ulster County BOCES Risk Management Program.	N/A

**BE IT HEREBY RESOLVED** on recommendation by the Superintendent of Schools that all Independent Contractor Retainers will be presented to the Board of Education for approval prior to executing these contracts.

**BE IT HEREBY RESOLVED** on recommendation by the Superintendent of Schools that the Board of Education of the Ontario Central School District authorizes the Superintendent to execute an Independent Contractor Retainer on behalf of the District on an emergency basis only, subject to approval and ratification at the next regularly scheduled Board of Education meeting.

## 7. Authorizations & Designations

### 7.01 Authorizations

*Recommended Action:* The Board hereby authorizes Payroll Certificate, Budget Transfers, Check Signature, Alternate Check Signature, Petty Cash Funds, Bonding of Personnel

Motioned: Trustee Ratcliff

Seconded: Trustee Storey

Result: Unanimous

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

A. Payroll Certificate:	Victoria McLaren	-0-
B. Budget Transfers:	Monica LaClair	-0-
C. Check Signature:	Deb D'Aprile	-0-
D. Alternate Check Signature:	Terry Snyder	-0-

Bonding of Personnel:

1. Blanket limit - \$100,000
2. \$215,000 each for Assistant Superintendent for Business, Senior Account Clerk/Typist, Account Clerk/Typist and District Clerk
3. \$1,000,000 each for Treasurer and Deputy Treasurer, Internal Claims Auditor
4. \$2,000,000 for Tax Collector, Deputy Tax Collector
5. \$400,000 for Central ECA Treasurer and ECA Chief Faculty Counselor

### 7.02 Designations (proposed 6:20)

*Recommended Action:* The Board hereby authorizes Official Bank Depositories,

## Official Newspaper for Legal Notices and Bids, Board Meeting Schedule

Motioned: Trustee Shands

Seconded: Trustee Osmond

Result: Unanimous

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

FUND	Account Names	BANK
General/T&A/T&E/ Federal/Cafeteria	Community Bank MultiFund	Community Bank
	Community Bank Payroll	Community Bank
	NYCLASS Money Market	NYCLASS
	TDBank Money Market	TD Banknorth
	NY Liquid Asset Fund	NYLAF
	Catskill Hudson Tax	Catskill Hudson Bank
	Catskill Hudson Money Market	Catskill Hudson Bank
Capital	Construction	Catskill Hudson Bank
Extraclassroom	HS/MS Bennett	Community Bank Community Bank

B. Official Newspaper for Legal Notices and Bids: Daily Freeman

C. Board Meeting Schedule as attached

**8. Other Approvals**

## 8.01 Other Approvals (proposed 6:25)

*Recommended Action:* The Board hereby authorizes Mileage Reimbursement, Substitute Teacher Rates, Substitute Support Staff Rates, Home Instruction Teacher, Use of Facilities, School Lunch Prices, Copy Rate, 2018-2019 Board of Registration.

Motioned: Trustee Ratcliff

Seconded: Trustee Shands

Result: Unanimous

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

A. Mileage Reimbursement	-Per Current I.R.S. Rate
B Substitute Teacher Rates	-CERTIFIED - \$115.00/day
	- UNCERTIFIED- \$85.00/day
	- Registered Nurse - \$115.00/day
C. Substitute Support Staff Rates	- Teaching Assistant – CERTIFIED -\$85.00/day
	- Teaching Assistant – UNCERTIFIED - \$75.00/day
	- Buildings and Grounds- \$13.00/hr
	- Clerical - \$13.00/hr.
	- Monitor - \$75.00/day
	- Food Service - \$12.00/hr.
	- Bus Driver - \$13.00/hr.
Substitute Short and Long Term Pay	As per Regulation 6220R
D. Home Instruction Teacher	- \$50/hour
E. Non-Profit Use of Facilities - staffing charges	- \$25/hr/employee cafeteria Staff; \$30/hr/ custodial – overtime charge only; \$32/hr/Auditorium Technician

F. School Lunch Prices	- K-5 Lunch = \$2.35, 6-8 \$2.60 HS Lunch = \$2.85, Elementary Breakfast = \$1.35 MS/HS Breakfast = \$1.60
G. Copy rate	-\$0.25/page
H. 2018-2019 Board of Registration	- Keymasters and ballot masters \$100.00 - Chief Registrar Inspectors – Vote Day \$80 - Extra hours shall be pro rata for whatever additional hours are actually worked
Public Library Tax as approved by voters – Library Tax approved by voters on May 15, 2018 with a total of \$20,000	Pine Hill Library - \$700 Phoenicia Library - \$3,500 Olive Free Library - \$5,600 West Hurley Library - \$3,300 Woodstock Library - \$6,900
Grant Funding	The Superintendent is authorized to apply for grants
Credit Card Limit	\$3000

## 8.02 Cell Phone Assignments

*Recommended Action:* The Board of Education hereby approved the following cell phone assignments as below:

Motioned: Trustee Osmond

Seconded: Trustee Shands

Result: Unanimous

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

Cell Phone Assignments 2018-19

MIFI Access Points - Victoria McLaren and Lance Edelman

Jared Mance

Linda Sella

Lance Edelman

Jennifer O'Connor

Victoria McLaren

Gabriel Buono

Scott Richards

Dieter Schimmelpfennig

Nicole Sommer

Kyle Harjes

SRO

Kim Pilla

Elizabeth Fallo

Jodi DeLucia

## 9. Authorize District Treasurer to borrow sums of money

### 9.01 BOE authorizes District Treasurer to borrow sums of money

*Recommended Action:* Resolved, that the Board of Education hereby authorizes the District Treasurer to borrow sums of money, the total of which is not to exceed \$3,000,000 at any one time, during the 2018-2019 school year and to issue appropriate short-term notes according to local finance law. (Tax Anticipation Notes – TAN; Revenue Anticipation Notes – RAN)

Motioned: Trustee Ratcliff

Seconded: Trustee Osmond

Result: Unanimous

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

**10. Establishment of Committees**

10.01 The Board of Education will discuss and establish Board Committees for the 2018-2019 school year (proposed 6:30 duration 10 min)

*Recommended Action:* The Board of Education hereby approves the following temporary committees

- Facilities Committee
- Policy Committee
- Health and Wellness Committee

Motioned: Trustee Shands

Seconded: Trustee Osmond

- Discussion on having policy committee be the whole Board
  - May turn out to be a very long meeting
- Policy committee should be more communicative about policies being reviewed and get input
  - Create agenda for policy and put in management update
  - Discussed Board members rotating through
- Get all committee agendas in advance of meeting and minutes after meeting
- Discussed goal of Communication Committee
  - Needs specific goals – is too broad a topic
  - Disband committee – not a useful tool for this Board
- Decided to not re-form Legislative Action Committee
- Audit Committee is mandated by NY State

Result: Passed

Yea: Trustee Osmond, Trustee Storey, Trustee Salem, Trustee Shands, Trustee Ratcliff, Trustee Warren

Nay: Trustee Kurnit

**11. Hearing on Code of Conduct**

11.01 The Board of Education President will open the hearing on the 2018-2019 Code of Conduct (proposed 6:40)

No comment was made

11.02 Close the Hearing on the Code of Conduct

*Recommended Action:* The Board of Education hereby adopts the revised Code of Conduct

Motioned: Trustee Osmond

Seconded: Trustee Shands

Result: Passed

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Shands, Trustee Kurnit, Trustee Warren

Nay: Trustee Ratcliff

**12. Acceptance of Minutes**

12.01 Acceptance of Minutes (proposed 6:50)

*Recommended Action:* The Board of Education hereby accepts minutes of June 19, 2018

Motioned: Trustee Ratcliff

Seconded: Trustee Storey

Result: Passed

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

### **13. Superintendent District News**

13.01 The Superintendent will report District News (proposed 6:55)

- Wonderful graduation ceremony- very gratifying event
- Summer Skills Academy will be starting Thursday with 78 students enrolled
  - Teachers are planning with Summer Academy Principal Kim Pilla
- Welcome to new Assistant Superintendent for Curriculum & Instruction, Dr. Jodi DeLucia

### **14. Board District News**

14.01 The Board will report District News (proposed 7:00)

Trustee Storey reported – at the Career and Tech graduation received yearbook – giving to Superintendent for the District

Trustee Ratcliff attended 6<sup>th</sup> grade moving up ceremony – was inspiring to see young people excited to get a certificate

### **15. Acknowledge Public Be Heard Comments**

15.01 The Board will acknowledge the public be heard comments from the last meeting  
No comment was made

### **16. Public and Student Comment**

16.01 Public and Students may comment on any agenda or non-agenda item (proposed 7:05 duration 10 min or more)  
No comment was made

### **17. Discussion and Possible Action/Policies**

17.01 The Board will Re-Adopt the Board Norms

Consensus reached to adopt these Board Norms:

Before Board Meetings, Members Will:

1. Submit items to be placed on the agenda in ample time so the Superintendent may assemble information bearing on the item before the meeting.
2. Ensure there is adequate time for Board members to prepare and review all relevant materials, information, data, etc. related to the agenda items. Whenever possible, contact the Superintendent with agenda questions well in advance of the meeting, allowing time for Superintendent and staff to gather pertinent information. Additional questions may still be presented during the Board meeting as necessary.
3. Request information from or through the Superintendent, and only from staff members with the prior knowledge of the Superintendent.
4. Refer all persons with positive or negative comments regarding school district operations to the proper staff person or administrator directly responsible for the operational activity. Focus on the Board's role and not become involved in the day-to-day operations of the school system. We will not engage in the resolution of problems; rather we will refer these concerns to the Superintendent.
5. Limit the amount of time Board members spend in schools and Central Administration to only scheduled Board meetings, committee meetings, agenda setting and other Board approved meetings or tours, of which the entire Board is aware.

During Board Meetings, Members Will:

1. Ensure they are fully prepared, on time and ready to participate.

2. Endeavor to start and end meetings on time.
3. Avoid hidden agendas and springing any surprises on other members.
4. Once recognized by the Board President, ensure that each board member is allowed to speak without interruption.
5. Focus on an agenda item until it is resolved or until a specified time has been reached to resume the resolution process.
6. Say it once, say it well.
7. Model the behaviors the Board expects of students, staff, and community members.
8. Before committing to a position on an agenda item or issue make sure all relevant information has been presented, including the Superintendent's recommendation.

After Board Meetings, Members Will:

1. Support the decisions of the Board, and will not work to undermine Board decisions or encourage others to do so.
2. Abide by the confidentiality laws of executive session and ensure all documents, records, reports, etc. are treated in accordance with applicable laws, regulations, policies, etc.

17.02 Travel Reimbursement for Board Members (proposed 7:10)

*Recommended Action:* The Board of Education hereby approves the reimbursement of Board Members' travel expenses who attend out of District meetings for the 2018-2019 school year.

Motioned: Trustee Shands

Seconded: Trustee Storey

Result: Unanimous

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

17.03 Approve Board Member to sign for Impartial Hearing Officers (proposed 7:15)

*Recommended Action:* As per Commissioner's Regulation §200.5 j ii The Board of Education approves the Board President as the Board of Education designee to approve Impartial Hearing Officers. In the absence of the Board President the Board of Education approves Vice President as the designee

Motioned: Trustee Ratcliff

Seconded: Trustee Kurnit

Result: Unanimous

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

17.04 MOA 07032018- PD Remuneration

*Recommended Action:* The Board of Education hereby approves Memorandum of Agreement #07032018 between the Ontario Central School District and the Ontario Teachers Association regarding remuneration for professional development

Motioned: Trustee Ratcliff

Seconded: Trustee Osmond

- Board was reassured that there is high level of excitement for professional development
- This MOA is for 1 particular situation

Result: Unanimous

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

Following tech policies are from Questar or were created – all due to internal tech audit



## 17.05 First Reading of Policy 5672 Computer Resources

### 2018 5672 Non-Instructional Operations **COMPUTER RESOURCES , DATA MANAGEMENT AND CLOUD BASED COMPUTING**

The Board of Education recognizes that computers are a powerful and valuable education and research tool and as such are an important part of the instructional program. In addition, the district depends upon computers as an integral part of administering and managing the schools' resources, including the compilation of data and recordkeeping for personnel, students, finances, supplies and materials. This policy outlines the Boards expectations in regard to these different aspects of the district's computer resources.

#### General Provisions

The Director of Technology will oversee the use of district computer resources.

The Assistant Superintendent for Curriculum & Instruction will prepare in-service programs for the training and development of district staff in computer skills, appropriate use of computers and for the incorporation of computer use in subject areas.

The Superintendent, working in conjunction with the Assistant Superintendent for Business, Assistant Superintendent for Curriculum & Instruction, and the Director of Technology will be responsible for the approval of purchases and the distribution of computer software and hardware throughout the schools. They shall prepare and submit for the Board's approval a comprehensive multi-year technology plan which shall be revised as necessary to reflect changing technology and/or district needs.

The Superintendent, working with the Director of Technology, shall establish a regulation (6470R) governing the use and security of the district's computer resources (computer resources include all devices that process data, including but not limited to, desktops, laptops, Chromebooks, tablets, copiers and scanners). The security and integrity of the district computer network and data is a serious concern to the Board and the district will make every reasonable effort to maintain the security of the system. All users of the district's computer resources shall comply with this policy, as well as the district's policies 6470, Employee Acceptable Use of District Technology, 8271 Children's Internet Protection and 7314 Student Use of Computerized Information Resources. Failure to comply may result in disciplinary action, as well as suspension and/or revocation of computer access privileges.

All users of the district's computer resources must understand that use is a privilege, not a right, and that use entails responsibility. Users of the district's computer network must not expect, nor does the district guarantee, privacy for electronic mail (e-mail) or any use of the district's computer network. The district reserves the right to access and view any material stored on district equipment or any material used in conjunction with the district's computer network.

#### Management of Computer Records

The Board recognizes that since district data is managed by computer, it is critical to exercise appropriate control over computer records, including financial, personnel and student information. The Superintendent, working with the Director of Technology and the district's Assistant Superintendent for Business, shall establish procedures governing management of computer records taking into account whether the records are stored onsite on district servers or on remote servers in the "cloud". The procedures will address:

- passwords,
- system administration,
- separation of duties,
- remote access,
- encryption,
- user access and permissions appropriate to job titles and duties,
- disposal of computer equipment and resources (including deleting district data or destroying the equipment),
- inventory of computer resources (including hardware and software),
- data back-up (including archiving of e-mail),
- record retention, and
- disaster recovery plans and notification plans
- Downloading software/data
- Appropriate use of personal devices

If the district contracts with a third-party vendor for computing services, the Superintendent, in consultation with the Director of Technology, Assistant Superintendent for Business, Assistant Superintendent for Curriculum & Instruction and the School Attorney, will ensure that all agreements address the procedures listed above, as applicable.

Review and Dissemination

Since computer technology is a rapidly changing area, it is important that this policy be reviewed periodically by the Board and the district's internal and external auditors. The regulation governing appropriate computer use will be distributed annually to staff and students and will be included in both employee and student handbooks.

Cross-ref: 5670, School District Records

6470, Employee Acceptable Use of District Technology  
8271, Internet Safety  
7240, Student Records  
7242 Directory Information  
5510, Accounting of Funds  
5410, Purchasing  
5250, Sale and Disposal of District Property  
5671, Information Security Breach and Notification

## 17.06 First Reading of Policy 5670 School District Records Management

~~2002~~**5670** 5670 Non-Instructional/Business Operations **SCHOOL DISTRICT RECORDS**

**MANAGEMENT** ~~A records management officer shall be designated by the Superintendent, subject to the approval of the Board of Education. Such records management officer shall coordinate the development of and oversee a program for the orderly and efficient management of records, including the legal disposition or destruction of obsolete records, and be given the authority and responsibility to work with other local officials at all levels in the development and maintenance of the records management program.~~

~~Appropriate regulations and procedures shall be developed.~~

**Retention and Disposition of Records**

~~The Superintendent shall retain records for such a period and dispose of them in the manner described in Records Retention and Disposition Schedule ED-1, established pursuant to Part 185, Title VIII of the Official Compilation of Codes, Rules and Regulations of the State of New York and Article 57-A of the Arts and Cultural Affairs Law.~~

~~8 New York Code of Rules and Regulations~~

~~(NYCRR) Section 185~~

~~Local Government Records Act of 1987~~

- It is the policy of the Board of Education to inform members of the public about the administration and operation of the public schools in accordance with the Freedom of Information Law of the State of New York.

The Superintendent of Schools shall develop regulations ensuring compliance with the Freedom of Information Law and setting forth the procedures to be followed to obtain access to district records. Such regulations shall address ensuring applicable confidentiality and security of district information. The Superintendent shall designate, with Board approval, a Records Access and Records Management Officer, pursuant to law.

**Retention and Destruction of Records**

The Board hereby adopts the Records Retention and Disposition Schedule ED-1 issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, which contains the legal minimum retention periods for district records. In accordance with Article 57-A, the district will dispose of only those records described in the schedule after they have met the minimum retention periods set forth in the schedule. The district will dispose of only those records that do not have sufficient administrative, fiscal, legal or historical value to merit retention beyond the established legal minimum periods.

The manner of destruction will be determined by the format of the record (i.e., paper, digital, etc.). In addition, destruction will be appropriately documented.

Litigation-Hold

The Superintendent will establish procedures in the event that the school district is served with legal papers. The Superintendent will communicate with applicable parties, including the school attorney and the records management official, to ensure that, when appropriate, a litigation-hold is properly implemented. The litigation-hold is intended to prevent the destruction or disposal of records that may need to be produced as part of discovery. It is the intention of the Board of Education to comply with applicable rules and regulations regarding the production of necessary documents, data, files, etc. The Board directs the Superintendent to institute such procedures to implement this policy.

The Superintendent or his/her designee, with assistance from the Records Management Officer, shall be responsible for developing and disseminating department-specific retention schedules and guidance to staff, as necessary, to ensure adherence to this policy.

Cross-ref: 5672, Computer Resources and Data Management

Ref: Public Officers Law §84 *et seq.* (Freedom of Information Law)

Education Law §2116

Arts and Cultural Affairs Law §57.11

Arts and Cultural Affairs Law Article 57-A (Local Government Records Law)

Federal Rules of Civil Procedure, 16, 26

8 NYCRR Part 185 (Appendix I) – Records Retention and Disposition Schedule ED-1

#### 17.07 First Reading of Policy 6470 Employee Acceptable Use

2018 6470 Personnel **SUBJECT: EMPLOYEE ACCEPTABLE USE OF DISTRICT TECHNOLOGY**

##### Purpose

Onteora Central School District (OCSD) encourages use of the District Computing Systems (DCS) to explore educational topics, conduct research and engage in work-related professional communication to further the mission of OCSD. It is anticipated that access to various electronic information resources will expedite and enhance the performance of work related tasks and assignments.

Use of the DCS shall cease and the equipment returned to OCSD or the user's access revoked under any of the following circumstances:

1. A user separates from service as an employee of OCSD.
2. Status as a person authorized to access the DCS or use OCSD equipment terminates.
3. A user is assigned a new position and/or responsibilities pursuant to which use of the DCS, or a portion thereof, has not been authorized.
4. User violated this policy.

Anyone who is aware of any misuse or abuse of any software or electronic communication system owned or leased by OCSD shall notify his/her immediate supervisor or building principal.

An administrator who is aware of any misuse or abuse shall notify the Superintendent, Assistant Superintendent, or designee, and appropriate disciplinary action may occur based on the circumstances and in accordance with all applicable laws, bargaining agreements, Board policies, and administrative regulations.

##### User Responsibilities

Each user of the OCSD systems and/or services shall submit a signed Technology Acceptable Use Agreement Form to acknowledge the receipt of this policy and its accompanying regulation

**With increased concern about identity theft, unwarranted invasion of privacy and the need to protect personally identifiable information, prior to students being directed by staff to use any cloud-based educational software/application, staff must get approval from the Building Principal and Director of Technology. The Building Principal and Director of Technology will determine if a formal contract is required or if the terms of service are sufficient to address privacy and security requirements, and if parental permission is needed.**

See Regulation 6470R

#### 17.08 Second Reading and Adoption of Policy 3120 School News Releases (proposed 7:30)

*Recommended Action:* The Board of Education hereby adopts Policy 3120 as written  
Motioned: Trustee Ratcliff

Seconded: Trustee Shands

Result: Unanimous

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

**20022018** 3120 Community Relations **SUBJECT: SCHOOL NEWS RELEASES SPONSORED MEDIA**

**As the official spokesperson, the Superintendent or their designee shall issue all news releases concerning the District. All statements of the Board will be released through the Office of the Superintendent and/or the District Clerk.**

~~The Principal of each building is responsible for the preparation of news releases or announcements concerning the activities within that building. ,and for reviewing them with the Superintendent prior to release. Copies of all final news releases will be sent to the Superintendent's Office. The Board accepts the funding obligation for the necessary staff and production costs.~~

~~In addition, a periodic newsletter may be prepared and mailed to each resident of the School District. Included in the newsletter will be information regarding school activities, a monthly calendar and other items of interest to the community. The Board accepts the funding obligation for the necessary staff and production costs.~~

~~As the official spokesperson, the Superintendent or his/her designee shall issue all news releases concerning the District. All statements of the Board will be released through the Office of the Superintendent and/or the District Clerk.~~

#### 17.09 Second Reading and Adoption of Policy 3281 Use of School Owned Materials & Equipment

*Recommended Action:* The Board of Education hereby adopts Policy 3281 as written  
Motioned: Trustee Storey

Seconded: Trustee Osmond

Result: Unanimous

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

~~2002~~2018

3281

Community Relations **SUBJECT: USE OF SCHOOL-OWNED**

#### **MATERIALS AND EQUIPMENT**

Except when used in connection with or when rented under provisions of Education Law Section 414, school-owned materials or equipment may be used by members of the community or by District employees and/or students for school related purposes only. Private and/or personal use of school-owned materials and equipment is strictly prohibited.

The Board will permit school materials and equipment to be loaned to staff members when such use is directly or peripherally related to their employment and loaned to students when the material and equipment is to be used in connection with their studies or extracurricular activities. Community members will be allowed to use school-owned materials and equipment only for educational purposes that relate to school operations.

~~Administrative regulations will be developed to assure the lender's responsibility for, and return of, all such materials and equipment.~~

Education Law Section 414

#### 17.10 Second Reading and Adoption of Policy 3140 Senior Citizens

Motioned: Benn

Seconded: Trustee Storey

Result: Unanimous

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

*Recommended Action:* The Board of Education hereby adopts Policy 3140 as written

~~2002~~2018 3140 Community Relations **SUBJECT: SENIOR CITIZENS**

Senior citizens will be admitted to all school events, except group sponsored events, without charge. ~~if they present a Senior Citizens Card.~~

Education Law Sections 1502 and 1709(22)

Real Property Tax Law Section 467

#### 17.11 Second Reading and Adoption of Policy 3150 Flag Display

*Recommended Action:* The Board of Education hereby adopts Policy 3150 as written

Motioned: Trustee Storey

Seconded: Trustee Osmond

Result: Unanimous

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

**20022018** 3150 Community Relations **SUBJECT: FLAG DISPLAY**

In keeping with State Education Law and Executive Law, the Board of Education accepts its duty to display the United States flag upon or near each public school building during school hours, weather permitting, and such other times as the statutes may require or the Board may direct.

When ordered by the President, Governor, or local official, to commemorate a tragic event or the death of an outstanding individual, the flag shall be flown at half-staff. The Superintendent's approval shall be required for the flag to be flown at half-staff upon any other occasion. **Regulations for seeking such approval shall be established in the Administrative Manual of the District.**

Education Law Sections 418 and 419

Executive Law Sections 402 and 403

#### 17.12 Rescind Policy 8270 Instructional Technology

*Recommended Action:* The Board of Education hereby rescinds Policy 8270 Instructional Technology

Motioned: Trustee Shands

Seconded: Trustee Osmond

- Very old policy – covered in other technology policies

Result: Unanimous

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

2002 8270 Instruction **SUBJECT: INSTRUCTIONAL TECHNOLOGY**

The Board of Education recognizes its responsibility to further the District's educational goals through the use of appropriate and high quality technological materials and equipment. For the purpose of this policy, technology refers to computers, interactive videodiscs, Compact Disc-Read Only Memory (CD-ROM) devices, local area networks, satellite transmission and other telecommunications equipment.

Continuing advances in technology are bringing about changes that have an increasing impact on the way we obtain, process, evaluate and use information. Therefore, the District is committed to:

- A comprehensive staff development program to ensure appropriate and effective use of technology.
- The preparation of students to utilize multiple types of technology.
- The integration of technology within and across all curriculum areas.
- The equitable distribution and access to technological equipment and materials for all students.
- The promotion of technology as an alternative to traditional methods of gathering, organizing and synthesizing information.
- The provision of sufficient funds, within the budgetary constraints of the Board, for the implementation of technology instruction.

The Board directs the Superintendent or their designee to assess the technological needs of the District's instructional program, research and review current materials and make recommendations to

#### 18. Independent Contract Retainers

##### 18.01 Approve all ICRs (proposed 7:35)

*Recommended Action:* The Board of Education approves the Independent Contract Retainers in items 18.02-18.08

Motioned: Trustee Storey

Seconded: Trustee Osmond

Result: Unanimous

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

##### 18.02 ICR - Pimentel

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Joseph Pimentel, as a muralist effective October 9, 2018 to October 15, 2018 at a rate of \$3500.00 to a maximum of \$3500.00 and authorizes the Superintendent to sign such an agreement.

18.03 ICR - First Steps Half Day

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contract Retainer between the Onteora Central School District and First Steps Early Childhood Education Center, as a Universal Pre-K Provider, for the period beginning July 1, 2018 to June 30, 2019, at a rate of \$304.48 per half day student/month, to a maximum of \$60,896.00 and authorizes the Superintendent to sign such an agreement.

18.04 ICR - First Steps Full Day

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contract Retainer between the Onteora Central School District and First Steps Early Childhood Education Center, as a Universal Pre-K Provider, for the period beginning July 1, 2018 to June 30, 2019, at a rate of \$875.00 per full day student/month, to a maximum of \$131,250.00 and authorizes the Superintendent to sign such an agreement.

18.05 ICR - Woodland Playhouse - Half Day

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contract Retainer between the Onteora Central School District and Woodland Playhouse, as a Universal Pre-K Provider, for the period beginning July 1, 2018 to June 30, 2019, at a rate of \$304.48 per half day student/month, to a maximum of \$30,448.00 and authorizes the Superintendent to sign such an agreement.

18.06 ICR - Woodland Playhouse - Full Day

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contract Retainer between the Onteora Central School District and Woodland Playhouse, as a Universal Pre-K Provider, for the period beginning July 1, 2018 to June 30, 2019, at a rate of \$695.00 per full day student/month, to a maximum of \$69,500.00 and authorizes the Superintendent to sign such an agreement.

18.07 ICR - Beginnings Half Day

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contract Retainer between the Onteora Central School District and Beginnings PreSchool, as a Universal Pre-K Provider, for the period beginning July 1, 2018 to June 30, 2019, at a rate of \$304.48 per half day

student/month, to a maximum of \$30,448.00 and authorizes the Superintendent to sign such an agreement.

#### 18.08 ICR - Beginnings Full Day

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contract Retainer between the Onteora Central School District and Beginnings Preschool, as a Universal Pre-K Provider, for the period beginning July 1, 2018 to June 30, 2019, at a rate of \$750.00 per full day student/month, to a maximum of \$75,000 and authorizes the Superintendent to sign such an agreement.

### 19. Consent Agenda

#### 19.01 Approve Consent Agenda (proposed 7:40)

*Recommended Action:* The Board hereby approves item numbers 19.02 - 19.10

Motioned: Trustee Shands

Seconded: Trustee Storey

Result: Unanimous

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

#### 19.02 Personnel Agenda

##### APPOINTMENT: INSTRUCTIONAL

##### FULL-TIME PROBATIONARY APPOINTMENT

Be it hereby resolved that the Board appoints:

Terri Versace, certified in Special Education, to a 4 year probationary period in the tenure area of Special Education at a salary of 2MA (replaces Jeanenne Bennett) commencing on 8/1/18 and ending on 7/31/22.

Be it further resolved that, to the extent applicable under Education Law Section 3012-d and the accompanying Commissioner's Regulations, in order to be considered for tenure, the above teachers must have received and APPR rating of effective or highly effective in three of the four probationary years and must not receive an ineffective in the fourth year.

##### SUBSTITUTE

NAME	POSITION
Martin, Colleen	School Nurse
Panza, Marcia	School Nurse
Wright, Janet	Certified Instructional

##### TEMPORARY APPOINTMENT: INSTRUCTIONAL

NAME	POSITION/SCHOOL	EFFECTIVE DATE FROM - TO	SALARY
Rushford, Michael	Summer PE Credit Recovery	7/9/2018 – 7/19/2018	\$39.00 Hr.

##### EXTRA DUTY STIPENDS

NAME	POSITION	AMOUNT
Edelman, Lance	CIO for Student Management/Technology - Secondary	\$7,500.00
Liverani, Michael	Football Modified – Assistant Coach	\$2,439.00
Logan, Maris	Volleyball Varsity – Head Coach	\$3,865.00
Rokitowski, Brian	Soccer JV – Head Coach (Boys)	\$3,572.00
Allison, Bridget	Liaison – English	\$3,424.00
Boyer, Erica	Chamber Ensemble Director	\$1,826.00
Boyer, Erica	Commencement Orchestra Director	\$334.00



Boyer, Erica	Liaison – Music	\$2,055.00
Burkhardt, Jeannine	Liaison – Math	\$3,424.00
Casey, Lisa	Class Advisor – Junior	\$2,795.00
Casey, Lisa	Class Advisor – Freshman Split w/P.Colevas	\$439.50
Colevas, Paul	Class Advisor – Freshman Split w/L.Casey	\$439.50
Colevas, Paul	Class Advisor – Senior	\$2,795.00
Colevas, Paul	Lyceum Club Advisor	\$1,281.00
Condon-Krieger, Janet	Tufts Advisor #1	\$1,270.00
Connolly, Brian	Yearbook Advisor – HS	\$2,506.00
Connolly, Brian	Yearbook Business manager	\$1,796.00
Curlew, Alicia	Debating Club – Model Congress Advisor	\$1,386.00
Kenly, Maryanne	Math Coordinator Split w/V. Occhi	\$2,381.50
Murphy, Steven	Marching Band Advisor	\$4,945.00
Murphy, Steven	Jazz Ensemble Director	\$1,493.00
Murphy, Steven	Theatre Technical Director Split w/TBD	\$1,667.00
Occhi, Virginia	Math Coordinator Split w/M. Kenly	\$2,381.50
Partridge, Hilary	Elementary Resource – Additional 1	\$2,111.00
Perls-Shultis, Robin	Tufts Advisor #2	\$1,270.00
Prutzman, Wilbur	Liaison – Occupational Education	\$2,055.00
Stewart, Valerie	Liaison – Foreign Language	\$3,424.00
Via, M. Scott	Liaison – Science	\$3,424.00
Via, M. Scott	Computer Advisor - HS	\$5,239.00
Wolfield, Dale	Liaison – Art	\$2,055.00

## RESIGNATIONS: NON-INSTRUCTIONAL

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Lavelle, James	Part Time Bus Driver	06/20/18	Personal

APPOINTMENT: NON-INSTRUCTIONAL  
TEMPORARY APPOINTMENT

NAME	POSITION/SCHOOL	EFFECTIVE DATE	SALARY STEP	REMARKS
*Blakely, Sabrina	Summer Academy Nurse	7/5/18 – 8/2/18	\$39.00/hr	Sharing w/M.Panza and S.Elmendorf
*Elmendorf, Suellen	Summer Academy Nurse	7/5/18 – 8/2/18	\$39.00/hr	Sharing w/M.Panza and S.Blakely
*Panza, Marcia	Summer Academy Nurse	7/5/18 – 8/2/18	\$39.00/hr	Sharing w/S.Blakely and S.Elmendorf
VanLeuvan, Robert	Custodial Worker/District	7/5/18 – 8/31/18	\$12.00/hr	Summer Position
*Date Adjustment				

## SUBSTITUTE

NAME	POSITION
Oster, Jackie	Uncertified TA

## 19.03 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, #7/18, Confidential, as reviewed by Trustee Kurnit

## 19.04 Approve Extension of Capital Markets Advisors

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the



Superintendent of Schools that the Board of Education of the Onteora Central School District approve the extension of the contract between Onteora Central School District and Capital Markets Advisors, LLC for Financial Advisory Services for the 2018-19 school year and authorizes the Superintendent to sign such an agreement.

19.05 Approve Watershed Grant

*Recommended Action:* Resolved that the Board of Education is authorized and hereby directs the Superintendent of Schools to sign the contract with the Catskill Watershed Corporation for an education grant in the amount of \$10,000 for a project titled "5th Grade Frost Valley Environmental Field Trip", and to ensure that activities and programs by said grant are carried out in accordance with grant requirements.

19.06 Surplus Books

*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 Developing Child, World History and Life Skills Heath textbooks from the Middle School as surplus and authorizes the sale or disposal of these items.

19.07 Motion for District to Reimburse Fingerprint Fee

*Recommended Action:* BE IT RESOLVED, that the Board of Education hereby agrees to reimburse the fingerprinting fee for all prospective coaches hired on or after July 1, 2018 who are subject to the fingerprinting requirements of the Education Law and whose annual salary is less than \$15,000 and  
BE IT FURTHER RESOLVED, that the Board of Education hereby agrees to reimburse coaches hired on or after July 1, 2018 who are subject to the fingerprinting requirements of the Education Law, for the fingerprinting fees incurred by the coach after they have worked for the Onteora Central School District for one full sports season  
BE IT FURTHER RESOLVED, that the Board of Education hereby approves the expenditure of funds for the reimbursement of fingerprinting fees in accordance with this Resolution.

19.08 Approve Contract for Stand-By Ambulance

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the contract between Onteora Central School District and Olive First Aid Unit, Inc. for stand by ambulance service and authorizes the Superintendent to sign such an agreement.

19.09 Adjust Budget for Shed replacement

*Recommended Action:* The Superintendent recommends approval to adjust the 2017-2018 budget for insurance recoveries received from Utica National Insurance for replacement of sheds due to the fire at Bennett Elementary School.  
Utica National Insurance \$41,819.66  
H1620.293-03SHED Bennett Shed Replacement \$23,475  
A1620.466-17 Building Repair \$18,344.66.66

19.10 Accept Bid for Sheds

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the

Superintendent of Schools that the Board of Education of the Ontario Central School District approve the award of the bid for the Storage Sheds at the Bennett Elementary School based on the bid documents of June 26, 2018 to the lowest responsible bidder, Brads Barns & Gazebos, in the amount of \$23,475.00 and authorizes the Superintendent to sign such an agreement.

## 20. Old Business

20.01 The Board will discuss Old Business (proposed 7:45)

Motion to create an Ad Hoc Committee to do literature review and research to better inform the Board on what other districts have done to mitigate the budget as health care costs continue to rise and enrollment continues to decline

Motioned: Trustee Osmond

Seconded: Trustee Ratcliff

- Needs more than just Board members to do strategic plan
  - Is not for strategic plan to suggestions, just research committee
  - Look only at NYS due to NY regulations
  - Resource for Board members to ask questions
- Trustee Ratcliff, Trustee Kurnit, Trustee Storey are Ad Hoc Committee

Result: Unanimous

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

## 21. New Business

21.01 The Board will discuss New Business

No New Business was discussed

## 22. Adjournment

22.01 Adjourn Meeting. Next meeting August 7, 2018 in the Middle School/High School (proposed 7:50)

*Recommended Action:* The meeting is adjourned at 7:05

Motioned: Trustee Storey

Seconded: Trustee Osmond

Result: Unanimous

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

Minutes Recorded by Fern Amster,  
District Clerk



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

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## SPECIAL MEETING

9:00 a.m.

## MINUTES

**WEDNESDAY, AUGUST 1, 2018**

CENTRAL ADMINISTRATION CONFERENCE ROOM

### 1. Opening Items

1.01 Call to Order 9:00 am

1.02 Appoint Clerk Pro-Tem

*Recommended Action:* The Board of Education hereby appoints Monica LaClair as Clerk Pro Tem in the absence of the District Clerk

Motioned: Trustee Kurnit

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Salem, Trustee Kurnit, Trustee Storey, Trustee Ratcliff

Not Present: Trustee Osmond, Trustee Shands, Trustee Warren

1.03 Roll Call

Present: Trustee Salem, Trustee Kurnit, Trustee Storey, Trustee Ratcliff

Not Present: Trustee Osmond, Trustee Shands, Trustee Warren

1.04 Tobacco Policy Statement

### 2. Policies

2.01 Waive First Reading

*Recommended Action:* The Board of Education hereby waives the first reading of Policies 5660, 7220 and 7222.

Motioned: Trustee Ratcliff

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Salem, Trustee Kurnit, Trustee Storey, Trustee Ratcliff

Not Present: Trustee Osmond, Trustee Shands, Trustee Warren

2.02 Adopt Policy 5660

*Recommended Action:* The Board of Education hereby adopts Policy 5660 as written.

Motioned: Trustee Ratcliff

Seconded: Trustee Storey

Result: Unanimous

Result: Unanimous

Yea: Trustee Salem, Trustee Kurnit, Trustee Storey, Trustee Ratcliff

Not Present: Trustee Osmond, Trustee Shands, Trustee Warren

#### 2018 5660 Non-Instructional/Business Operations **SUBJECT: SCHOOL MEAL SERVICE PROGRAM (LUNCH AND BREAKFAST)**

The Board of Education recognizes that the nutrition of district students is an important factor in their educational progress. The Board therefore shall participate in federally funded school lunch programs, and shall provide free or reduced price meal services to qualified district students.

#### **Availability, Application and Notification**

Notice of the availability of the free and reduced price meal programs will be sent to the homes of students, local media, the local unemployment office and large employers experiencing layoffs in the area from which the district draws its attendance. Any child who is a member of a family unit whose income is below the federally established scale shall be eligible to receive such services.

To apply for the free [or reduced price] meal program:

WEDNESDAY, AUGUST 1, 2018

CENTRAL ADMINISTRATION CONFERENCE ROOM

- a. Application forms will be available in the main office of each school building and on the district web site <http://www.onteorak12.ny.us/domain/20> and can be completed and submitted at any time during the year.
- b. Completed forms must be submitted to the main office of the school which the student attends prior to any determination of eligibility.
- c. The parent or guardian will be informed of the determination within one week of receiving a properly completed application.

Applications will be kept confidential.

Upon written request, the Assistant Superintendent for Business will hear appeals of determinations regarding such services in compliance with federal regulations governing the National School Lunch Program.

In addition, in order to reach students who are categorically eligible for free [and reduced price] meals and to comply with state law, three times per school year the School Lunch Manager will review the list made available by the State Education Department of children ages three to 18 who are in households receiving federal food assistance, Medicaid benefits (for certain recipients), or Temporary Assistance for Needy Families (TANF) to identify students within the district. The district will send a notice to those families apprising them of their student's eligibility to participate in the school meal programs without further application. Parents may decline participation by informing the district in writing. If the service is declined, the student will be removed from the eligibility list.

### Meal Charge Policy

The goal of the *Onteora Central School District* is to provide student access to nutritious no- or low-cost meals each school day and to ensure that a pupil whose parent/guardian has unpaid school meal fees is not shamed or treated differently than a pupil whose parent/guardian does not have unpaid meal fees. The intent of this policy is to establish procedures to address unpaid meal charges throughout the *Onteora Central School District* in a way that does not stigmatize, distress or embarrass students. The provisions of this policy pertain to regular priced school breakfast ~~and~~, lunch ~~and snack (if applicable)~~ meals only. The *Onteora Central School District* provides this policy as a courtesy to those students in the event that they forget or lose their lunch money. Charging of items outside of the reimbursable meals (a la carte items, adult meals, etc.) is expressly prohibited.

- Free Meal Benefit - Free eligible students will be allowed to receive a free breakfast and lunch each day. A la carte purchases must be paid/prepaid.
- Reduced Meal Benefit - Reduced eligible students will be allowed to receive a breakfast for \$.25 and lunch for \$.25 each day. ~~A student will be allowed to charge a maximum of 5 meals to their account after the balance reaches zero.~~ The charge meals offered to students will be reimbursable meals that are available to all students unless the student's parent or guardian has specifically provided written permission to the school to withhold a meal. A la carte items or other similar items must be paid/prepaid.
- Full Pay Students – Students will pay for meals at the school's published paid meal rate each day. If a student is without meal money on a consistent basis, the administration will investigate the situation more closely and take further action as needed. If financial hardship exists, parents and families are encouraged to apply for free or reduced price lunches for their child if applicable. ~~A student will be allowed to charge a maximum of 5 reimbursable meals to their account after the balance reaches zero (grades 9-12 max \$8.40, grades 5-8 max \$7.65, grades K-3 max \$6.90.)~~ The charge meals offered to students will be reimbursable meals that are available to all students.
- Parents/Guardians are responsible for meal payment to the food service program. Discreet notices of ~~low~~ ~~or~~ deficit balances will be sent to parents/guardians at regular intervals during the school year.
- Students/Parents/Guardians may pay for meals in advance via *the Parent Portal* or with a check payable to *Onteora CSD Food Service*. Further details are available on our webpage at [Onteora.k12.ny.us](http://Onteora.k12.ny.us). Funds should be maintained in accounts to minimize the possibility that a child may be without meal money on any given day. Any remaining funds for a particular student may/will be carried over to the next school year.
- Refunds for withdrawn, and graduating students; a written or e-mailed request for a refund of any money remaining in their account must be submitted. Students who are graduating at the end of the year will automatically be refunded any balance over \$10.00 unless they have a sibling and then be given the option to request a refund or it will automatically be transferred to a sibling's account.
- Unclaimed Funds must be requested within one school year. Unclaimed funds will then become the property of the *Onteora Central School District* Food Service Program.
- Balances Owed collection will follow the policies and procedures set by the school.

## ONGOING STAFF TRAINING:

- Staff will be trained annually and throughout the year as needed on the procedures for managing meal charges using the NYSED Webinar or the school's training program.
- Staff training includes ongoing eligibility certification for free or reduced price meals.

## PARENT NOTIFICATION:

- Parents/guardians will be notified that a student's ~~meal card or~~ account balance is exhausted every Wednesday and Sunday by email.
- Parents/guardians will be notified that a student has accrued meal charges every Wednesday and Sunday by email.

## PARENT OUTREACH:

- Staff will communicate with parents/guardians with five or more meal charges to determine eligibility for free or reduced price meals.
- School staff will make two documented attempts to reach out to parents/guardians to complete a meal application in addition to the application and instructions provided in the school enrollment packet.
- School staff will contact the parent/guardian to offer assistance with completion of meal application to determine if there are other issues within the household causing the child to have insufficient funds, offering any other assistance that is appropriate.

## MINIMIZING STUDENT DISTRESS:

- School will not publicly identify or stigmatize any student on the line or discuss any outstanding meal debt in the presence of any other students.
- Students who incur meal charges will not be required to wear a wristband or handstamp, or to do chores or work to pay for meals.
- Schools will not throw away a meal after it has been served because of the student's inability to pay for the meal or because of previous meal charges.
- Schools will not take any action directed at a pupil to collect unpaid school meal fees.
- Schools will deal directly with parents/guardians regarding unpaid school meal fees.

## ONGOING ELIGIBILITY CERTIFICATION:

- School staff will conduct direct certification with NYSSIS or using NYSED Roster Upload at least monthly to maximize free eligibility.
- School staff will provide parents/guardians with free and reduced price application and instructions at the beginning of each school year in school enrollment packet.
- Schools using electronic meal application will provide an explanation of the process in the school enrollment packet and instructions on how to request a paper application at no cost.
- Schools will provide at least two additional free and reduced price applications throughout the school year to families identified as owing meal charges.
- Schools will coordinate with the foster, homeless, migrant, runaway coordinators at least monthly to certify eligible students.

National School Lunch Act of 1946, as amended, (42 U.S.C. §§1751-1760)

Child Nutrition Act of 1966, as amended, (42 USC §§1771 et seq.)

7 CFR Part 245 (245.2, Definitions; 245.5, public announcement; 245.6, categorical eligibility and direct certification/verification.)

Social Services Law §95(7)

Education Law Sections 915, 1709(22) and (23)

Policy 5661 District Health and Wellness Policy

## 2.03 Adopt Policy 7220

*Recommended Action:* The Board of Education hereby adopts Policy 7220 as written

Motioned: Trustee Ratcliff

Seconded: Trustee Storey

Result: Unanimous

Result: Unanimous

Yea: Trustee Salem, Trustee Kurnit, Trustee Storey, Trustee Ratcliff

Not Present: Trustee Osmond, Trustee Shands, Trustee Warren

**20022018 7220 Students SUBJECT: GRADUATION REQUIREMENTS**

In order to graduate from Onteora Central School District, a student must complete or may exceed the requirements set forth in Part 100 of the Commissioner's Regulations.

~~8 New York Code of Rules and Regulations~~

~~(NYCRR) Sections 100.1(i) and 100.5~~

**Participation in the graduation exercises will be predicated on satisfactory completion of all graduation requirements, except as permitted by policy 7222.**

**Cross-ref: 7222, Diploma and Credential Options for Students with Disabilities**

**Ref: 8 NYCRR §§100.5; 100.6**

**Now Present**

Trustee Osmond arrived at 9:10

**2.04 Adopt Policy 7222**

*Recommended Action:* The Board of Education hereby adopts Policy 7222 as written

Motioned: Trustee Ratcliff

Seconded: Trustee Storey

Result: Unanimous

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

Not Present: Trustee Shands, Trustee Warren

**20082018 7222 Students SUBJECT: DIPLOMA and CREDENTIAL OPTIONS FOR STUDENTS WITH DISABILITIES**

~~— The Board of Education is committed to ensuring that students with disabilities are provided appropriate opportunities to earn a high school diploma in accordance with the provisions of Commissioner's Regulations Section 100.5. However, when necessary, the District may award high school individualized education program (IEP) diplomas to students with disabilities.~~

**High School Diplomas**

~~— Students pursuing either a Regents or a local high school diploma must acquire a certain number of units of credit in specified courses and also meet subject sequence requirements. It is critical that students with disabilities be provided access to the required courses and testing programs needed for graduation with these awards.~~

**High School Individualized Program (IEP) Diplomas**

~~— Each individualized education program (IEP) diploma awarded shall be accompanied by a written statement of assurance that the student named as its recipient shall continue to be eligible to attend school until the student has earned a high school diploma or until the end of the school year of such student's twenty-first birthday, whichever is earlier.~~

~~— The Superintendent shall report to the State Education Department, within fifteen (15) days after the June graduation, the total number and the names of the students awarded IEP diplomas that school year.~~

**Regents Competency Test (RCT) Safety Net and 55-64 Passing Score Option for Students with Disabilities**

~~— In October 2003, the Board of Regents approved an extension of the Regents Competency Test (RCT) "safety net" for students with disabilities who pursue a Regents or local high school diploma.~~

~~— The following students qualify for the RCT safety net and the 55-64 passing score:~~

~~— a) Students with disabilities identified through a Committee on Special Education (CSE). Specific language regarding the availability of the safety net does not have to be indicated on the student's IEP.~~

~~— b) Students with disabilities identified through the Section 504 Multidisciplinary Team (MDT) if recommended and documented by the MDT on the student's Accommodation Plan.~~

~~— c) Students with disabilities declassified while in grades 8 through 12 if recommended and documented by the CSE on the student's IEP.~~

**RCT Safety Net**

~~— In order to earn a high school Regents diploma, all students need to take and pass five (5) specific Regents examinations with a score of 65 or higher. Vocational and Educational Services for Individuals with Disabilities (VESID) has developed a chart on the "Diploma Requirements Based on June 2005 Board of Regents Action to Phase in the 65 Graduation Standard on Required Regents Exams" which is available at: <http://vesid.nysed.gov/specialed/publications/policy/chart-diploma.htm>~~

~~— The safety net allows students with disabilities who fail a required Regents exam to instead meet the requirements for a local diploma by passing the RCT in that subject or the Department approved alternative. The safety net is available to all eligible students with disabilities entering grade 9 through the 2009-10 school year. The school may administer the RCT before or after the Regents examination, but in all cases the student must take the required Regents examination in order to earn the local diploma. The RCT exams will be available until the student graduates or reaches the age of twenty-one (21).~~

#### ~~55-64 Passing Score~~

~~— For students with disabilities who first enter grade 9 in September 2005 and thereafter, a score by the student of 55-64 may also be met by achieving a passing score on any Regents examination (English, Mathematics, Science, Global History and U.S. History) required for graduation; and, in such event, the District may issue a local diploma to such student. The 55-64 passing score must be made available to students with disabilities and is no longer a District option. This provision shall apply only to students with disabilities who are entitled to attend school pursuant to Education Law Sections 3202 or 4402(5). ~~Education Law Sections 3202 and 4402(5) 8 New York Code of Rules and Regulations (NYCRR) Sections 100.5(a-f) and 100.9~~~~

~~— The Board of Education is committed to supporting all students so they are college- and career-ready upon graduation. The Committee on Special Education (CSE), which includes parents/guardians, will work with students with disabilities to attain the appropriate diploma or credential based on their Individualized Education Plan (IEP).~~

#### Regents Diploma or Regents Diploma with Advanced Designation

Students with disabilities are encouraged to work toward the completion of requirements for a Regents diploma or Regents diploma with an advanced designation, as established by New York State and the Board.

#### Local Diploma

Students with disabilities may work toward completion of the requirements of a local diploma. The local diploma may be earned by meeting the standards set forth in state regulations, including by Superintendent's determination.

#### Career Development and Occupational Studies Commencement Credential

~~Students with disabilities, who are not students with severe disabilities under Commissioner's Regulations, may be issued a New York State Career Development and Occupational Studies Commencement Credential (CDOS), pursuant to the requirements of those regulations. The student may pursue a CDOS either in addition to or instead of a high school diploma. The district shall ensure that such students have been provided with appropriate opportunities to earn a high school diploma.~~

#### Skills and Achievement Commencement Credential

~~A student who meets the state definition of a student with severe disabilities, who has taken the State assessment for students with severe disabilities, may be issued a skills and achievement commencement credential pursuant to the requirements of Commissioner's Regulations 8 NYCRR §100.6.~~

#### Continued Right to Educational Services

~~If a student receiving a Career Development and Occupational Studies Commencement Credential or a Skills and Achievement Commencement Credential is less than twenty-one years of age, the credential shall be accompanied by a written assurance of the student's continued right to attend public school until the end of the school year in which the student reaches the age of twenty-one or until the student has earned a high school diploma, whichever is earlier.~~

#### Graduation Ceremonies



Students with disabilities may participate in graduation ceremonies as permitted under state law.  
Cross-ref: 7220, Graduation Requirements; Ref: 8 NYCRR §§100.1; 100.5; 100.6; 100.9

### 3. Independent Contract Retainers

#### 3.01 Approve All Independent Contract Retainer

*Recommended Action:* The Board of Education hereby approves the Independent Contract Retainers in Items 3.02-3.03

Motioned: Trustee Ratcliff

Seconded: Trustee Osmond

Result: Unanimous

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

Not Present: Trustee Shands, Trustee Warren

#### 3.02 ICR - Szakmary

*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 Linda Szakmary, as a Literacy Coach for the period beginning July 1, 2018 to June 30, 2019 at a rate of \$400.00 per day, to a maximum of \$32,000.00 and authorizes the Superintendent to sign such an agreement

#### 3.03 ICR - Werner

*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 Kathy Werner, as a Literacy Coach for the period beginning July 1, 2018 to June 30, 2019 at a rate of \$400.00 per day, to a maximum of \$32,000.00 and authorizes the Superintendent to sign such an agreement

### 4. Consent Agenda

#### 4.01 Approve Consent Agenda

*Recommended Action:* The Board of Education hereby approves Consent Agenda Item Numbers 4.02-4.12

Motioned: Trustee Ratcliff

Seconded: Trustee Osmond

Result: Unanimous

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

Not Present: Trustee Shands, Trustee Warren

#### 4.02 MOA for Cross Country Track Assistant Coach

*Recommended Action:* The Board of Education hereby approves the Memorandum of Agreement number 08012018 between the Ontario Central School District and the Ontario Teachers Association for a cross country track assistant coach.

#### 4.03 MOA for Cross Country Track Modified Coach

*Recommended Action:* The Board of Education hereby approves the Memorandum of Agreement number 08012018A between the Ontario Central School District and the



WEDNESDAY, AUGUST 1, 2018

CENTRAL ADMINISTRATION CONFERENCE ROOM

Onteora Teachers Association for a cross country track modified coach.

#### 4.04 Personnel Agenda

##### RESIGNATIONS:

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Donadio, Margaret	TA/Bennett	06/30/18	Retirement
Logan, Maris	Physical Education Teacher K/12	09/01/18	Personal

##### APPOINTMENT: INSTRUCTIONAL

##### RECALL FROM PREFERRED ELIGIBLE LIST: FULL-TIME PROBATIONARY APPOINTMENT

NAME	TENURE AREA	PROBATIONARY DATES	SALARY	REMARKS
*Bergenson, Erika	Elementary	8/1/18 – 8/31/21	3MA	Recall
*Date Adjustment				

##### EXTRA DUTY STIPENDS

NAME	POSITION	AMOUNT
Rokitowski, Brian	Soccer JV – Head Coach (Boys)	Rescind
Logan, Maris	Volleyball Varsity – Head Coach	Rescind
Calinda, Jason	Track – Cross Country – Assistant Coach MOA# 08012018	\$2,439.00
Groeters, Michael	Soccer JV – Head Coach (Girls)	\$3,572.00
Rokitowski, Brian	Volleyball Varsity – Head Coach	\$3,865.00
Schimmelpfennig, Dieter	Coordinator for the Dignity For All Students Act	\$4,500.00

##### APPOINTMENT: NON-INSTRUCTIONAL

##### PROBATIONARY APPOINTMENT

NAME	POSITION/SCHOOL	PROBATIONARY PERIOD	SALARY STEP	REMARKS
Galuska, Susan	12 Month 40 hr. Senior Typist	7/1/18 - 12/31/18	9	From 12 Month 37.5 hr. Typist
Tucker, Gina	12 Month 40 hr. Senior Typist	7/1/18 – 12/31/18	13	From 12 Month 37.5 hr. Typist
*Bennett, Joshua	Groundskeeper II/District	8/6/18 – 2/5/18	1	Replace N. VanLeuvan
*Pending pre-employment processing				

##### TEMPORARY SUMMER APPOINTMENT: INSTRUCTIONAL

NAME	POSITION/SCHOOL	EFFECTIVE DATE FROM - TO	AMOUNT	REMARKS
Iapoce, Judy	Summer School Teacher Sub	7/19/18 – 8/3/18	\$39.00/hr	Summer Academy
Kasprzyk, Christopher	Summer School Teacher	7/11/18 – 8/3/18	\$39.00/hr	Summer Academy

#### 4.05 Donation for Bennett Risers

*Recommended Action:* The Superintendent recommends acceptance of a donation totaling \$9,054.18 CASH, from the Bennett ECA to apply towards the purchase of speakers and risers for the Bennett Music Department.

The Superintendent recommends approval to increase the 2018-2019 Budget per the following donations:

Bennett ECA

A2110.431.01-03 BN Supplemental \$9,054.18

#### 4.06 Revised Board Meeting Schedule

*Recommended Action:* The Board of Education hereby approves the revised Board Meeting Schedule for 2018-2019

#### 4.07 Warrants

*Recommended Action:* The Board of Education has reviewed and hereby approves Warrant Schedule 1

#### 4.08 Close Scholarship Account

*Recommended Action:* The Superintendent recommends the closing of the expendable trust account TE92.033 Scholarship Bruck and moving the remaining funds of \$1.75 to the Scholarship General account of TE92.1000.

#### 4.09 Create Position

*Recommended Action:* The Board of Education hereby creates the following position:  
1.0 School Program Secretary

#### 4.10 Bond Anticipation Notes

*Recommended Action:* WHEREAS, the qualified voters of the Onteora Central School District, New York, (the "District") at the annual District meeting of such voters duly held on the 15th day of May, 2018, duly approved a proposition authorizing the issuance of general obligation bonds in an aggregate principal amount not to exceed \$175,000 to finance the purchase of two (2) school buses, the levy of a tax to be collected in installments in payment thereof and the expenditure of such sum for such purpose; now therefore,

BE IT RESOLVED BY THIS BOARD OF EDUCATION AS FOLLOWS:

Section 1. The District shall purchase two (2) school buses, as more particularly described in Section 3 hereof, and as generally outlined to and considered by the voters of the District at the annual District meeting duly held on May 15, 2018.

Section 2. The District is hereby authorized to issue its general obligation bonds (the "Bonds") in the aggregate principal amount of not to exceed \$175,000 pursuant to the Local Finance Law of New York, in order to finance the class of objects or purposes described herein.

Section 3. The class of objects or purposes to be financed pursuant to this Resolution (the "Purpose") is the purchase of two (2) school buses.

Section 4. It is hereby determined and declared that (a) the maximum cost of the Purpose, as estimated by the Board of Education, is \$175,000 (b) no money has heretofore been authorized to be applied to the payment of the cost of the Purpose, and (c) the District plans to finance the cost of the Purpose entirely from funds raised by the issuance of the Bonds and bond anticipation notes hereinafter referred to.

Section 5. It is hereby determined that the Purpose is one of the class of objects or purposes described in Subdivision 29 of Paragraph a of Section 11.00 of the Local Finance Law, and that the period of probable usefulness of the Purpose is five (5) years.

Section 6. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the sale of the Bonds, including renewals of such notes, is hereby delegated to the President of the Board of Education, the chief fiscal officer. Such notes shall be of such terms, form and contents, and shall be sold in such manner, as may be prescribed by said President of the Board of Education, consistent with the provisions of the Local Finance Law.

Section 7. The power to further authorize the issuance of the Bonds and bond anticipation notes and to prescribe the terms, form and contents of the Bonds and bond anticipation notes, including the consolidation with other issues and the use of substantially level or declining debt service, subject to the provisions of this Resolution and the Local Finance Law, and to sell and deliver the Bonds and bond anticipation notes, is hereby delegated to the President of the Board of Education. The President of the Board of Education is hereby authorized to sign and the District Clerk is hereby authorized to attest any Bonds and bond anticipation notes issued pursuant to this Resolution, and the District Clerk is hereby authorized to affix to such Bonds and bond anticipation notes the corporate seal of the District.

Section 8. The faith and credit of the District are hereby irrevocably pledged for the payment of the principal of and interest on the Bonds and bond anticipation notes as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such obligations becoming due and payable in such year. There shall be levied annually on all taxable real property of the District, a tax sufficient to pay the principal of and interest on such obligations as the same become due and payable, taking into account aid received by the

District from the State of New York.

Section 9. This Resolution shall constitute the declaration of the District's official intent" to reimburse expenditures authorized by Section 1 with proceeds of the Bonds and notes, as required by United States Treasury Regulation Section 1.150-2.

Section 10. This Resolution shall be published in full by the District Clerk together with a notice in substantially the form prescribed by Section 81.00 of said Local Finance Law, and such publication shall be in each official newspaper of the District. The validity of the Bonds or of any bond anticipation notes issued in anticipation of the sale of the Bonds may be contested only if such obligations are authorized for an object or purpose for which the District is not authorized to expend money, or the provisions of law which should be complied with at the date of publication of this Resolution are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of such publication; or if said obligations are authorized in violation of the provisions of the Constitution.

Section 11. This Resolution shall take effect immediately upon its adoption.

#### 4.11 Stipulation of Settlement

*Recommended Action:* RESOLVED, that all claims asserted in the Impartial Hearing Complaint brought by the Parent(s) of Student No. 08012018 as well as any and all future claims be resolved in their entirety in accordance with the terms and conditions of the Stipulation to be entered into between the Board and the Parent(s), in a form satisfactory to the District's attorney.

BE IT FURTHER RESOLVED, that the Board authorizes the Superintendent of Schools to execute the aforementioned Stipulation.

#### 4.12 Increase Credit Card Limit

*Recommended Action:* The Board hereby authorized the Credit Card limit to be raised to \$10,000.

### 5. Closing Items

#### 5.01 Adjournment

*Recommended Action:* The meeting is adjourned at 9:25

Motioned: Trustee Ratcliff

Seconded: Trustee Osmond

Result: Unanimous

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

Not Present: Trustee Shands, Trustee Warren

#### Motion to re-open meeting

Motioned: Trustee Osmond

Seconded: Trustee Ratcliff

Result: Unanimous

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

Not Present: Trustee Shands, Trustee Warren

#### Motion to appoint Rob Kurnit as an alternate signature in the absence of the Board President and Vice President

Motioned: Trustee Salem

Seconded: Trustee Osmond

Result: Unanimous

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

Not Present: Trustee Shands, Trustee Warren

Motion to adjourn meeting at 9:36

Motioned: Trustee Ratcliff

Seconded: Trustee Osmond

Result: Unanimous

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

Not Present: Trustee Shands, Trustee Warren

Minutes Recorded by Monica  
LaClair, Clerk Pro Tem

A handwritten signature in cursive script, reading "Monica LaClair". The signature is written in dark ink on a light background.

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

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## REGULAR MEETING

6:00 p.m.

**TUESDAY, AUGUST 14, 2018**

MIDDLE SCHOOL/HIGH SCHOOL

## MINUTES

### 1. Opening Items

- 1.01 Call to Order 6:00
- 1.02 Tobacco Policy Statement
- 1.03 Pledge of Allegiance
- 1.04 Roll Call

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

Not Present: Trustee Ratcliff, Trustee Osmond

### 2. Acceptance of Minutes

- 2.01 Acceptance of Minutes (proposed 6:05)

*Recommended Action:* The Board of Education hereby accepts minutes of the July 3, 2018 and August 1, 2018 Board Meetings

Motioned: Trustee Kurnit

Seconded: Trustee Shands

Result: Unanimous

Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee Shands

Not Present: Trustee Ratcliff, Trustee Osmond

### 3. Superintendent District News

- 3.01 The Superintendent will report District News (proposed 6:10)

- Results of the Advanced Placement exams - a score of 3 or higher will often be accepted
  - Over 120 exams taken in June and the average score was 3.4
    - Average score for NYS was 2.97, and across US was 2.87
- Ordering new signs for this campus to make things clearer for visitors
  - Will show the location of Central Administration, the Student Drop Off, and the entrance for athletic events
- Buildings are being cleaned and prepped for the start of school
- Sports have begun and kids are on campus again
- Dr. DeLucia, Ms. Bishop and I attended a conference in Ithaca entitled the Diversity Symposium of Thought Leaders
  - Asking the Board to approve a contract with the NYU Metropolitan Center for Research on Equity and the Transformation of Schools to support the staff at the secondary level
- Raptor Visitor Management System - moving forward with a new visitor management system as an additional enhancement to school safety
- Tax Rates are finalized - the total assessed value of Onteora has increased by \$20M
  - Tax rate in Hurley, Marbletown, Shandaken and Lexington increased by

- 0.59%
- Tax rate in Olive has increased by 1.58%; tax rate in Woodstock has increased by 5.38%

**Now Present:**

Trustee Osmond arrived at 6:05

**4. Board District News**

- 4.01 The Board will report District News (proposed 6:15)  
No Board News was reported

**5. Acknowledge Public Be Heard Comments**

- 5.01 No comment was made at the last Board meeting

**6. Public and Student Comment**

- 6.01 Public and Students may comment on any agenda or non-agenda item. (proposed 6:20 duration 10 min or more)  
No comment was made

**7. Discussion and Possible Action/Policies**

- 7.01 Approve Donation from Hannaford (proposed 6:30)  
*Recommended Action:* The Superintendent recommends acceptance of a donation totaling \$11.00 CASH, from Hannaford Helps Reusable Bag Program, to be used to support the middle school PBIS program and recommends approval to increase the 2018-2019 Budget line A2110.431.02 MS Supplemental by \$11.00  
Motioned: Trustee Storey  
Seconded: Trustee Osmond  
Result: Unanimous  
Yea: Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee Shands, Trustee Osmond  
Not Present: Trustee Ratcliff
- 7.02 Approve Donation from New York State Correctional Officers & Police Benevolent Association  
*Recommended Action:* The Superintendent recommends acceptance of a donation totaling \$500.00 CASH, from NYSCOPBA, to be used to purchase athletic equipment for the high school football team and recommends approval to increase the 2018-2019 budget line A2855.431.18 Athletic Supplemental by \$500.00  
Motioned: Trustee Storey  
Seconded: Trustee Shands
  - Donations are not solicited, but are often targeted for a specific programResult: Unanimous  
Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee Shands, Trustee Osmond  
Not Present: Trustee Ratcliff
- 7.03 Approve CSE and CPSE Committee Members  
*Recommended Action:* BE IT HEREBY RESOLVED by the Board of Education of the Onteora Central School District upon recommendation by the Superintendent of

Schools that the CPSE and CSE membership for the 2018-2019 School Year is hereby approved, as attached

Motioned: Trustee Storey

Seconded: Trustee Shands

- The county reps are the ones that will actually be working with District

Result: Unanimous

Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee Shands, Trustee Osmond

Not Present: Trustee Ratcliff

7.04 Approve Contract with Mid-Hudson Valley Investigative Group

*Recommended Action:* RESOLVED, that the Board of Education approves the contract with the Mid-Hudson Valley Investigative Group, LLC, from 7/20/18 to 7/20/19 to investigate Title IX matters, as directed by the Superintendent, and authorizes the Superintendent to sign such contract.

Motioned: Trustee Shands

Seconded: Trustee Osmond

Result: Unanimous

Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee Shands, Trustee Osmond

Not Present: Trustee Ratcliff

7.05 Approve Contract with New York University for Professional Development

*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 contract between Ontario Central School District and New York University on behalf of the Metropolitan Center for Research on Equity and the Transformation of Schools for professional development in the amount of \$19,075.00 to a maximum of \$19,075.00 and authorizes the Superintendent to sign such an agreement

Motioned: Trustee Osmond

Seconded: Trustee Storey

- Came out of Diversity Cadre work last year –recommended by Central Administrators
- Measure program's success through staff feedback
- Look into culture and climate survey
- No parent forums – only for staff

Result: Unanimous

Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee Shands, Trustee Osmond

Not Present: Trustee Ratcliff

7.06 Second Reading and Adoption of Policy 5672 Computer Resources (proposed 6:40)

*Recommended Action:* The Board of Education hereby adopts Policy 5672 as written

Motioned: Trustee Kurnit

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee

Shands, Trustee Osmond  
Not Present: Trustee Ratcliff

2018 5672 Non-Instructional Operations **COMPUTER RESOURCES , DATA MANAGEMENT AND CLOUD BASED COMPUTING**

The Board of Education recognizes that computers are a powerful and valuable education and research tool and as such are an important part of the instructional program. In addition, the district depends upon computers as an integral part of administering and managing the schools' resources, including the compilation of data and recordkeeping for personnel, students, finances, supplies and materials. This policy outlines the Boards expectations in regard to these different aspects of the district's computer resources.

**General Provisions**

The Director of Technology will oversee the use of district computer resources.

The Assistant Superintendent for Curriculum & Instruction will prepare in-service programs for the training and development of district staff in computer skills, appropriate use of computers and for the incorporation of computer use in subject areas.

The Superintendent, working in conjunction with the Assistant Superintendent for Business, Assistant Superintendent for Curriculum & Instruction, and the Director of Technology will be responsible for the approval of purchases and the distribution of computer software and hardware throughout the schools. They shall prepare and submit for the Board's approval a comprehensive multi-year technology plan which shall be revised as necessary to reflect changing technology and/or district needs.

The Superintendent, working with the Director of Technology, shall establish a regulation (6470R) governing the use and security of the district's computer resources (computer resources include all devices that process data, including but not limited to, desktops, laptops, Chromebooks, tablets, copiers and scanners). The security and integrity of the district computer network and data is a serious concern to the Board and the district will make every reasonable effort to maintain the security of the system. All users of the district's computer resources shall comply with this policy, as well as the district's policies 6470, Employee Acceptable Use of District Technology, 8271 Children's Internet Protection and 7314 Student Use of Computerized Information Resources. Failure to comply may result in disciplinary action, as well as suspension and/or revocation of computer access privileges.

All users of the district's computer resources must understand that use is a privilege, not a right, and that use entails responsibility. Users of the district's computer network must not expect, nor does the district guarantee, privacy for electronic mail (e-mail) or any use of the district's computer network. The district reserves the right to access and view any material stored on district equipment or any material used in conjunction with the district's computer network.

**Management of Computer Records**

The Board recognizes that since district data is managed by computer, it is critical to exercise appropriate control over computer records, including financial, personnel and student information. The Superintendent, working with the Director of Technology and the district's Assistant Superintendent for Business, shall establish procedures governing management of computer records taking into account whether the records are stored onsite on district servers or on remote servers in the "cloud". The procedures will address:

- passwords,
- system administration,
- separation of duties,
- remote access,
- encryption,
- user access and permissions appropriate to job titles and duties,
- disposal of computer equipment and resources (including deleting district data or destroying the equipment),
- inventory of computer resources (including hardware and software),
- data back-up (including archiving of e-mail),
- record retention, and
- disaster recovery plans and notification plans
- Downloading software/data
- Appropriate use of personal devices



If the district contracts with a third-party vendor for computing services, the Superintendent, in consultation with the Director of Technology, Assistant Superintendent for Business, Assistant Superintendent for Curriculum & Instruction and the School Attorney, will ensure that all agreements address the procedures listed above, as applicable.

Review and Dissemination

Since computer technology is a rapidly changing area, it is important that this policy be reviewed periodically by the Board and the district's internal and external auditors. The regulation governing appropriate computer use will be distributed annually to staff and students and will be included in both employee and student handbooks.

Cross-ref: 5670 School District Records; 6470 Employee Acceptable Use of District Technology; 8271 Internet Safety; 7240 Student Records; 7242 Directory Information; 5510 Accounting of Funds; 5410 Purchasing; 5250 Sale and Disposal of District Property; 5671 Information Security Breach and Notification

7.07 Second Reading and Adoption of Policy 5670 School District Records Management

*Recommended Action:* The Board of Education hereby adopts Policy 5670 as written

Motioned: Trustee Kurnit

Seconded: Trustee Shands

Result: Unanimous

Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee Shands, Trustee Osmond

Not Present: Trustee Ratcliff

**20025670 Non-Instructional/Business; Operations SCHOOL DISTRICT RECORDS  
MANAGEMENT**

~~A records management officer shall be designated by the Superintendent, subject to the approval of the Board of Education. Such records management officer shall coordinate the development of and oversee a program for the orderly and efficient management of records, including the legal disposition or destruction of obsolete records, and be given the authority and responsibility to work with other local officials at all levels in the development and maintenance of the records management program.~~

~~Appropriate regulations and procedures shall be developed.~~

~~**Retention and Disposition of Records**~~

~~The Superintendent shall retain records for such a period and dispose of them in the manner described in Records Retention and Disposition Schedule ED-1, established pursuant to Part 185, Title VIII of the Official Compilation of Codes, Rules and Regulations of the State of New York and Article 57-A of the Arts and Cultural Affairs Law. 8 New York Code of Rules and Regulations; (NYCRR) Section 185; Local Government Records Act of 1987~~

It is the policy of the Board of Education to inform members of the public about the administration and operation of the public schools in accordance with the Freedom of Information Law of the State of New York.

The Superintendent of Schools shall develop regulations ensuring compliance with the Freedom of Information Law and setting forth the procedures to be followed to obtain access to district records. Such regulations shall address ensuring applicable confidentiality and security of district information. The Superintendent shall designate, with Board approval, a Records Access and Records Management Officer, pursuant to law.

**Retention and Destruction of Records**

The Board hereby adopts the Records Retention and Disposition Schedule ED-1 issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, which contains the legal minimum retention periods for district records. In accordance with Article 57-A, the district will dispose of only those records described in the schedule after they have met the minimum retention periods set forth in the schedule. The district will dispose of only those records that do not have sufficient administrative, fiscal, legal or historical value to merit retention beyond the established legal minimum periods.

The manner of destruction will be determined by the format of the record (i.e., paper, digital, etc.). In addition, destruction will be appropriately documented.

Litigation-Hold

The Superintendent will establish procedures in the event that the school district is served with legal papers. The Superintendent will communicate with applicable parties, including the school attorney and the records management official, to ensure that, when appropriate, a litigation-hold is properly implemented. The litigation-hold is intended to prevent the destruction or disposal of records that may need to be produced as part of discovery. It is the intention of the Board of Education to comply with applicable rules and regulations regarding the production of necessary documents, data, files, etc. The Board directs the Superintendent to institute such procedures to implement this policy.

The Superintendent or his/her designee, with assistance from the Records Management Officer, shall be responsible for developing and disseminating department-specific retention schedules and guidance to staff, as necessary, to ensure adherence to this policy.

Cross-ref:5672 Computer Resources and Data Management; Ref: Public Officers Law §84 et seq. (Freedom of Information Law); Education Law §2116; Arts and Cultural Affairs Law §57.11; Arts and Cultural Affairs Law Article 57-A (Local Government Records Law); Federal Rules of Civil Procedure, 16, 26; 8 NYCRR Part 185 (Appendix I) – Records Retention and Disposition Schedule ED-1

#### 7.08 Second Reading and Adoption of Policy 6470 Employee Acceptable Use

*Recommended Action:* The Board of Education hereby adopts Policy 6470 as written

Motioned: Trustee Shands

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee

Shands, Trustee Osmond

Not Present: Trustee Ratcliff

#### 2018 6470 Personnel **SUBJECT: EMPLOYEE ACCEPTABLE USE OF DISTRICT TECHNOLOGY** **Purpose**

Onteora Central School District (OCSD) encourages use of the District Computing Systems (DCS) to explore educational topics, conduct research and engage in work-related professional communication to further the mission of OCSD. It is anticipated that access to various electronic information resources will expedite and enhance the performance of work related tasks and assignments.

Use of the DCS shall cease and the equipment returned to OCSD or the user's access revoked under any of the following circumstances:

1. A user separates from service as an employee of OCSD.
2. Status as a person authorized to access the DCS or use OCSD equipment terminates.
3. A user is assigned a new position and/or responsibilities pursuant to which use of the DCS, or a portion thereof, has not been authorized.
4. User violated this policy.

Anyone who is aware of any misuse or abuse of any software or electronic communication system owned or leased by OCSD shall notify his/her immediate supervisor or building principal.

An administrator who is aware of any misuse or abuse shall notify the Superintendent, Assistant Superintendent, or designee, and appropriate disciplinary action may occur based on the circumstances and in accordance with all applicable laws, bargaining agreements, Board policies, and administrative regulations.

#### **User Responsibilities**

Each user of the OCSD systems and/or services shall submit a signed Technology Acceptable Use Agreement Form to acknowledge the receipt of this policy and its accompanying regulation

**With increased concern about identity theft, unwarranted invasion of privacy and the need to protect personally identifiable information, prior to students being directed by staff to use any cloud-based educational software/application, staff must get approval from the Building Principal and Director of Technology. The Building Principal and Director of Technology will determine if a formal contract is required or if the terms of service are sufficient to address privacy and security requirements, and if parental permission is needed.**

See Regulation 6470R

7.09 Discuss Board Self Evaluation (proposed 6:45 duration 15 min)

- Great starting point for Board retreat with emphasis on problematic areas
- Almost unanimous in knowing procedure but not necessarily following procedure
- Board goals – be more specific
- Continue to be transparent about intention on policies
- Discuss how to structure first retreat of year
- Next year look at new evaluation tool that gives more definitive answers
- Check in on Board Norms

7.10 Discussion Calendar Revision for an 8th Snow Day (proposed 7:00 duration 15 min)

*Recommended Action:* The Board of Education hereby approves the revised calendar for the 2018-2019 school year

Motioned: Trustee Storey

Seconded: Trustee Osmond

- Originally had Easter Monday as part of spring break, as in 17-18
  - Had to take that day back and change last days of school to be full days to be in compliance with State
- Great to do this early so people can plan

Result: Unanimous

Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee Shands, Trustee Osmond

Not Present: Trustee Ratcliff

**8. Independent Contract Retainers**

8.01 Approve all ICRs

*Recommended Action:* The Board of Education hereby approves the Independent Contract Retainers in Item numbers 8.02-8.04

Motioned: Trustee Shands

Seconded: Trustee Osmond

- Third Literacy Coach for Elementary

Result: Unanimous

Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee Shands, Trustee Osmond

Not Present: Trustee Ratcliff

8.02 ICR- Chaikin

*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 Steven Chaikin, as an Impartial Superintendent's Hearing Officer for Superintendent Hearings for the period beginning September 1, 2018 to June 30, 2019 at a rate of \$425.00 per hearing, and authorizes the Superintendent to sign such an agreement

8.03 ICR - Mad Science

*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 Mad Science of the Mid Hudson to present a Science Program at the Phoenicia Elementary School on March 13, 2019 at the rate of \$450.00 per performance to a maximum of \$450.00 and authorizes the Superintendent to sign such an agreement.

#### 8.04 ICR - Barton

*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 Lindsay Barton as a Literacy Coach for the period beginning July 1, 2018 to June 30, 2019 at a rate of \$400.00 per day, to a maximum of \$32,000 and authorizes the Superintendent to sign such an agreement.

### 9. Consent Agenda

#### 9.01 Approve Consent Agenda (proposed 7:15)

*Recommended Action:* The Board hereby approves item numbers 9.02 - 9.12

Motioned: Trustee Shands

Seconded: Trustee Storey

- Many staff members have multiple stipends – takes a lot of time
- Most surplus items are not salvageable
- Need a HS government advisor

Result: Unanimous

Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee Shands, Trustee Osmond

Not Present: Trustee Ratcliff

#### 9.02 Personnel Agenda

##### **APPOINTMENTS: INSTRUCTIONAL (Addendum)**

##### **APPOINTMENT: INSTRUCTIONAL**

##### **FULL-TIME PROBATIONARY APPOINTMENT**

Be it hereby resolved that the Board appoints:

Rondeau, Brittany, certified in Music, to a 4 year probationary period in the tenure area of Music at a salary of 5BA (replaces Eldridge, Jonathan) commencing on 9/1/18 and ending on 6/30/22.

Be it further resolved that, to the extent applicable under Education Law Section 3012-d and the accompanying Commissioner's Regulations, in order to be considered for tenure, the above teachers must have received an APPR rating of effective or highly effective in three of the four probationary years and must not receive an ineffective in the fourth year.

Kothe, Cassandra, certified in Pre-Kindergarten, Kindergarten and Grades 1 - 6 to a 3 year probationary period in the tenure area of Elementary Education at a salary of 11MA (replaces Brower, Carol) commencing on 9/1/18 and ending on 6/30/21.

Be it further resolved that, to the extent applicable under Education Law Section 3012-d and the accompanying Commissioner's Regulations, in order to be considered for tenure, the above teachers must have received an APPR rating of effective or highly effective in two of the three probationary years and must not receive an ineffective in the third year.

##### **RESIGNATION:**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Persons, Jacqueline	Teaching Assistant/Phoenicia	08/24/18	Retirement

APPOINTMENT: INSTRUCTIONAL

PART-TIME

NAME	POSITION/SCHOOL	FTE	EFFECTIVE DATE FROM - TO	SALARY
Colevas, Paul	Social Studies/HS	0.4 FTE	9/1/2018 – 6/30/2019	6 MA
Harrington, Brooke	Physical Education/HS	0.4 FTE	9/1/2018 – 6/30/2019	1 MA
Morganstern-Perl, Lisa	Science/HS	0.6 FTE	9/1/2018 – 6/30/2019	5 MA

EXTRA DUTY STIPENDS

NAME	POSITION	AMOUNT
Rokitowski, Brian	Volleyball Varsity – Head Coach	Rescind
Rokitowski, Brian	Soccer JV – Head Coach (Boys)	\$3,752.00
Harrington, Brooke	Volleyball Varsity – Head Coach	\$3,865.00
Babcock, Alyssa	Science Fair Coordinator - MS	\$569.00
Babcock, Alyssa	Science Olympiad Assistant Coach – MS	\$1,371.00
Conroy, Elaine	School Newspaper Advisor	\$1,281.00
Curlew, Alicia	Gay – Straight Alliance Club advisor 2	\$1,003.00
D'Aprile, Debra	Belleayre Bash Advisor	\$2,004.00
Douglas, Jean	DECA Advisor	\$4,462.00
Cavallaro, Corey	National Jr. Honor Society (Split w/B. Schaffer)	\$1,006.50
Cavallaro, Corey	MS Cabinet 1	\$3,424.00
Connolly, Denise	Liaison – PPS	\$3,424.00
Connolly, Denise	PPS Coordination – HS	\$4,109.00
Formont, Cheryl	Computer Advisor – Bennett	\$5,239.00
Formont, Cheryl	Elementary Resource – Bennett 2	\$2,111.00
Formont, Cheryl	Elementary Resource – Bennett 1	\$2,111.00
Frاندino, Megan	Computer Advisor – MS	\$5,239.00
Frاندino, Megan	Yearbook Advisor – MS	\$1,710.00
Frاندino, Megan	MS Cabinet 4	\$3,424.00
Haug, Margaret	Liaison – Health	\$2,055.00
Haug, Margaret	SADD Advisor 1	\$839.00
Haug, Margaret	SAVI Club Advisor	\$2,004.00
Knoche, Stephen	Liaison – Social Studies	\$3,424.00
Kocher, Michael	MS Cabinet 2	\$3,424.00
Laster, Elizabeth	Gifted/Talented Advisor – MS (Split w/A. Weisz)	\$1,183.00
Loheide, Laura	National Honor Society Advisor #1	\$697.00
Maltese, Denise	Student Affairs council Advisor – MS	\$2,013.00
Matteson, Lori	Seventh Grade Trip Coordinator	\$498.00
Nelson-Epstein, Christi	French Club Advisor	\$1,756.00
Nelson-Epstein, Christi	Gay-Straight Alliance Club Advisor 1	\$1,003.00
Samuelsen-Grimm, Karen	TUFS Advisor – MS	\$1,270.00
Schaffer, Brian	National Jr. Honor Society (Split w/C. Cavallaro)	\$1,006.50
Stewart, Valerie	MS Cabinet 3	\$3,424.00
Turck, Sarah	Department Chairs – Guidance	\$7,137.00
Turck, Sarah	Department Chairs – Guidance Per Counselor	\$276.00
Turck, Sarah	National Honor Society Advisor #2	\$697.00
VanBaren, Kathleen	Science Olympiad Coach – MS	\$1,917.00
Weisz, Amy	Gifted/Talented Advisor – MS (Split w/B. Lastner)	\$1,183.00
Wentland, Jennifer	Art Club Advisor – HS	\$1,756.00
*Wiswall, Virginia	Belleayre Bash Assistant Advisor	\$669.00
Wolfeld, Dale	Art Club Advisor – MS	\$1,187.00

\*pending pre-employment processing

APPOINTMENT: NON-INSTRUCTIONAL  
PROBATIONARY APPOINTMENT

NAME	POSITION/SCHOOL	EFFECTIVE DATE	SALARY/STEP	REMARKS
Hilty, Michele	School Monitor/District	9/4/18 – 3/3/19	4	35.0 hrs to replace F. Ravetier

PERMANENT APPOINTMENT				
NAME	POSITION/SCHOOL	EFFECTIVE DATE	SALARY/STEP	REMARKS
Bonestell, Bernice	School Monitor/District	9/4/18	4	Return to F/T (32.5 hrs) to replace R. Anderson

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
Sebald, Katy	Custodial Worker	2/12/18	8/11/18

SUBSTITUTE	
NAME	POSITION
Lane, Kaitlin	Non-Instructional
Anderson, Rose	Non-Instructional

9.03 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, #8/18, Confidential, as reviewed by Trustee Osmond

9.04 ECA Report

*Recommended Action:* The Board of Education hereby approves the Extra Curricular Account report for the third quarter.

9.05 Claims Auditor Report

*Recommended Action:* The Board of Education hereby accepts the Claims Auditor Report for the 2017-2018 school year

9.06 Reimburse Fingerprinting fees for Non-Employee Club Advisors and Coaches

*Recommended Action:* BE IT RESOLVED, that the Board of Education hereby agrees to reimburse the fingerprinting fee for all prospective coaches/club advisors hired on or after July 1, 2018 who are subject to the fingerprinting requirements of the Education Law and whose annual salary is less than \$15,000 and  
BE IT FURTHER RESOLVED, that the Board of Education hereby agrees to reimburse coaches/club advisors hired on or after July 1, 2018 who are subject to the fingerprinting requirements of the Education Law, for the fingerprinting fees incurred by the coach/club advisor after they have worked for the Onteora Central School District for one full sports season/full school year.  
BE IT FURTHER RESOLVED, that the Board of Education hereby approves the expenditure of funds for the reimbursement of fingerprinting fees in accordance with this Resolution.

9.07 Surplus Books

*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 following attached list of books as surplus and authorizes the sale

or disposal of these books.

9.08 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 following items as surplus and authorizes the sale or disposal of these items:

- 24 TI-83 Plus Calculators
- 16 TI-84 Calculators
- 30 TI-82 Calculators
- 1 – Lowel DP Halogen Lamp
- 1 – Lowel OMNI Halogen Lamp
- 1 – Honeywell Strobonab Camera
- 1 – Model 200 Powelite Strips
- 20 – Plastic Developing Tanks
- 1 – Light Stand
- 4 – Tripods
- 1 – DeKa Draw & Iron Pencil
- 1 – Box of Air Brush Equipment.

9.09 Surplus Buses

*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 following buses as surplus and authorizes the trade in of these buses to offset the purchase price of the new buses:

- 1) Bus # 60 VIN #1FDWE35P94HA84003
- 2) Bus # 61 VIN #1FXE45P75HB39267
- 3) Bus # 63 VIN #4DRBYAAN05984605

9.10 Award Pellet Bid

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the award of the bid for Wood Pellets for the Phoenicia Elementary School based on the bid documents of July 31, 2018 to the lowest responsible bidder, Vincent's Heating & Fuel Service LLC., in the amount of \$235.00 per ton and authorizes the Superintendent to sign such an agreement

9.11 Approve Tax Warrant

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve and sign the TAX WARRANT authorizing the school district to levy property taxes in the amount not to exceed \$42,571,819 for the 2018-2019 school year.

9.12 Approve Inter-School Transfer

*Recommended Action:* The Board of Education hereby approves the Inter-School Transfer from Phoenicia to Woodstock for a 3rd grader

## 10. Old Business

10.01 The Board will discuss Old Business (proposed 7:20)

No Old Business was discussed

## 11. New Business

11.01 The Board will discuss New Business

- Real time App for parents to be able to find where their child's bus is
  - Installed like a GPS on the bus
- Hierarchical procedure for complaints is nowhere on website
- Enrollment numbers – schools with vigorous marketing do not have declining enrollment- Ad Hoc committee to check into other schools that might have had success with this
- Universal Pre-K Program – how is it advertised?
  - Perhaps flyers in supermarkets
- Working on new school website
- Non-employees can take stipend positions

RFI – How do we advertise the UPK program- Trustee Shands

Trustee Osmond – at beginning of budget – list of stipends to analyze them

## 12. Adjournment

12.01 Adjourn Meeting. Next meeting August 28, 2018 in the Middle School/High School (proposed 7:25)

*Recommended Action:* The meeting is adjourned at 6:55

Motioned: Trustee Storey

Seconded: Trustee Kurnit

Result: Unanimous

Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee Shands, Trustee Osmond

Not Present: Trustee Ratcliff

Minutes Recorded by Fern Amster,  
District Clerk



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



# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## WORKSHOP MEETING

6:00 p.m.

**TUESDAY, AUGUST 28, 2018**

Middle School/High School

## MINUTES

### 1. Opening Items

- 1.01 Call to Order 6:00
- 1.02 Tobacco Policy Statement
- 1.03 Pledge of Allegiance
- 1.04 Roll Call

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

Not Present: Trustee Storey, Trustee Warren

### 2. Acceptance of Minutes

- 2.01 Acceptance of Minutes (proposed 6:05)

*Recommended Action:* The Board of Education hereby accepts minutes of the August 14, 2018 Board Meeting

Motioned: Trustee Ratcliff

Seconded: Trustee Shands

Result: Unanimous

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

Not Present: Trustee Storey, Trustee Warren

### 3. Superintendent District News

- 3.01 The Superintendent will report District News (proposed 6:10)

- The date for Homecoming conflicts with the date of the PSATs
  - The PSATs will be administered October 10<sup>th</sup> during the school day
    - Allows the District to utilize the results to inform instruction and pay for the exams, making it accessible to students that might not otherwise have been able to take the exam due to financial or transportation constraints
- There was a Board question regarding the communication of the changes the Board made to the Dress Code Policy in December and to the section of the Code of Conduct that references the dress code
  - Board policies are not sent to students, parents and guardians, a letter will be sent to all of our families covering a variety of topics and will include a section discussing the changes that were made as well as the intent of the changes
  - The student hand books for each building include information related to the Code of Conduct and the dress code and this is the tool used by each building to communicate expectations to students and families
  - The other topics in the letter include:
    - our snow day procedure
    - the additional snow day added to the calendar (In session Easter Monday)
    - the changes made by NYS Education Dept. that no longer allow

- a three-hour delay schedule to count for a full day of school
    - an invitation to provide suggestions for information to be added to our website
    - a reminder to check the parent portal to ensure that the contact information for each family is current
  - We are excited to welcome our new teaching staff to Onteora and Dr. DeLucia has planned an orientation for them tomorrow
    - Working closely with the OTA leadership and the OTA is sponsoring the lunch
  - Our first day of school for staff is Tuesday and we welcome back our students on Wednesday
    - Buildings and grounds staff have been working to get the buildings and grounds ready - this has been a particularly trying summer due to the heat and rain
  - One of our Trustees has requested that we provide additional explanation regarding the disparity in the increases of taxes between towns
- Assistant Superintendent for Business, Monica LaClair:
- 2.9% is tax levy increase but tax rate is different due to the equalization rate and assessments
    - increase of \$20 million in assessments in district, due to new construction and addition to homes, expanding businesses
    - Individual and residence assessments are measured
      - If too low- equalization rate kicks in and taxes increase
    - Woodstock and Olive have a lower assessment rate than rest of District towns, so equalization rate equals out taxes
      - Woodstock will do a town re-assessment in 2019-2020
      - Office of Real Property in NYS dictates equalization rates
  - Shandaken has not done reassessment in 20 or 30 years, homes could be assessed too low so equalization rate equals out with other towns
  - Tax bills out Thursday, accepting credit card payments

#### 4. Presentation

4.01 Facilities Update by Director of Facilities Jared Mance (proposed 6:15 duration 20 min)

- Largest part of summer jobs is classroom cleaning: breakdown every classroom – pull all furniture out - check for safety and is cleaned – rooms are then cleaned top to bottom
  - Hats off to the great custodial staff and summer staff - start right after graduation and continues until first day back to school
- Radon mitigation in Phoenicia – started right after graduation
  - Had to break out concrete floor for ventilation – had hard time getting concrete to dry – got floor down on Monday
- Ready for classes next week
- Painted 12 instructional spaces, back wing of Woodstock
- General work orders – 173 completed and closed from July 1<sup>st</sup> to today
- Parking lot lines were freshened in all buildings
- Minor paving repairs at MS/HS
- New Football scoreboard went up today
- New stage curtains at Bennett completed today

- Mulch added to playgrounds
- Mention hard work Don Clark does in Inventory Warehouse – 1500 instructional items ordered, processed and delivered to the buildings
- Issues with geese on football field, also affecting soccer/field hockey fields
  - Assistant Director of Facilities found coyote decoys that were reasonably priced- almost immediate that geese were gone

Discussion:

- Bennett partition- rejected bids in late spring, working with architects to put out for new bid
  - Hope to have work done spring break
- Facilities priorities: press box, science lab renovation

## 5. Board District News

### 5.01 The Board will report District News (proposed 6:35)

- Woodstock Library has been dealing with what to do with library – demolish and build new or repair
  - Independent group forced a referendum vote to change political organization behind library– options:
    - Become an association library, school district library, or give facility to town to run
- Onteora had “Soccer Friendly” with Margaretville- showed what can be done with the Onteora Booster Club; many people were there
- Tip hat to local businesses who hire so many of our students in the summer
  - Try to give every student a great education – makes them good employees

## 6. Acknowledge Public Be Heard Comments

### 6.01 The Board will acknowledge the public be heard comments from the last meeting No comment was made at the last meeting

## 7. Public and Student Comment

### 7.01 Public and Students may comment on any agenda or non-agenda item (proposed 6:40 duration 10 min or more) No comment was made

## 8. Policies/Discussion

### 8.01 Waive First Reading of Policy 3260 Booster Club

*Recommended Action:* The Board of Education hereby waives the first reading of Policy 3260

Motioned: Trustee Osmond

Seconded: Trustee Ratcliff

- Insurance company said that since the policy lays out that the Booster Club is under direct control of the District, and if Booster dissolves money goes to District, they are covered under our insurance

Result: Unanimous

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

Not Present: Trustee Storey, Trustee Warren

## 8.02 Adoption of Policy 3260 Booster Club

*Recommended Action:* The Board of Education hereby adopts Policy 3260 as written

Motioned: Trustee Ratcliff

Seconded: Trustee Kurnit

Result: Unanimous

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

Not Present: Trustee Storey, Trustee Warren

2018 3260 Community Relations **SUBJECT: BOOSTER CLUBS**

Purpose

The Board of Education recognizes and appreciates the cooperation and support given by booster clubs and parent organizations. The Board of Education, the administration and all other personnel of the district shall each endeavor to foster a positive and productive relationship with booster clubs and parent organizations.

Guidelines

In order for this process to flow appropriately, the following guidelines are put in place by the Board:

Organization

1. The Board shall provide booster clubs and parent organizations opportunities to support local school athletic, extracurricular, and student club efforts. Each booster club and parent organization must maintain current by-laws. Booster clubs and parent organizations shall also follow the district policies and Code of Conduct regulations.
2. The district's Athletic Director shall be the administrative liaison for booster clubs and parent organizations that support district athletic programs.
3. Building principals shall be the administrative liaison for building-based booster clubs and parent organizations that support district extracurricular and student club activities. The Superintendent shall designate the administrative liaison for all nonathletic district-wide booster clubs.
4. Each booster club and parent organization shall yearly submit a listing of its officers to the appropriate district administrative liaison after the annual organizational meeting of the booster club or the parent organization.

Other Guidelines and Restrictions

1. The following classifications of individuals are not eligible for membership in booster clubs or parent organizations:
  - a. District students.
2. Coaches of district athletics or teacher activity sponsors/advisors should, when possible, attend the meetings of booster clubs and parent organizations in an advisory capacity.
3. When using any school facility for meetings, fundraising, socials, banquets, and other activities, booster clubs and parent organizations must make a request in writing as per Board Policy 3280.
4. Booster clubs and parent organizations are not permitted to use the district's name or logo without license or express permission granted in writing by the Superintendent. If an organization desires to use a logo other than the designated district logo for use by the club or organization on merchandise or for any other reason, such use must be approved in writing by the Superintendent..

Financial Records

1. All booster clubs and parent organizations must elect or otherwise designate a Treasurer.
2. a) Financial records must be maintained and made available, upon request, for Board and/or public inspection;

Concerns

1. Concerns or issues of individual members of booster clubs regarding the organization should be made following the chain of command as indicated below:
  - a. **Step 1** – Organization officers.
  - b. **Step 2** – Director of Athletics, PE, Health & Dean of Students
  - c. **Step 3** – Superintendent.
  - d. **Step 4** – Board of Education

Fundraising

1. All fundraising activities shall comply with Policy #7450.
2. Parents/Guardians should be given the option to participate, donate money of equal value, or not participate in any fundraiser. In other words, mandatory fundraisers are not permitted.

Improvements to the District Buildings and Grounds

1. Proposed improvements to the district buildings and grounds being made by the booster club or parent organization must have the approval of the Superintendent. Paid consultants to the boosters clubs or parent organizations for various projects, including but not limited to construction, should not be engaged without School Board approval.

Recognition Functions (Banquets)

Each booster club or parent organization may sponsor athletic, extracurricular, or club banquets to which all participating students shall be invited either with or without charging admission to such students.

Printed Programs

Booster clubs and parent organizations which print programs for any reason shall follow the procedures as outlined in the administrative regulation related to this policy in regard to such printed programs.

Expenditures for Equipment, Supplies, Etc.

1. All game uniforms shall be purchased by the district.
  - a. The "game uniform" includes any clothing that is worn during the athletic contest and that:
  - b. Displays the school colors or logo (except shoes) and
  - c. Is purchased by the district and
  - d. Is intended to be collected by the school at the conclusion of the season.
2. Ancillary gear and apparel such as coaching aid equipment items, bags, totes, etc., may be purchased and/or donated by booster clubs, parent organizations, corporate sponsors, or other nonschool sanctioned entities to the district for use by the district team or student club.
3. Items purchased or donated other than by the district must meet the criteria as established in Policies 3271 and 5220 on donations.

Disbanding Booster Clubs or Parent Organizations

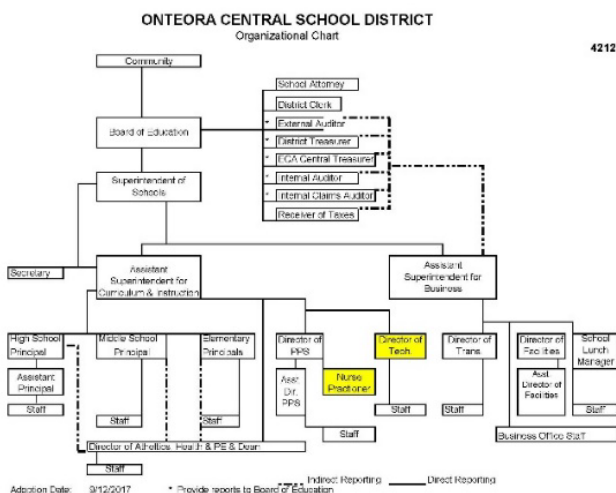
A booster club or parent organization may disband on its own accord by submitting a written notice to the designated administrative liaison. All monies remaining in the organization's account must be turned over to the district for use in connection with the team or activity which the organization had supported to the extent permitted by law, with any residual amount going to support district athletics or other student activities generally.

~~Exclusion From Liability~~

~~The district and its Board of Education does not assume any financial responsibility for booster clubs or parent organizations, and it also excludes itself from any liability such organizations may incur.~~

Compliance

1. No booster club or parent organization shall engage in any activity outside established Board policies and administrative regulations.
2. Violation of Board policy, Board administrative regulation, Title IX of the U.S. Code, as well as any other applicable state or federal laws and regulations may lead to revocation of a booster club's or parent organization's function in district activities.
3. Should any issues of compliance regarding this or other district policy or administrative regulation emerge between a booster club or parent organization and the district, the Superintendent shall resolve the situation.



### 8.03 First Reading of Policy 4212 Organizational Chart

- Under Nurse Practitioner – staff
- Discussion on school counselors' hierarchy- work under direction of Principal
- Will be guidance plan – principal is accountable

## 8.04 First Reading of Policy 3412 Threats of Violence in School

- Last sentence crossed out as regulations are not needed
- Need policy references and citations

~~2002~~2018 3412 Community Relations **SUBJECT: THREATS OF VIOLENCE IN SCHOOL**

The School District is committed to the prevention of violence against any individual or property in the schools or at school activities whether such acts and/or threats of violence are made by students, staff, or others. Threats of violence against students, school personnel and/or school property will not be tolerated whether or not such threats occur on school grounds or during the school day.

Any acts and/or threats of violence, including bomb threats, whether made orally, in writing, ~~or~~ by e-mail, or on any social media platform, shall be subject to appropriate discipline in accordance with applicable law, District policies and regulations, as well as the *Code of Conduct* ~~for the Maintenance of Order on School Property~~ and collective bargaining agreements, as may be necessary.

While acknowledging an individual's constitutional rights, including applicable due process rights, the District refuses to condone acts and/or threats of violence which threaten the safety and well-being of students, staff, ~~students~~ and the school environment. Employees and students shall refrain from engaging in threats or physical actions which create a safety hazard for others.

All staff who are made aware of physical acts and/or threats of violence directed to students or staff are to report such incidents to the Building Principal/designee, who shall report such occurrences to the Superintendent. Additionally, the Building Principal/designee will also report occurrences of violence, whether involving an actual confrontation or threat of potential violence, to the school psychologist and/or Director of Special Education if applicable. Local law enforcement agencies may be called as necessary upon the determination of the Superintendent/designee.

Students are to report all acts and/or threats of violence, including threats of suicide, of which they are aware by reporting such incidents to the staff, a faculty member, or the Building Principal.

The District reserves the right to seek restitution, in accordance with law, from the parent/guardian and/or student for any costs or damages which had been incurred by the District as a result of the threats or acts of violence in the schools.

This policy will be enforced in accordance with applicable laws and regulations, as well as collective bargaining agreements and the *Code of Conduct* as may be necessary. Additionally, this policy will be disseminated, as appropriate, to students, staff, and parents and will be available to the general public upon request.

~~Regulations will be developed to address safety concerns in the schools, and appropriate sanctions for violations of this policy by students will be addressed in the Code of Conduct.~~

## 8.05 First Reading of Policy 3290 Operation of Motor-Driven Vehicles on District Property

- Sentence struck because we do not have a system of registering vehicles and no staff to enforce it
- Language in policy is ambiguous

Information ~~2002~~2018 3290 Community Relations **SUBJECT: OPERATION OF MOTOR-DRIVEN VEHICLES ON DISTRICT PROPERTY**

The use of motor-driven vehicles, including cars, snowmobiles, mini-bikes, motorcycles, all-terrain vehicles (ATV's) and other such vehicles is prohibited on any school grounds or authorized areas except for authorized school functions or purposes.

~~All student vehicles are to be registered with the High School Administrator and parked in authorized areas only.~~

Vehicle and Traffic Law Section 1670

## 8.06 Reviewed 2002 Policy - no changes

2018 3320 Community Relations

**SUBJECT: CONFIDENTIALITY OF COMPUTERIZED INFORMATION**

The development of centralized computer banks of educational data gives rise to the question of the maintenance of confidentiality of such data while still conforming to the New York State Freedom of Information Law. The safeguarding of confidential data from inappropriate use is essential to the success of the District's operation. Access to confidential computerized data shall be limited only to authorized personnel of the School District.

It shall be a violation of the District's policy to release confidential computerized data to any unauthorized person or agency. Any employee who releases or otherwise makes improper use of such computerized data shall be subject to disciplinary action.

However, if the computerized information sought is available under the Freedom of Information Law and can be retrieved by means of existing computer programs, the District is required to disclose such information.

Public Officers Law Sections 84 et seq.

## 8.07 Discuss Process for Establishing 2018-2019 Board Goals (proposed 6:45 duration 20 min)

7:00

- Have specific goals instead of umbrella goals – limit to a few
- Trustee Osmond to collect ideas from trustees into Google Docs
- Trustee Ratcliff to find NYSSBA materials on setting Board Goals

## 9. Independent Contract Retainers

### 9.01 ICR- Kitty 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 Kitty Jones as an Interactive Theater Performer at the Phoenicia Elementary School on April 24, 2019 at the rate of \$750.00 per day to a maximum of \$750.00 and authorizes the Superintendent to sign such an agreement.

Motioned: Trustee Shands

Seconded: Trustee Osmond

Result: Unanimous

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

Not Present: Trustee Storey, Trustee Warren

## 10. Consent Agenda

### 10.01 Approve Consent Agenda (proposed 7:10)

*Recommended Action:* The Board hereby approves item numbers 10.02 - 10.06

Motioned: Trustee Ratcliff

Seconded: Trustee Kurnit

- Civil Service has a 6 month probationary appointment
- Need to approve BAN resolution a second time because need super majority to borrow funds
  - Typo in BAN resolution – passed with the addition of the word “no” to last paragraph

Result: Unanimous

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

Not Present: Trustee Storey, Trustee Warren

### 10.02 Personnel Agenda

#### RESIGNATIONS: INSTRUCTIONAL

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Rosenbloom, Patti	Social Worker/Phoenicia	08/17/18	Retirement

#### EXTRA DUTY STIPENDS

NAME	POSITION	AMOUNT
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**TUESDAY, AUGUST 28, 2018**

Middle School/High School

Adler, Marianne	DECA Assistant Advisor	\$1,228.00
Casey, Lisa	Class – Advisor – Freshman (Revision)	\$879.00
Colevas, Paul	Class Advisor - Freshman	Rescind
Colevas, Paul	Class Advisor - Sophomore	\$879.00
Mayone-Allison, Joan	Elementary Resource – Additional 2	\$2,111.00

**SUBSTITUTE**

NAME	POSITION
LaFever, Diane	Non-Instructional
Zindulka, Kim	Food Service

**Addendum****PART-TIME: INSTRUCTIONAL**

NAME	POSITION/SCHOOL	FTE	EFFECTIVE DATE	REMARKS
Pellegrini, Teresa	Art Teacher - Phoenicia & Woodstock	0.4	9/4/18 – 6/28/19	Fill Vacancy

**TEMPORARY APPOINTMENT: INSTRUCTIONAL**

NAME	POSITION/SCHOOL	EFFECTIVE DATE FROM - TO	REMARKS
Weidner, Sandra	Business Teacher/High School	9/5/18 – 1/25/19	Leave Replacement

**EXTRA DUTY STIPENDS**

NAME	POSITION	AMOUNT
Katz, Emma	Field Hockey – JV – Asst. Coach- Prorated	\$2,605
Kim, Hayley	JV Field Hockey	Volunteer

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

NAME	POSITION/SCHOOL	EFFECTIVE DATE	SALARY STEP	REMARKS
Perry, Janelle	10 Month Typist/District	9/1/18 – 2/28/19	Step 7	Fill Vacancy
Ryan, Lisa	40 Hr. Monitor/District	9/4/18 – 3/3/19	Step 2	Fill Vacancy
Silver, Lauren	32.5 Hr. Monitor/District	9/4/18 – 3/3/19	Step 2	Fill Vacancy
Smith, Leah	12 Month Typist/District	9/1/18 – 2/28/19	Step 12	Fill Vacancy
Lapinski, Lois*	35 Hr. Monitor/District	9/4/18 – 3/3/19	Step 1	Fill Vacancy

\* Pending Pre-employment Processing

**APPOINTMENT: NON-INSTRUCTIONAL****PROVISIONAL**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	SALARY	REMARKS
Wood, Sharon	School Program Secretary	8/29/18	\$42,000.00	New Position Pending Exam

**10.03 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, #8/18, Confidential, as reviewed by Trustee Osmond

**10.04 Approve Bond Anticipation Note (BAN)**

**Recommended Action:** WHEREAS, the qualified voters of the Onteora Central School District, a school district of the State of New York, located in counties of Ulster and Greene, New York (the "School District"), adopted a proposition on May 15, 2018 to authorize the purchase of two (2) school buses at a maximum cost of \$175,000 to be financed through the issuance of serial or bond anticipation notes issued in anticipation of the issuance of serial bonds; and

WHEREAS, the Board of Education of the School District (the "School District"), pursuant to the Local Finance Law, hereby determines that it is in the public interest to finance the costs of the acquisition of school buses, in and for the School District, including any preliminary and incidental costs related thereto, in the amount of \$175,000;



NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Onteora Central School District, located in the counties of Ulster and Greene, State of New York, as follows:

Section 1. There is hereby authorized to be issued serial bonds of the School District, and/or bond anticipation notes issued in anticipation of the issuance of such serial bonds, in the aggregate principal amount not to exceed \$175,000, pursuant to the Local Finance Law, in order to finance the costs of the acquisition of two (2) school buses, in and for the School District, including any preliminary and incidental costs related thereto (the "Project").

Section 2. The Board of Education of the School District has ascertained and hereby states that (a) the estimated maximum costs of the Project are not to exceed \$175,000; (b) no money has heretofore been authorized to be applied to the payment of the costs of the Project; (c) the Board of Education of the School District plans to finance the costs of the Project from the proceeds of the serial bonds, and/or bond anticipation notes issued in anticipation of the issuance of such serial bonds, as authorized by the qualified voters of the School District on May 15, 2018, and as authorized herein, except to the extent of New York State aid received by the School District, which shall reduce the principal amount of such obligations pro tanto and (d) the maturity of such serial bonds authorized herein shall not be in excess of five (5) years.

Section 3. It is hereby determined that the Project is a specific object or purpose, or of a class of object or purpose, as described in subdivision 29 of paragraph a of Section 11.00 of the Local Finance Law, the period of probable usefulness of the Project is five (5) years, and the serial bonds authorized and issued pursuant to this bond resolution shall have a maximum maturity of five (5) years computed from the earlier of (a) the date of the first issue of such serial bonds, or (b) the date of the first issue of bond anticipation notes issued in anticipation of the issuance of such serial bonds.

Section 4. Subject to the terms and conditions of this bond resolution and the Local Finance Law, including the provisions of Sections 21.00, 30.00, 50.00 and 56.00 to 60.00, inclusive, the power to authorize the serial bonds authorized herein, and/or bond anticipation notes issued in anticipation of the issuance of such serial bonds, including renewals thereof, the power to prescribe the terms, form and contents of such serial bonds and such bond anticipation notes, and the power to issue, sell and deliver such serial bonds and such bond anticipation notes, are hereby delegated to the President of the Board of Education, as chief fiscal officer of the School District. The President of the Board of Education of the School District is hereby authorized to execute by manual or facsimile signature on behalf of the School District, all serial bonds issued pursuant to this bond resolution, and all bond anticipation notes issued in anticipation of the issuance of such serial bonds, and the School District Clerk is hereby authorized to impress the seal of the School District (or to have imprinted a facsimile thereof) on all such serial bonds and all such bond anticipation notes and to attest such seal. Each interest coupon, if any, representing interest payable on such serial bonds shall be authenticated by the manual or facsimile signature of the President of the Board of Education of the School District.

Section 5. If this bond resolution is adopted on or before August 16, 2018, the School District Clerk shall cause the same, or a summary thereof, to be published, together with a notice in substantially the form prescribed by Section 81.00 of the Local Finance Law, in the Daily Freeman, a newspaper having a general circulation in the School District. The validity of the serial bonds authorized herein, and of bond anticipation notes issued in anticipation of the issuance of such serial bonds, may be contested only if such obligations are authorized for an object or purpose, or class of object or purpose, for which the School District is not authorized to expend money, or the provisions of law, which should have been complied with as of the date of the publication of this bond resolution, were not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of such publication, or if such obligations were authorized in violation of the provisions of the Constitution of the State of New York.

Section 6. The faith and credit of the School District are hereby and shall be irrevocably pledged for the punctual payment of the principal of and interest on all obligations authorized and issued pursuant to this bond resolution as the same shall become due and payable.

Section 7. Prior to the issuance of the serial bonds authorized herein, and of bond anticipation notes issued in anticipation of the issuance of such serial bonds, the Board of Education of the School District shall comply with all relevant provisions prescribed in Article 8 of the Environmental Conservation Law, all regulations promulgated there under by the New York State Department of Environmental Conservation, and all applicable Federal Laws and Regulations in connection with environmental quality review relating to the Project (collectively, the "environmental compliance proceedings"). In the event that any of the environmental compliance proceedings are not completed or require amendment or modification subsequent to the date of adoption of this bond resolution, the Board of Education of the School District will re-adopt, amend or modify this bond resolution prior to the issuance of any obligations authorized herein upon the advice of bond counsel. It is hereby determined by the Board of Education of the School District that the Project will not have significant effect on the environment.

Section 8. The School District hereby declares its intention to issue the serial bonds authorized herein, and/or bond anticipation notes issued in anticipation of the issuance of such serial bonds (collectively, the "obligations"), to finance the costs of the Project. The School District hereby covenants for the benefit of the holders of such obligations that it will not make any use of the proceeds of such obligations, any funds reasonably expected to be used to pay the principal of or interest on such obligations or any other funds of the School District, and will not make any use of the Project, which would cause the interest on such obligations to become subject to federal income taxation under the Internal Revenue Code of 1986, as amended (the "Code") (except for the federal alternative minimum tax imposed on corporations by Section 55 of the Code), or subject the School District to any penalties under Section 148 of the Code, and that it will not take any action or omit to take any action with respect to such obligations, the proceeds thereof or the Project financed thereby, if such action or omission would cause

the interest on such obligations to become subject to federal income taxation under the Code (except for the federal alternative minimum tax imposed on corporations by Section 55 of the Code), or subject the School District to any penalties under Section 148 of the Code. The foregoing covenants shall remain in full force and effect notwithstanding the defeasance of the serial bonds authorized herein or any other provision hereof, until the date which is sixty (60) days after the final maturity date or earlier prior redemption date thereof. The proceeds of any obligations authorized herein may be applied to reimburse expenditures or commitments made in connection with the Project on or after a date which is not more than sixty (60) days prior to the date of adoption of this bond resolution by the Board of Education of the School District.

Section 9. For the benefit of the holders and beneficial owners from time to time of the serial bonds authorized herein, and of bond anticipation notes issued in anticipation of the issuance of such serial bonds, the School District agrees, in accordance with and as an obligated person with respect to such obligations under, Rule 15c2-12 (the "Rule") promulgated by the Securities Exchange Commission pursuant to the Securities Exchange Act of 1934, to provide or cause to be provided such financial information and operating data, financial statements and notices, in such manner as may be required for purposes of the Rule. In order to describe and specify certain terms of the School District's continuing disclosure agreement for that purpose, and thereby implement that agreement, including provisions for enforcement, amendment and termination, the President of the Board of Education of the School District is authorized and directed to sign and deliver, in the name and on behalf of the School District, the commitment authorized by subsection 6(c) of the Rule (the "Commitment"), to be placed on file with the School District Clerk, and which shall constitute the continuing disclosure agreement made by the School District for the benefit of holders and beneficial owners of the obligations authorized herein in accordance with the Rule, with any changes or amendments that are not inconsistent with this bond resolution and not substantially adverse to the School District and that are approved by the President of the Board of Education on behalf of the School District, all of which shall be conclusively evidenced by the signing of the Commitment or amendments thereto. The agreement formed collectively by this paragraph and the Commitment shall be the School District's continuing disclosure agreement for purposes of the Rule, and its performance shall be subject to the availability of funds and their annual appropriation to meet the costs the School District would be required to incur to perform thereunder. The President of the Board of Education of the School District is further authorized and directed to establish procedures in order to ensure compliance by the School District with its continuing disclosure agreement, including the timely provision of information and notices. Prior to making any filing in accordance with the agreement or providing notice of the occurrence of any material event, the President of the Board of Education of the School District shall consult with, as appropriate, the School District attorney and bond counsel or other qualified independent special counsel to the School District, and shall be entitled to rely upon any legal advice provided by the School District attorney and such bond counsel or other qualified independent special counsel in determining whether a filing should be made.

Section 10. This bond resolution shall take effect immediately upon its adoption by the Board of Education of the School District. A bond resolution adopted by the Board of Education of the School District on August 1, 2018 for the purpose set forth herein is hereby repealed, revoked and rescinded and shall be of [no] force and effect whatsoever.

### 10.05 Surplus Books

**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 following items as surplus and authorizes the sale or disposal of these items:

#### **SURPLUS BOOKS FROM THE HIGH SCHOOL**

13 Tuesdays with Morrie	4 Vocabulary
2 British Literature	14 3 Plays about Crime & Criminals
33 Much Ado About Nothing	5 King Lear
1 Short Story	80 When Legends Die
11 Intro to Shakespeare	27 Tempest
1 Our Town	54 Grapes of Wrath
67 Richard the Third	12 Plays from the 1940's
1 Earth Science	33 Twelfth Night
90 10 Short Plays	47 Romeo and Juliet

#### **SUPPLIES & EQUIPMENT FROM THE ATHLETIC DEPARTMENT**

These items are unsafe, not usable, rotted or broken.

Soccer balls	Balls	Volleyball Standards
Pitching Machine	Shopping Cart	Metal Brackets
Backstop	Plastic Bins	Archery Bows
Cross Country Ski Poles	Softball Gear Bags	Storage Cages
Uniforms	Sneakers	
Softball Catching Gear	Track Shoes	

**10.06 Approve Inter-School Transfer**

*Recommended Action:* The Board of Education hereby approves the following Inter-School Transfer: Woodstock Kindergartner to Phoenicia

**11. Old Business****11.01 The Board will discuss Old Business (proposed 7:15)**

- Remind Board that they created an Ad Hoc Committee but have not met
  - A member should attend the NYSSBA 2030 Summit
    - Dr. DeLucia went in Poughkeepsie in May
    - Summit had wonderful, motivational speech by Commissioner Elia, followed by vendor presentations
  - Malverne, NY has a lower decline in enrollment than other districts
    - Look for any correlation between social media advertising and steady enrollment
- Remind Board about writing a more general resolution about opposing PILOTS

**12. Request For Information****12.01 Discuss Requests for Information**

Trustee Ratcliff asked what PILOTS are currently in District

**13. New Business****13.01 The Board will discuss New Business**

- NYSSBA resolutions to all Board members to review
- Board goals on next agenda

**14. Adjournment****14.01 Adjourn Meeting. Next meeting September 11, 2018 in the Woodstock School (proposed 7:25)**

*Recommended Action:* The meeting is adjourned at 7:30

Motioned: Trustee Shands

Seconded: Trustee Osmond

Result: Unanimous

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

Not Present: Trustee Storey, Trustee Warren

Minutes Recorded by Fern Amster,  
District Clerk



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

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## REGULAR MEETING

6:00 p.m.

TUESDAY, SEPTEMBER 11, 2018

WOODSTOCK SCHOOL

## MINUTES

### 1. Opening Items

- 1.01 Call to Order 6:00
- 1.02 Tobacco Policy Statement
- 1.03 Pledge of Allegiance
- 1.04 Roll Call

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

### 2. Acceptance of Minutes

- 2.01 Acceptance of Minutes (proposed 6:05)

*Recommended Action:* The Board of Education hereby accepts minutes of the August 28, 2018 Board Meeting

Motioned: Trustee Ratcliff

Seconded: Trustee Osmond

Result: Unanimous

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

### 3. Presentation

- 3.01 Mike Rossi from West & Co will present the findings of the External Audit (proposed 6:10 duration 20 min)

- Onteora has a dedicated staff, that is why there is a clean opinion
  - Highest opinion they could give
- Audit Committee spent 1.5 hours going over the report and recommend that the Board accept it

Discussion:

- Full and Modified Accrual Basis - difference is how liabilities are paid
  - Health insurance we will pay in future on full accrual basis
    - Calculated by an Actuary for current and future employees
  - Audit Committee discussed having the Actuary come in to explain calculations
    - Actuary should speak to Board
- Thanked District Treasurer for her hard work

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District accept the External Audit Report for the 2017-2018 School Year.

Motioned: Trustee Ratcliff

Seconded: Trustee Kurnit

Result: Unanimous

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

**4. Welcome**

4.01 Woodstock Principal, Scott Richards will welcome the Board (proposed 6:30 duration 10 min)

- Great to have Kindergarteners come in the first day with their parents on the bus to give sense of calm and understanding of what will happen
  - Never saw that in another district
- Custodial staff worked hard this summer to clean and paint
  - Children noticed and commented
- Retirees' replacements are great teachers – do miss the retirees
  - Spoke about each new teacher: Teresa Pelligrini- Art, Cassandra Kothe – 1<sup>st</sup> grade, Heather Kight – School Nurse, Erica Parisian – 3<sup>rd</sup> grade; Terry Versace – Special Ed
- Tower gardens are almost ready to be harvested – inside building
- Goal of improved culture and climate – using School Safety Patrol in an area of the building with an adult, to assist children to get to class with heavy bags, help in the cafeteria, greet each person that comes in
  - Ended last year with 7 patrollers, this year will have 10-15
    - Officer Sharon meets with them once a month
- 3<sup>rd</sup> grade news program will be back this year
  - District purchased equipment for the program this year

**5. Superintendent District News**

5.01 The Superintendent will report District News (proposed 6:40)

- Opening day visited every classroom with Dr. DeLucia
  - Saw Kindergarten Orientation
- Our Director of Transportation worked diligently over the summer to analyze the bus runs and try to find efficiencies where possible
  - There were some minor bus delays in the first few days but nothing out of the ordinary
- Activities in every building all through this month and our sports calendar is equally busy
- Express gratitude to our families, administrators and staff for their support during the incident that preceded the opening of school
  - Specifically, Dr. DeLucia, Mr. Edelman and Deputy Sharon for their assistance through this situation
- Dr. DeLucia presented to the entire staff the instructional priorities identified by our Administrative Cabinet this summer

5.02 Instructional Priorities by Assistant Superintendent for Curriculum & Instruction (proposed 6:45 duration 20 min)

Instructional Priorities

- District-wide focus on improving literacy instruction for all students
  - Discussed the components of a balanced literacy program
- K-6 Mathematics: Workshop Model – Nikki Newton working with K-6 teachers on conference day
- Equity and Inclusivity – secondary teachers will be working with a group from NYU on conference day- Implicit Bias

- How does who we are and how we were raised influence how we teach
- New York State Science Standards, New York State Social Studies Framework, NYS Next Generation Standards in ELA and Mathematics – modified from common core standards – much more user friendly, created introduction for all educators to understand
  - Important teachers all hear the same message about the standards
  - In 2021 all assessments will be aligned to the new standards
  - Shift to learning by inquiry - pedagogy is more important than content
  - Social Studies standards define civic mindedness
  - Standards lend themselves to interdisciplinary learning
- Response to Intervention – Future’s report –focus on a plan to look across buildings and across district to have common assessments and common interventions
  - Do RTI with fidelity before being recommending a student to Special Education
- Professional Development state requirements changed– must maintain 100 hours of Continuing Teacher and Leader Education (CTLE) within 5 years if you have anything but a Permanent Certification
  - 3 categories that will count toward hours: Content, Pedagogy, ESL
  - Not all professional development will count – must be from approved provider
- Guidance Plan – regulations have changed – new ones in effect 9/1/19 to increase opportunities for all students to be successful- give access to certified counselor in early years- plan must be K-12
  - Team of administrators, social workers, and counselors will follow timeline to create a new plan
  - Also looking at consistency among school counselors
  - Plan provides oversight – building principal oversees the counselors
  - Principals need oversight so students reach the requirements for graduation
  - Team will define the guidance work, including K-6
    - Build common understanding of requirements, assess current reality and identify gaps
  - Will report in February

#### Discussion:

- Science will not be in the textbooks- we may still need to purchase textbooks- the way we use them will start to shift
  - Textbooks are defined not only as books, but can be kits with text and manipulatives for reference
  - Inquiry process will be used for students to find answers on their own
- State ELA and Math tests – reports to parents and district were supposed to be released earlier – not released yet
- Trying to find ways to have the time for Professional Learning Communities
  - Not possible with current schedule
  - Schedule makes teachers’ ability to be creative difficult
- NYS standards are based on the Common Core Standards
- Social Studies framework is K-12, assessed in 9<sup>th</sup> grade

- Geography is embedded in the Global curriculum
- Civic mindedness – embedded into framework – any topic can help students draw a civic minded conclusion
- Professional development requirements– as per professional development plan, will offer opportunities for teachers
- Definition of “access to certified counselors” is defined in the regulation
- No plans to change staffing under new Guidance Requirements
- Important that school counselors are under the building principals in the best interest of the students’ education
  - Building leaders do not feel that supervising counselors are a burden, but would be a burden to not have that oversight
  - Have a stipended position for head of guidance

## 6. Board District News

6.01 The Board will report District News (proposed 7:05)

No Board news was reported

## 7. Acknowledge Public Be Heard Comments

7.01 The Board will acknowledge the public be heard comments from the last meeting

No comment was made at the last meeting

## 8. Public and Student Comment

8.01 Public and Students may comment on any agenda or non-agenda item (proposed 7:10 duration 10 min or more)

No comment was made

## 9. Policies/Discussion and Possible Action

9.01 Second Reading and Adoption of Policy 4212 Organizational Chart (proposed 7:15)

*Recommended Action:* The Board of Education hereby adopts Policy 4212 as written

Motioned: Trustee Kurnit

Seconded: Trustee Storey

- School Lunch Manager is civil service title
- Look at other districts to see where guidance falls
- Trustee Ratcliff argued that the Head of Guidance should be elevated and on this chart
  - Not administrators

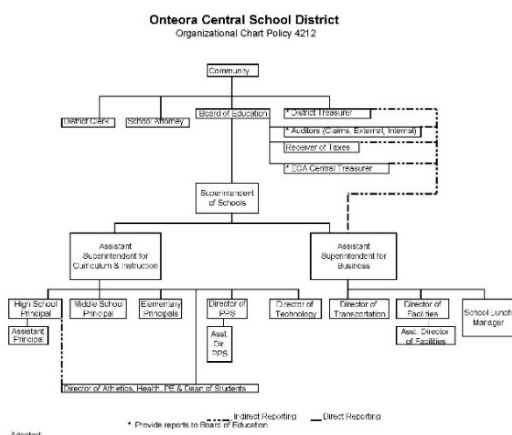
○ Discussed having Director of Athletics, PE, Health & Dean under all principals, but Dean is under HS

- Guidance Team will not change organization of Guidance Dept.

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Shands, Trustee Warren

Nay: Trustee Ratcliff



## 9.02 Second Reading and Adoption of Policy 3290 Operation of Motor-Driven Vehicles on District Property

*Recommended Action:* The Board of Education hereby adopts Policy 3290 as written

Motioned: Trustee Storey

Seconded: Trustee Shands

Result: Unanimous

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

**20022018** 3290 Community Relations **SUBJECT: OPERATION OF MOTOR-DRIVEN VEHICLES ON DISTRICT PROPERTY**

The use of motor-driven vehicles, including cars, snowmobiles, mini-bikes, motorcycles, all-terrain vehicles (ATV's) and other such vehicles is prohibited on any school grounds or areas, except **when for** authorized **for** school functions or purposes.

**All student vehicles are to be registered with the High School Administrator and parked in authorized areas only.**

**Student vehicles must be parked in authorized areas only.**

Vehicle and Traffic Law Section 1670

## 9.03 Second Reading and Adoption of Policy 3412 Threats of Violence in School

*Recommended Action:* The Board of Education hereby adopts Policy 3412 as written

Motioned: Trustee Shands

Seconded: Trustee Storey

Result: Unanimous

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

**20022018** 3412 Community Relations **SUBJECT: THREATS OF VIOLENCE IN SCHOOL**

The School District is committed to the prevention of violence against any individual or property in the schools or at school activities whether such acts and/or threats of violence are made by students, staff, or others. Threats of violence against students, school personnel and/or school property will not be tolerated whether or not such threats occur on school grounds or during the school day.

Any acts and/or threats of violence, including bomb threats, whether made orally, in writing, ~~or~~ by e-mail, **or on any social media platform**, shall be subject to appropriate discipline in accordance with applicable law, District policies and regulations, as well as the *Code of Conduct* ~~for the Maintenance of Order on School Property and collective bargaining agreements, as may be necessary.~~

While acknowledging an individual's constitutional rights, including applicable due process rights, the District refuses to condone acts and/or threats of violence which threaten the safety and well-being of **students**, staff, ~~students~~ and the school environment. Employees and students shall refrain from engaging **in** threats or physical actions which create a safety hazard for others.

**All staff who are made aware of physical acts and/or threats of violence directed to students or staff are to report such incidents to the Building Principal/designee, who shall report such occurrences to the Superintendent. Additionally, the Building Principal/designee will also report occurrences of violence, whether involving an actual confrontation or threat of potential violence, to the school psychologist and/or Director of Special Education if applicable. Local law enforcement agencies may be called as necessary upon the determination of the Superintendent/designee.**

**Students, staff and parents shall be encouraged to bring their concerns to any district employee. If a district employee becomes aware of a threat to the school community, the Building Principal shall be informed and he/she will convene the threat assessment team. The Building Principal may request the participation of the following additional individuals who may have specific knowledge of the potential perpetrator: supervisors, teachers, students and parents. The Building Principal is responsible for keeping the Superintendent informed about the activities of the threat assessment team (Policy 5681, School Safety Plans.)**

Students are to report all acts and/or threats of violence, including threats of suicide, of which they are aware by reporting such incidents to the staff, a faculty member, or the Building Principal.



The District reserves the right to seek restitution, in accordance with law, from the parent/guardian and/or student for any costs or damages which had been incurred by the District as a result of the threats or acts of violence in the schools.

This policy will be enforced in accordance with applicable laws and regulations, **as well as collective bargaining agreements** and the *Code of Conduct* as may be necessary. Additionally, this policy will be disseminated, as appropriate, to students, staff, and parents and will be available to the general public upon request.

**Regulations will be developed to address safety concerns in the schools, and appropriate sanctions for violations of this policy by students will be addressed in the ~~Code of Conduct~~.**  
**Ref: Policy 5681, School Safety Plans**  
**Code of Conduct**

#### 9.04 First Reading of Policy 1510 Board Meetings

- NYSSBA sent a separate policy for Notice of Meetings, so NYSSBA's policy was added to the current Board Meetings Policy

2015 2018 1510 By-Laws1 of **32** **SUBJECT: BOARD MEETINGS**

All Board of Education meetings must be open to the public except those portions of the meetings which qualify as executive sessions. A "meeting" is defined as an official convening of a public body for the purpose of conducting public business and a "public body" is defined as an entity which requires a quorum to conduct public business, including committees and subcommittees.

**Whenever such a meeting is to take place, there must be at least seventy-two (72) hours advance notice in accordance with the provisions of the Open Meetings Law. Notice of other meetings shall be given as soon as is practicable in accordance with law.**

**If a meeting is scheduled at least a week in advance, notice will be given to the public and news media at least 72 hours prior to the meeting. A special meeting may be called upon 24-hour notice to Board members.**

~~Board members are permitted to participate in board meetings via videoconferencing, in accordance with state law. Any site where videoconferencing is to take place must be open to the public. The district will comply with applicable notice requirements (see policy 2340).~~

Regular meetings of the Board of Education of Onteora Central School District shall take place on the day and time designated by the Board at the Annual Organizational Meeting, except as modified at subsequent meetings of the Board.

The District Clerk shall notify the members of the Board of Education in advance of each regular meeting. Such notice, in writing, shall include an agenda and the time of the meeting.

In the event that a meeting date falls on a legal holiday, interferes with other area meetings, or there is an inability to attend the meeting by Board members to the extent that a quorum would not be present, the Board shall select a date for a postponed meeting at the previous regular meeting, and shall direct the Clerk to notify all members.

Any meeting of the Board may be adjourned to a given future date and hour if voted by a majority of the Board present.

The Superintendent shall attend all meetings of the Board. The Superintendent shall attend all executive session meetings of the Board except those that concern his/her evaluation and salary determination. The Board may request the attendance of such additional persons as it desires.

#### **Recording and Broadcasting Public Portions of Meetings:**

- The Board of Education will video/audio record each Board meeting and broadcast it on the District TV Station and well as post it on the District website.
- The public portion of any meeting of a public body may be photographed, recorded and broadcast.
- There is no privacy interest in statements made during public portions of meetings of public bodies. Distaste or embarrassment shall not constitute a basis for prohibiting or limiting the photographing, recording or broadcasting of those present at a meeting.
- Operation of equipment to photograph, record or broadcast a meeting is permitted unless it is obtrusive, disruptive, or interferes with the deliberative process or the right of persons in attendance to observe or listen to the proceedings.
- Use of equipment necessary to photograph, record or broadcast is permitted without notice to or express permission from the public body or those in attendance at the meeting.
- Use of equipment necessary to photograph, record or broadcast is permitted in a supervised or unsupervised manner.

- g. Use of special lighting or large equipment necessary to photograph, record or broadcast a meeting is permitted unless it is obtrusive or disruptive to the deliberative process.
- h. Personnel who operate equipment necessary to photograph, record and/or broadcast a meeting shall be permitted to move about the room, as long as such movement does not disrupt or interfere with the deliberative process, and remains within or behind the public seating area
- a. If any provision of these guidelines or the application thereof to any person or circumstances is adjudged invalid by a court of competent jurisdiction, such judgment shall not affect or impair the validity of the other provisions of these regulations or the application thereof to other persons and circumstances

**Public notice**

The recording and broadcasting of public meetings shall comply with sections a-h of this policy and will be made available at a designated location. Written copies of such rules shall be provided upon request, to those in attendance at or who seek to attend a meeting.

**Notice of Meetings**

**For all regular and scheduled special meetings of the Board of Education, the District Clerk shall give adequate notice to all members and to the community, including posting notice of the time and place of meetings on the district website.**

**If a meeting is scheduled at least a week in advance, notice will be given or electronically transmitted to the public and news media at least 72 hours prior to the meeting. A special meeting may be called upon 24-hour notice to Board members.**

**When a meeting is scheduled less than a week in advance the Board shall provide or electronically transmit public notice to the extent practicable. Said notice shall be conspicuously posted in one or more designated public locations, including the district's website.**

**If a board member intends to participate in a board meeting via videoconference, the public notice of the meeting will indicate that videoconferencing will be used, specify the location(s) for the meeting and state that the public may attend at any of the locations.**

**If a meeting will be streamed live over the internet, notice will indicate the internet address of the website streaming the meeting.**

Public Officers Law Article 7; Education Law Section 1708

NOTE: Refer also to Policy #1520 -- Special Meetings of the Board of Education; Policy 1710 Quorum Policy 1511 Agenda Preparation and Dissemination; **Open Meetings Law, Public Officers Law §§100 et seq.; Education Law §§1606; 1708; 2504; 2563**

## 9.05 MOA for Professional Development Costs

*Recommended Action:* The Board of Education hereby approves Memorandum of Agreement #09112018A regarding the cost of professional development

Motioned: Trustee Storey

Seconded: Trustee Shands

- Working with OTA to review ways we are compensating teachers for professional development – inconsistencies identified
  - Now have clear language

Result: Unanimous

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

## 9.06 MOA for Olympics of the Visual Arts

*Recommended Action:* The Board of Education hereby approves Memorandum of Agreement #09112018B regarding a stipend for Olympics of the Visual Arts

Motioned: Trustee Storey

Seconded: Trustee Shands

- Advisor readies and takes students to Olympics of Visual Arts – stipend needed to be increased due to the amount of work needed
  - Found that work was more in line with stipends that were higher

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee

Shands, Trustee Ratcliff, Trustee Warren

**10. \*\*Break\*\***

10.01 The Board of Education will take a break at 8:10

The Board took a break at 8:10

**11. Discussion and Possible Action (cont'd)**

11.01 The Board will discuss the NYSSBA Resolutions (proposed 8:05 duration 15 min)  
8:30

1 RESOLVED, that the New York State 1 School Boards Association opposes any legislative and regulatory mandates that would impose new unfunded or underfunded mandates.

Yes\_7\_\_\_\_ No \_\_0\_\_\_\_

2 RESOLVED, that the New York State School Boards Association supports legislation at the state level to hold school districts financially harmless whenever they experience the unanticipated, significant loss of revenue due to tax certiorari cases or the unexpected loss of a significant portion of the value of their taxable property.

Yes\_7\_\_\_\_ No \_\_0\_\_\_\_

3 RESOLVED, that the New York State School Boards Association supports legislation to improve school safety by reducing access to guns.

Yes\_6\_\_\_\_ No \_\_1\_\_\_\_

4 RESOLVED, that the New York State School Boards Association supports legislative proposals that would allow districts to adopt an earlier start to the instructional year with those dates being eligible for state aid.

Yes\_7\_\_\_\_ No \_\_0\_\_\_\_

5 RESOLVED, that the New York State School Boards Association supports preserving Medicaid funding to school districts.

Yes\_7\_\_\_\_ No \_\_0\_\_\_\_

6 RESOLVED, that the New York State School Boards Association supports proposals making kindergarten attendance mandatory.

Yes\_7\_\_\_\_ No \_\_0\_\_\_\_

7 RESOLVED, that the New York State School Boards Association oppose any legislative or regulatory effort to grant tenure status to non-instructional school employees.

Yes\_7\_\_\_\_ No \_\_0\_\_\_\_

8 RESOLVED, that the New York State School Board Association shall seek legislation to streamline the tenured teacher hearing process set forth in Education Law §3020-a in a way that preserves due process while addressing spiraling costs and the extraordinary length of time to conduct hearings.

Yes\_5\_\_\_\_ No \_\_2\_\_\_\_

9 RESOLVED, that the New York State School Boards supports legislation that allows the date of the annual reorganizational meeting to be on or before the Monday following the 20th of July.

Yes\_7\_\_\_\_ No \_\_0\_\_\_\_

10 RESOLVED, that the New York State School Boards Association supports legislation to exempt expenditures related to school safety from the tax cap.

Yes\_1\_\_\_\_ No \_\_6\_\_\_\_

9.07 Discuss 2018-2019 Board Goals (proposed 7:30 duration 30 min)

8:40

The Board discussed goals for the school year, will continue at next Board meeting

## 12. Independent Contract Retainers

### 12.01 Approve all ICRs (proposed 8:20)

*Recommended Action:* The Board of Education hereby approves the Independent Contract Retainers in Items 12.02-12.06

Motioned: Trustee Shands

Seconded: Trustee Ratcliff

Result: Unanimous

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

### 12.02 ICR - Neden

*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 Terianne Neden ("Super Food Girl"), for a Nutrition Residency from October 23, 2018 through October 26, 2018 at a rate of \$87.50 per hour, plus cost of food, handout and materials to a maximum of \$1,500.00, at Phoenicia Elementary School and authorizes the Superintendent to sign such an agreement.

### 12.03 ICR - Savatgy for Woodstock

*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 Matthew Savatgy as an Environmental Scientist in Residence at Woodstock Elementary School for the period beginning September 24, 2018 to May 31, 2019 at a rate of \$1,500.00 per residency, to a maximum of \$1,500.00, and authorizes the Superintendent to sign such an agreement

### 12.04 ICR - Savatgy for Bennett

*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 Matthew Savatgy as an Environmental Scientist in Residence at Bennett Elementary School for the period beginning September 24, 2018 to May 31, 2019 at a rate of \$3,000.00 per residency, to a maximum of \$3,000.00, and authorizes the Superintendent to sign such an agreement.

### 12.05 ICR - Yonker

*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 Theresa Yonker, MD, for Psychiatric Evaluations from July 1, 2018 through June 30, 2019 at a rate of \$350.00 per hour, to a maximum of \$8,400.00 and authorizes the Superintendent to sign such an agreement

### 12.06 ICR - Maliha

*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 William E. Maliha, M.D. FAFAP as School Physician for the period beginning September 15, 2018 to December 31, 2018 at a rate of \$5,000.00 per month, to a maximum of \$17,500.00, and authorizes the Superintendent to sign such an agreement.

### 13. Consent Agenda

#### 13.01 Approve Consent Agenda (proposed 8:25)

*Recommended Action:* The Board hereby approves item numbers 13.02-13.07

Motioned: Trustee Shands

Seconded: Trustee Ratcliff

Result: Unanimous

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

#### 13.02 Personnel Agenda

##### RESIGNATIONS:

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Hynes, Tanjia	Supervising Nurse Practitioner	9/14/18	Personal Reasons

##### APPOINTMENT: INSTRUCTIONAL

##### FULL-TIME PROBATIONARY APPOINTMENT

Be it hereby resolved that the Board appoints:

Schwarz, Laura, certified School Social Worker, to a 4 year probationary period in the tenure area of School Social Worker at a salary of 1MA commencing on 10/01/18 and ending on 09/30/22.

Be it further resolved that, to the extent applicable under Education Law Section 3012-d and the accompanying Commissioner's Regulations, in order to be considered for tenure, the above teachers must have received an APPR rating of effective or highly effective in three of the four probationary years and must not receive an ineffective in the fourth year.

##### FULL-TIME PROBATIONARY APPOINTMENT

NAME	Tenure Area	Probationary Dates FROM - TO	Salary
Hill, Dylan	Teaching Assistant	9/12/18 – 9/11/22	Step 2

##### EXTRA DUTY STIPENDS

NAME	POSITION	AMOUNT
Battista, Lynn	Diversity Club Advisor 1 – PBIS	\$699.00
Ferraro, Aubree	Diversity Club Advisor 2 – PBIS	\$699.00
Polacco, Nicole	Peer Mediation Advisor 1	\$2,934.00
Loheide, Laura	ELA Coordinator	\$4,763.00
Vail, Andrew	Elementary Resource – Woodstock 2	\$2,111.00
VanBaren, Kathleen	Robotics/computer Club Advisor – MS	\$1,187.00

##### TEMPORARY APPOINTMENT: NON-INSTRUCTIONAL

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Bachor, Margaret	School Nurse /District	10/01/18 – 01/04/19	Step 3

##### APPOINTMENT: NON-INSTRUCTIONAL

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Becker, Kari	School Monitor/District	9/4/18	Increase hours to 35 from 32.5

##### SUBSTITUTE

NAME	POSITION
Rutledge, Amy	Non-instructional

### 13.03 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, #9/18, Confidential, as reviewed by Trustee Ratcliff

### 13.04 Financial Report

*Recommended Action:* The Board of Education has reviewed and hereby accepts the Quarterly Financial Report ending June 30, 2018

### 13.05 Warrants

*Recommended Action:* The Board of Education has reviewed and hereby accepts Warrant Schedule 2

### 13.06 SEQRA for Press Box/Bleachers

*Recommended Action:* WHEREAS, the Board of Education of the Onteora Central School District ("District") proposes a capital improvement project to remove and replace the press box and bleachers with a new grandstand and press box, reconstruct various site improvements around track/football field, including ADA-compliant parking and paving work to access the field and fiber network and water and sewer line upgrades and incidental and related work items at the Onteora High School/Middle School ("Project"); and

WHEREAS, the proposed Project involves the replacement, rehabilitation or reconstruction of an existing facility that qualifies as a Type II action set forth in 6 NYCRR Part 617.5, State Environmental Quality Review Act ("SEQRA"); and

WHEREAS, the Board has considered the information and documentation, which describes the design and intent of the proposed Project;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Onteora Central School District, based upon the record before it, including the general, specific and detailed knowledge of the Board of the proposed Project and under the applicable standards of SEQRA and 6 NYCRR Part 617.5, hereby determines that:

- a. The proposed Project is classified as a Type II Action; and
- b. In accordance with Article 8 of the New York State Environmental Conservation Law, the Board is not obligated to conduct any further environmental review of the Project.

### 13.07 Re-Appoint District Medical Director

Changed from Reorg:

District Medical Director	William Maliha	\$5000/month to 12/31/18
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## 14. Committee Reports

### 14.01 Audit Committee: Trustee Salem to report. Next meeting is at 9:30 at Central Administration on 12/10/18

- Met with Mike Rossi, from West & Company, as per report tonight
- Will schedule Actuary to explain their predictions of future obligations

### 14.02 Policy Committee: Trustee Salem to report. Next meeting is TBD

- Spending a lot of time incorporating NYSSBA policies into our policy manual created by Erie 1 BOCES

- Many of the old policies do not exist with NYSSBA
- What will they give us in the end?

**NYSSBA Compliance Review**

- This is a general review of your current manual. We do not re-create your entire manual, but we do go through each policy and determine whether it is perfectly fine, needs revisions or should be rescinded.
- We also provide NYSSBA sample policies when we believe you are missing essential or required policies, or if we believe your policy needs enough revision that you may want to compare your policy to ours in order to make the necessary adjustments.
- If you believe you have a decent manual, but it might be slightly outdated, this could be a good option for you.
- This service is billed at an hourly rate of \$100/hour with a cap at 35 hours.

**15. New Business**

15.01 The Board will discuss New Business (proposed 8:30)

- NYSSBA article about a 360 Superintendent evaluation of School Board
  - Find where the boundaries are crossed

**16. Old Business**

16.01 The Board will discuss Old Business

- Ad Hoc Committee to meet

**17. Request For Information**

17.01 Discuss Requests for Information

Trustee Osmond asked why has the ELL Coordinator Stipend not been filled?

Trustee Kurnit asked Theater club has \$20k listed – will there be a theater production every year? – was plan- in interviews for replacement for HS chorus, asked about a production

**18. Adjournment**

18.01 Adjourn Meeting. Next meeting September 25, 2018 in the Bennett School (proposed 8:35)

*Recommended Action:* The meeting is adjourned at 9:20

Motioned: Trustee Storey

Seconded: Trustee Shands

Result: Unanimous

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

Minutes Recorded by Fern Amster,  
District Clerk



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

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## WORKSHOP MEETING

6:00 p.m.

Minutes

TUESDAY, SEPTEMBER 25, 2018

BENNETT SCHOOL

### **1. Opening Items**

- 1.01 Call to Order 6:00
- 1.02 Tobacco Policy Statement
- 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. Acceptance of Minutes**

- 2.01 Acceptance of Minutes (proposed 6:05)

*Recommended Action:* The Board of Education hereby accepts minutes of the September 11, 2018 Board Meeting

Motioned: Trustee Shands

Seconded: Trustee Storey

Result: Unanimous

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

### **3. Welcome**

- 3.01 Bennett Principal, Gabriel Buono will welcome the Board (proposed 6:10 duration 10 min)

- Very smooth opening – want to thank Transportation for their hard work
- Staggered Open House for parents with multiple-aged children
- PTA cancelled picnic
- Getting ready for Conference day on Friday

Discussion:

- Shade structure currently on property was chosen by students
- Basketball hoops will be installed in next few weeks
- Open House attendance at the MS/HS was down, Bennett was well attended but always have more parents at the elementary level
- The Board asked Mr. Buono for his help in instituting the new Association of Student Government policy

### **4. Superintendent District News**

- 4.01 The Superintendent will report District News (proposed 6:20)

Attended the fall conference for NYS School Superintendents (NYSOSS)

- Attended a number of both informative and inspiring workshops
- Closing keynote address by the Commissioner of Education- main topics:
  - State is looking to create a new APPR (Annual Professional Performance Review) system that will include teachers, principals and Superintendents in the design



- She remains firm in her stance that teachers should never be asked to carry guns in schools and Federal Funds may not be used in this way

#### Coxsackie Virus

- The Coxsackie Virus is appearing in multiple districts throughout the state, and while we have some diagnosed cases, our attendance rate is similar to our attendance rate from this time last year
  - Nursing staff is monitoring the situation; night staff cleaned and disinfected each of the lockers and cleaned the locker room
  - Thank you to our Medical Director who helped with the communication to the community

First Supt Conference Day on Friday – Assistant Superintendent for Curriculum & Instruction, will Dr. Delucia share the plan

- Carrying over some of the work began last year- lost some opportunities to snow
  - Every elementary instructional staff member who teaches math to work with Dr. Nicki Newton on math workshops - building common language, what does good instruction in math workshop look like, running records in math
- Literacy specialists will be working with literacy coaches on building common language about what we believe is good literacy instruction
- Certain Dept. meetings, working collaboratively
- Equity and inclusivity- every MS/HS staff member will be participating, also learning new website
- Basic Life Support training for staff that need that training
- Anyone responsible for door answering will be working with SRO Sharon

#### Discussion:

- Deep cleaning for the virus followed instructions recently given on Opening Day by Safety Officer, Dr. Michael O'Rourke
  - Used cleaner in stock
  - Medical Director was not overly alarmed by the outbreak – not serious
- Commissioner Elia will be making plans public in a month
- MS/HS teachers will be trained in the new website on Conference Day, elementary teachers will be given an after-school workshop
- Will get the Board a timeline on when the website will be fully functional
- No information yet on a student rep

### 5. Board District News

5.01 The Board will report District News (proposed 6:25)

Trustee Shands reported that the Varsity Volleyball Team won their first set for the first time - attribute to Coach Harrington

Trustee Ratcliff attended literary meeting with an author who is an Onteora graduate, pleased to see 3 retired teachers come to support their former student

- Retirees feel supported by District

### 6. Acknowledge Public Be Heard Comments

6.01 The Board will acknowledge the public be heard comments from the last meeting  
No comment was made at the last meeting

**7. Public and Student Comment**

7.01 Public and Students may comment on any agenda or non-agenda item (proposed 6:30 duration 10 min or more)

No comment was made

**8. Policies/Discussion and Possible Action**

8.01 Second Reading and Adoption of Policy 1510 Board Meetings

*Recommended Action:* The Board of Education hereby adopts Policy 1510 as written

First: Trustee Shands

Second: Trustee Osmond

Result: Unanimous

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

2015 1510 By-Laws 1 of ~~32~~ SUBJECT: BOARD MEETINGS

All Board of Education meetings must be open to the public except those portions of the meetings which qualify as executive sessions. A "meeting" is defined as an official convening of a public body for the purpose of conducting public business and a "public body" is defined as an entity which requires a quorum to conduct public business, including committees and subcommittees.

Whenever such a meeting is to take place, there must be at least seventy-two (72) hours advance notice in accordance with the provisions of the Open Meetings Law. Notice of other meetings shall be given as soon as is practicable in accordance with law.

If a meeting is scheduled at least a week in advance, notice will be given to the public and news media at least 72 hours prior to the meeting. A special meeting may be called upon 24-hour notice to Board members.

~~Board members are permitted to participate in board meetings via videoconferencing, in accordance with state law. Any site where videoconferencing is to take place must be open to the public. The district will comply with applicable notice requirements (see policy 2340).~~

Regular meetings of the Board of Education of Onteora Central School District shall take place on the day and time designated by the Board at the Annual Organizational Meeting, except as modified at subsequent meetings of the Board.

The District Clerk shall notify the members of the Board of Education in advance of each regular meeting. Such notice, in writing, shall include an agenda and the time of the meeting.

In the event that a meeting date falls on a legal holiday, interferes with other area meetings, or there is an inability to attend the meeting by Board members to the extent that a quorum would not be present, the Board shall select a date for a postponed meeting at the previous regular meeting, and shall direct the Clerk to notify all members.

Any meeting of the Board may be adjourned to a given future date and hour if voted by a majority of the Board present.

The Superintendent shall attend all meetings of the Board. The Superintendent shall attend all executive session meetings of the Board except those that concern his/her evaluation and salary determination. The Board may request the attendance of such additional persons as it desires.

Recording and Broadcasting Public Portions of Meetings:

a. The Board of Education will video/audio record each Board meeting and broadcast it on the District TV Station and well as post it on the District website.

b. The public portion of any meeting of a public body may be photographed, recorded and broadcast.

c. There is no privacy interest in statements made during public portions of meetings of public bodies. Distaste or embarrassment shall not constitute a basis for prohibiting or limiting the photographing, recording or broadcasting of those present at a meeting.

d. Operation of equipment to photograph, record or broadcast a meeting is permitted unless it is obtrusive, disruptive, or interferes with the deliberative process or the right of persons in attendance to observe or listen to the proceedings.

e. Use of equipment necessary to photograph, record or broadcast is permitted without notice to or express permission from the public body or those in attendance at the meeting.

f. Use of equipment necessary to photograph, record or broadcast is permitted in a supervised or unsupervised manner.

g. Use of special lighting or large equipment necessary to photograph, record or broadcast a meeting is permitted unless it is obtrusive or disruptive to the deliberative process.

h. Personnel who operate equipment necessary to photograph, record and/or broadcast a meeting shall be permitted to move about the room, as long as such movement does not disrupt or interfere with the deliberative process, and remains within or behind the public seating area

a. If any provision of these guidelines or the application thereof to any person or circumstances is adjudged invalid by a court of competent jurisdiction, such judgment shall not affect or impair the validity of the other provisions of these regulations or the application thereof to other persons and circumstances

~~Public notice~~

The recording and broadcasting of public meetings shall comply with sections a-h of this policy and will be made available at a designated location. Written copies of such rules shall be provided upon request, to those in attendance at or who seek to attend a meeting.

Notice of Meetings

For all regular and scheduled special meetings of the Board of Education, the District Clerk shall give adequate notice to all members and to the community, including posting notice of the time and place of meetings on the district website.

If a meeting is scheduled at least a week in advance, notice will be given or electronically transmitted to the public and news media at least 72 hours prior to the meeting. A special meeting may be called upon 24-hour notice to Board members.

When a meeting is scheduled less than a week in advance the Board shall provide or electronically transmit public notice to the extent practicable. Said notice shall be conspicuously posted in one or more designated public locations, including the district's website.

If a board member intends to participate in a board meeting via videoconference, the public notice of the meeting will indicate that videoconferencing will be used, specify the location(s) for the meeting and state that the public may attend at any of the locations.

If a meeting will be streamed live over the internet, notice will indicate the internet address of the website streaming the meeting.

Public Officers Law Article 7; Education Law Section 1708; NOTE: Refer also to Policy #1520 -- Special Meetings of the Board of Education; Policy 1710 Quorum; Policy 1511 Agenda Preparation and Dissemination; Open Meetings Law, Public Officers Law §§100 et seq.; Education Law §§1606; 1708; 2504; 2563

## 8.02 First Reading of Policy 5321 Use of the District Credit Card

- Need to raise the limit of credit card - conventions and other events need payment by credit card

Information ~~2016~~**2018** 5321 Non-Instructional/Business Operations **SUBJECT: USE OF THE DISTRICT CREDIT CARD**

The Trustees of the Ontario Central School District do recognize the need for a District credit card for District use for miscellaneous expenses, such as conference registration and hotel reservations in the event that a facility does not hold a reservation with a Purchase Order. The District credit card is maintained in Central Administration under the care and control of the Assistant Superintendent for Business. The credit card has a maximum credit limit of ~~\$3,000~~**\$10,000**.

The Trustees of the Ontario Central School District also recognize the need for a gas card for use on long trips to purchase fuel for District vehicles. The Transportation Department maintains an account with Sunoco Suntrak that has five (5) cards associated with the account. Four (4) cards are under the care and control of the Director of Transportation, and one (1) card is under the care and control of the Assistant Superintendent for Business to be used only in the absence of the Director of Transportation. The credit card account has a maximum credit limit of \$500 in total, not per card.

## 8.03 First Reading of Policy 3411 Unlawful Possession of a Weapon Upon School Grounds

- Deputy Sharon updated the references to the laws

Information ~~2002~~**2018** 3411 Community Relations **SUBJECT: UNLAWFUL POSSESSION OF A WEAPON UPON SCHOOL GROUNDS**

~~It shall be unlawful!~~ **It is a violation of School District Policy and the Code of Conduct** for any person to knowingly possess any air-gun, spring-gun or other instrument or weapon in which the propelling force is a spring, air, piston or CO2 cartridge upon school grounds or in any District building without the express written authorization of the Superintendent or his/her designee. **Unlawful possession of a weapon upon school grounds may be a violation of the New York State Penal Law, and is a violation of School District policy and the Student Discipline Code of Conduct.**

The term "weapon" means a weapon, device, instrument, material, or substance, animate or inanimate, that is used for, or is readily capable of, causing death or bodily injury.

Additionally, the possession of any weapon, as defined in the New York State Penal Code, on school property or in school buildings is prohibited, except by law enforcement personnel or upon written authorization of the Superintendent/designee.

Unlawful possession of a weapon upon school grounds may be a violation of the New York State Penal Law, and is a violation of School District policy and the Student Discipline Code of Conduct.

Penal Law Sections 220.00(14), 265.01, 265.0**~~4~~(4)**; 265.03, 265.05, **and** 265.06, **265.01-a, and 265.01-b**

NOTE: Refer also to Policies #7360 -- Weapons in School; #7361 -- Gun-Free Schools

## 8.04 First Reading of Policy 3421 Sexual Harassment

- New Policy – This policy replaces 7551 and 6121
- Whistleblower paragraph taken out – get council's guidance

2018 3421 Community Relations **SUBJECT: SEXUAL HARASSMENT**

The Board of Education recognizes that harassment of students, staff and certain “non-employees” (which includes contractors, subcontractors, vendors, consultant and other persons providing services pursuant to a contract, or their employees) on the basis of sex, gender and/or sexual orientation is abusive and illegal behavior that harms targets and negatively impacts the school culture by creating an environment of fear, distrust, intimidation and intolerance. The Board further recognizes that preventing and remedying such harassment in schools is essential to ensure a healthy, nondiscriminatory environment in which students can learn and employees and “non-employees” can work productively.

Sex-based harassment can be comprised of two types of behavior: sexual harassment and/or gender-based harassment. Sexual harassment is unwelcome conduct of a sexual nature, which can include unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature. Gender-based harassment includes verbal, nonverbal or physical aggression, intimidation or hostility that is based on actual or perceived gender and sexual stereotypes. Sexual or gender-based harassment of a student can deny or limit that student's ability to participate in or to receive benefits, services, or opportunities from the school's program.

The Board is committed to providing an educational and working environment that promotes respect, dignity and equality and that is free from all forms of sexual harassment. To this end, the Board condemns and strictly prohibits all forms of sexual harassment on school grounds, school buses and at all school-sponsored activities, programs and events including those that take place at locations outside the district, or outside the school setting if the harassment impacts the individual's education or employment in a way that violates their legal rights.

Under various state and federal laws, students, employees and “non-employees” have legal protections against sexual harassment in the school environment as described above. The district's Code of Conduct also addresses appropriate behavior in the school environment. Sexual harassment can occur between persons of all ages and genders.

In order for the Board to effectively enforce this policy and to take prompt corrective measures, it is essential that all targets of sexual harassment and persons with knowledge of sexual harassment report the harassment immediately. The district will promptly investigate all complaints of sexual harassment, either formal or informal, verbal or written. The District will make every effort to ensure that all complaints will be treated in a confidential manner. Limited disclosure may be necessary to complete a thorough investigation. If the complainant reports that they feel unsafe at school due to the nature of the complaint, the district will determine if accommodations need to be made until the issue is resolved.

If, after appropriate investigation, the district finds that a student, an employee, “non-employee” or a third party has violated this policy, prompt corrective action will be taken in accordance with the applicable collective bargaining agreement, contract, district policy and state law. Individual nondisclosure agreements may only be used as permitted by law, described in the accompanying regulation. Mandatory arbitration clauses are prohibited in all district contracts and agreements.

All complainants and those who participate in the investigation of a complaint of sexual harassment have the right to be free from retaliation of any kind.

The Superintendent of Schools will develop and implement regulations for reporting, investigating and remedying allegations of sexual harassment. These regulations are to be attached to this policy. In addition, training programs shall be established for students and employees to raise awareness of the issues surrounding sexual harassment and to implement preventative measures to help reduce incidents of sexual harassment. Age-appropriate instructional materials will be incorporated into the curriculum to educate students so that they can recognize and reduce the incidence of sexual harassment.

This policy shall be posted in a prominent place in each district facility, on the district's website, and shall also be published in student registration materials, student, parent and employee handbooks, and other appropriate school publications.

The Board of Education and Superintendent will review this policy annually.

Ref: Education Amendments of 1972, Title IX, 20 U.S.C. §1681 *et seq.* Title VII of Civil Rights Act (1964), 42 U.S.C. §2000-e; 34 CFR §100 *et seq.*

Executive Law §296-d (prohibition of sexual harassment of non-employees)

Labor Law §201-g (required sexual harassment policy and training)

Civil Practice Law and Rules §§5003-b (nondisclosure agreements optional); 7515 (mandatory arbitration prohibited)

General Obligations Law §5-336 (nondisclosure agreements optional)

*Davis v. Monroe County Board of Education*, 526 U.S. 629, 652 (1999)

*Gebser v. Lago Vista Independent School District*, 524 U.S. 274 (1998)

*Faragher v. City of Boca Raton*, 524 U.S. 775 (1998)

*Burlington Industries v. Ellerth*, 524 U.S. 742 (1998)

*Oncale v. Sundowner Offshore Services, Inc.*, 523 U.S. 75 (1998)

*Franklin v. Gwinnett County Public Schools*, 503 U.S. 60 (1992)

*Meritor Savings Bank, FSB v. Vinson*, 477 U.S. 57 (1986)  
Office for Civil Rights *Revised Sexual Harassment Guidance* (January 19, 2001)  
Office for Civil Rights, *Dear Colleague Letter: Sexual Harassment Issues* (2006)  
Office for Civil Rights, *Dear Colleague Letter: Bullying* (October 26, 2010)

## 8.05 First Reading to Rescind Policy 6121 Sexual Harassment of Personnel

### SUBJECT: SEXUAL HARASSMENT OF DISTRICT PERSONNEL

The Board of Education affirms its commitment to non-discrimination and recognizes its responsibility to provide for all District employees an environment that is free of sexual harassment, including sexual violence. Sexual harassment including sexual violence is a violation of law and stands in direct opposition to District policy. Therefore, the Board prohibits and condemns all forms of sexual harassment by employees, school volunteers, students, and non-employees such as contractors and vendors which occur on school grounds and at all school-sponsored events, programs and activities including those that take place at locations off school premises and in another state. Since sexual violence is a form of sexual harassment, the term "sexual harassment" as used in this policy will implicitly include sexual violence even if it not explicitly stated.

Generally, sexual harassment is defined as unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when:

- a) Submission of such conduct is made, either explicitly or implicitly, a term or condition of an individual's employment;
- b) Submission to or rejection of such conduct by an individual is used as a basis for employment decisions affecting such individuals; and
- c) Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive work environment.

Sexual violence is defined as physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent. Sexual violence as defined by New York Penal Law includes but is not limited to acts such as:

- a) Rape; b) Sexual assault; c) Sexual battery; d) Sexual coercion.

The Board acknowledges that in determining whether sexual harassment has occurred the totality of the circumstances should be evaluated. The Board recognizes that sexual harassment can originate from a person of either sex against a person of the opposite or same sex, and from co-workers as well as supervisors, and from a third party such as a school visitor, volunteer, or vendor, or any other individual associated with the School District. The District will designate, at a minimum, two (2) Compliance Officers, one (1) of each gender.

In order for the Board to enforce this policy, and to take corrective measures as may be necessary, it is essential that any employee who believes he/she has been a victim of sexual harassment in the work environment, as well as any other person who is aware of and/or who has knowledge of or witnesses any possible occurrence of sexual harassment, immediately report such alleged harassment to the District's designated Compliance Officers through informal and/or formal complaint procedures as developed by the District. Such complaints are recommended to be in writing, although verbal complaints of alleged sexual harassment will also be promptly, thoroughly and equitably investigated in accordance with the terms of this policy. In the event that the Compliance Officer is the alleged offender, the employee should report his/her complaint to the next level of supervisory authority.

Upon receipt of an informal/formal complaint (even an anonymous complaint), the District will conduct a thorough, prompt and equitable investigation of the charges. However, even in the absence of a complaint, if the District has knowledge of or reasonably should know of or suspect any occurrence of sexual harassment, the District will investigate such conduct promptly, equitably, and thoroughly. All procedures developed by the District will provide for the prompt and equitable resolution of the sexual harassment.

To the extent possible, within legal constraints, all complaints will be treated as confidentially and privately as possible. However, disclosure may be necessary to complete a thorough investigation of the charges, and any disclosure will be provided on a "need to know" basis. The Superintendent will inform the Board of Education of investigations involving findings of harassment.

Based upon the results of the investigation, if the District determines that an employee has violated the terms of this policy and/or Regulation 1400P, immediate corrective action will be taken, as warranted, up to and including termination of the offender's employment in accordance with legal guidelines, District policy and regulation, the District's Code of Conduct, and the applicable collective bargaining agreement(s). Third parties (such as school volunteers, vendors, etc.) who are found to have violated this policy and/or Regulation 1400P will be subject to appropriate sanctions as warranted and in compliance with law.

#### Prohibition of Retaliatory Behavior (Commonly Known as "Whistle-Blower" Protection)

The Board prohibits any retaliatory behavior directed against complainants, victims, witnesses, and/or any other individuals who participated in the investigation of a complaint of sexual harassment. Follow-up inquiries shall be made to ensure that sexual harassment has not resumed and that all those involved in the investigation of the sexual harassment complaint have not suffered retaliation.

#### Finding That Harassment Did Not Occur

At any level/stage of investigation of alleged harassment, if a determination is made that harassment did not occur, the Compliance Officer will so notify the complainant, the alleged offender and the Superintendent of this

determination. Such a finding does not preclude the complainant from filing an appeal pursuant to District policy or Regulation 1400P and/or pursuing other legal avenues of recourse.

However, even if a determination is made that harassment did not occur, the Superintendent/designee reserves the right to initiate staff awareness and training, as applicable, to help ensure that the school community is not conducive to fostering harassment in the workplace.

In all cases, the Superintendent will inform the Board of Education of the results of each investigation involving a finding that sexual harassment did not occur.

#### Knowingly Makes False Accusations

Employees and/or students who *knowingly* make false accusations against another individual as to allegations of harassment may also face appropriate disciplinary action.

#### Privacy Rights

As part of the investigation, the District has the right to search all school property and equipment including District computers. Although rooms, desks, cabinets, lockers, computers, etc. are provided by the District for the use of students and staff, the users do not have exclusive use of these locations or equipment and should not expect that materials stored therein will be private.

#### Dissemination of Administrative Regulations

The Superintendent/designee(s) will affirmatively discuss the topic of sexual harassment with all employees, express the District's condemnation of such conduct, and explain the sanctions for harassment. Training programs will be established for employees to help ensure awareness of the issues pertaining to sexual harassment in the workplace, and to disseminate preventative measures to help reduce such incidents of prohibited conduct. Furthermore, special training will be provided for designated supervisors and managerial employees, as may be necessary, for training in the investigation of sexual harassment complaints.

A copy of this policy and Regulation 1400P will be available upon request and may be posted at various locations in each school building. The District's policy and regulations on sexual harassment will be published in appropriate school publications such as teacher/employee handbooks and/or school calendars.

Civil Rights Act of 1991, 42 United States Code (USC) Section 1981(a) 29 Code of Federal Regulations (CFR) Section 1604.11(a) Civil Service Law Section 75-B Education Law Section 2801(1) Executive Law Sections 296 and 297 Title VII of the Civil Rights Act of 1964, 42 United States Code (USC) Section 2000e et seq. Title IX of the Education Amendments of 1972, 20 United States Code (USC) Section 1681 et seq. 34 Code of Federal Regulations (CFR) Section 100 et seq. Ontario Regulation 1400P

## 8.06 First Reading to Rescind Policy 7551 Sexual Harassment of Students

Information 2014 7551 Students **SUBJECT: SUBJECT: SEXUAL HARASSMENT OF STUDENTS**

The Board of Education affirms its commitment to non-discrimination and recognizes its responsibility to provide for all District students an environment that is free of harassment on the basis of sex, gender (including gender identity or expression and non-conformity to gender stereotypes) and/or sexual orientation, including sexual violence. Sexual harassment including sexual violence is a violation of law and stands in direct opposition to District policy. Therefore, the Board prohibits and condemns all forms of sexual harassment by employees, school volunteers, students, and non-employees such as contractors and vendors which occur on school grounds and at all school-sponsored events, programs and activities including those that take place on a school bus at locations off school premises or those that take place in another state. Since sexual violence is a form of sexual harassment, the term, "sexual harassment" in this policy will implicitly include sexual violence even if it is not explicitly stated.

Sex-based harassment can comprise of two types of behavior: sexual harassment and/or gender-based harassment. Sexual harassment is unwelcome conduct of a sexual nature, which can include unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature. Gender-based harassment includes verbal, nonverbal or physical aggression, intimidation or hostility that is based on actual or perceived gender and sexual stereotypes. Sexual or gender-based harassment of a student can deny or limit the student's ability to participate in or to receive benefits, services, or opportunities from the school's program.

#### Sexual Harassment

Generally, sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, bullying because of sexual orientation (means heterosexuality, homosexuality, bisexuality or asexuality, whether actual or perceived) and other verbal or physical conduct or communication of a sexual nature.

Gender-based harassment' means verbal, non-verbal, or physical aggression, intimidation or hostility that is based on actual or perceived gender identity, gender expression, or failure to conform to stereotypical notions of masculinity and femininity.

Sexual or gender-based harassment occurs when:

- a. Submission to or rejection of such sexually harassing conduct and/or communication by a student affects decisions regarding any aspect of the student's education, including participation in school-sponsored activities;
- b. Conditions exist within the school environment that allow or foster obscene pictures, lewd jokes, sexual advances, requests for sexual favors or other harassing activities of asexual nature; and
- c. Such conduct and/or communication has the purpose or effect of substantially or unreasonably interfering with a student's academic performance or participation in an educational or extracurricular activity, or creating an intimidating, hostile or offensive learning environment; and/or effectively bars the student's access to an educational opportunity or benefit.

#### Sexual Violence

Sexual violence is defined by New York Penal Law as physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent. Sexual violence includes but is not limited to acts such as:

c. Rape; b) Sexual assault; b) Sexual battery; c) Sexual coercion.

A person may be unable to consent to a sexual act due to his/her age, use of drugs or alcohol or due to intellectual or other disability. In order to encourage victims of sexual violence to come forward, a District must inform students that the District's primary concern is with their safety. The school should assure victims that any broken rules or violations made by them will be addressed separately from the sexual harassment allegation. For example, victims need to know that their use of alcohol or drugs never makes them at fault for sexual violence.

The Board acknowledges that in determining whether sexual harassment has occurred the totality of the circumstances, expectations, and relationships should be evaluated including, but not limited to, the ages of the offender and the victim; the number of individuals involved; and the type, frequency and duration of the conduct. A single incident of sexual harassment may be sufficiently severe to create a hostile environment in the school and a student may experience the continuing effects from off-campus sexual harassment when in the school setting. The Board recognizes that sexual harassment can originate from a person of either sex against a person of the opposite or same sex, and from a third party such as a school visitor, volunteer, or vendor, or any other individual associated with the School District. Sexual harassment may occur from student-to-student, from staff-to-student, from student-to-staff, as well as staff-to-staff. The District will designate, at a minimum, two (2) Compliance Officers, one (1) of each gender.

In order for the Board to enforce this policy, and to take corrective measures as may be necessary, it is essential that any student who believes he/she has been a victim of sexual harassment, as well as any other person who is aware of and/or who has knowledge of or witnesses any possible occurrence of sexual harassment, should immediately report such alleged harassment. Such report shall be directed to or forwarded to the District's designated Compliance Officers through informal and/or formal complaint procedures as developed by the District. Such complaints are recommended to be in writing, although verbal complaints of alleged sexual harassment will also be promptly investigated in accordance with the terms of this policy. In the event that the Compliance Officer is the alleged offender, the report will be directed to the next level of supervisory authority.

Upon receipt of an informal/formal complaint (even an anonymous complaint), the District will conduct a prompt, equitable, and thorough investigation of the charges. However, even in the absence of a complaint, if the District has knowledge of or has reason to know of or suspect any occurrence of sexual harassment, the District will investigate such conduct promptly, equitably, and thoroughly. To the extent possible, within legal constraints, all complaints will be treated as confidentially and privately as possible. However, disclosure may be necessary to complete a thorough investigation of the charges, and any disclosure will be provided on a "need to know" basis. The Superintendent will inform the Board of Education of investigations involving findings of harassment.

Based upon the results of the investigation, if the District determines that an employee and/or student has violated the terms of this policy and/or accompanying regulations, immediate corrective action will be taken as warranted. Should the offending individual be a student, appropriate disciplinary measures will be applied, up to and including suspension, in accordance with District policy and regulation, the Code of Conduct, and applicable laws and/or regulations. Should the offending individual be a school employee, appropriate disciplinary measures will be applied, up to and including termination of the offender's employment, in accordance with legal guidelines, District policy and regulation, the Code of Conduct and the applicable collective bargaining agreement(s). Third parties (such as school volunteers, vendors, etc.) who are found to have violated this policy and/or accompanying regulations will be subject to appropriate sanctions as warranted and in compliance with law.

#### **Prohibition of Retaliatory Behavior (Commonly Known as "Whistle-Blower" Protection)**

The Board prohibits any retaliatory behavior directed against complainants, victims, witnesses, and/or any other individuals who participated in the investigation of a complaint of sexual harassment. Follow-up inquiries shall be made to ensure that sexual harassment has not resumed and that all those involved in the investigation of the sexual harassment complaint have not suffered retaliation.

#### **Finding That Sexual Harassment Did Not Occur**

At any level/stage of investigation of alleged harassment, if a determination is made that harassment did not occur, the Compliance Officer will so notify the complainant, the alleged offender and the Superintendent of this determination. Such a finding does not preclude the complainant from filing an appeal pursuant to District policy or regulation and/or pursuing other legal avenues of recourse. However, even if a determination is made that harassment did not occur, the Superintendent/designee reserves the right to initiate staff awareness and training, as applicable, to help ensure that the school community is not conducive to fostering harassment in the workplace.

In all cases, the Superintendent will inform the Board of Education of the results of each investigation involving a finding that sexual harassment did not occur.

#### **Knowingly Makes False Accusations**

Employees and/or students who *knowingly* make false accusations against another individual as to allegations of harassment may also face appropriate disciplinary action.

#### **Privacy Rights**

As part of the investigation, the District has the right to search all school property and equipment including District computers. Although rooms, desks, cabinets, lockers, computers, etc. are provided by the District for the use of staff and students, the users do not have exclusive use of these locations or equipment and should not expect that materials stored therein will be private.

**Development and Dissemination of Administrative Regulations**

Regulations will be developed for reporting, investigating and remedying allegations of sexual harassment. An appeal procedure will also be provided to address any unresolved complaints and/or unsatisfactory prior determinations by the applicable Compliance Officer(s).

Such regulations will be developed in accordance with federal and state law as well as any applicable collective bargaining agreement(s).

The Superintendent/designee(s) will affirmatively discuss the topic of sexual harassment with all employees and students, express the District's condemnation of such conduct, and explain the sanctions for such harassment. Appropriate training and/or "awareness" programs will be established for staff and students to help ensure knowledge of and familiarity with the issues pertaining to sexual harassment in the schools, and to disseminate preventative measures to help reduce such incidents of prohibited conduct. Furthermore, special training will be provided for designated supervisors and managerial employees, as may be necessary, for training in the investigation of sexual harassment complaints.

Age-appropriate instructional materials will be incorporated into the curriculum to educate students so that they can recognize and reduce the incidence of sexual harassment.

A copy of this policy and its accompanying regulations will be available upon request and may be posted at various locations in each school building. The District's policy and regulations on sexual harassment will be published on the district's website, and in appropriate school publications such as teacher/employee handbooks, student handbooks, and/or school calendars.

Civil Rights Act of 1991, 42 United States Code (USC) Section 1981(a); Title VII of the Civil Rights Act of 1964, 42 United States Code (USC) Section 2000e et seq.; Title IX of the Education Amendments of 1972, 20 United States Code (USC) Section 1681 et seq.

34 Code of Federal Regulations (CFR) Section 100 et seq.; 29 Code of Federal Regulations (CFR) Section 1604.11(a); Civil Service Law Section 75-B; Education Law Section 2801(1)

Executive Law Sections 296 and 297; New York State Human Right Law Cross Ref: Policy 7380 Bullying; NOTE: Refer to District Regulation 1400P

**8.07 MOA for Community Mentor Program**

*Recommended Action:* The Board of Education hereby approves the Memorandum of Agreement #09252018A between the Onteora Central School District and the Onteora Teachers Association for the Community Mentor Program Coordinator stipend.

Motioned: Trustee Osmond

Seconded: Trustee Ratcliff

- This is a new stipend with the actual title – used other stipends in the past

Result: Unanimous

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

**8.08 MOA for Literary Magazine**

*Recommended Action:* The Board of Education hereby approves the Memorandum of Agreement between the Onteora Central School District and the Onteora Teachers Association for the Literary Magazine Advisor stipend.

Motioned: Trustee Shands

Seconded: Trustee Storey

Result: Unanimous

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

**8.09 Donation of Photographic Dark Room Equipment**

*Recommended Action:* The Board of Education hereby accepts the donation of complete dark room equipment including: Bessler Enlarger, Paper Safe, Developing Trays, Safe Lights, Timer, Lenses, Frames, Print Dryer, Dry Mounting Press, dodgers, paper, magnifiers, frames, etc. from Suzy and David Motzkin

First: Trustee Shands

Second: Trustee Kurnit



Result: Unanimous

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

8.10 Donation from Hannaford

*Recommended Action:* The Superintendent recommends acceptance of a donation totaling \$11.00 CASH, from The Hannaford Helps Reusable Bag Program, to be used to support the Middle School PBIS program.

The Superintendent recommends approval to increase the 2018-2019 Budget code A2110.431.02 (Middle School Supplemental) by \$11.00 from the Hannaford Helps Schools donation

Motioned: Trustee Shands

Seconded: Trustee Osmond

Result: Unanimous

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

8.12 The Board will discuss the NYSSBA Resolutions (proposed 7:15 duration 15 min)

#11 RESOLVED, that the New York State School Boards Association supports additional state and federal funding which would be dedicated for school safety programs, staff, and equipment.

7 yes and 0 no

#12 RESOLVED, that the New York State School Boards Association 1 supports proposals establishing additional dedicated funding for student health and mental health services. 7 yes and 0 no

#13 RESOLVED, that the New York State School Boards Association supports legislation that would allow for "piggybacking" transportation services. 7 yes and 0 no

#14 RESOLVED, that the New York School Boards Association opposes shifting financial responsibility for pre-school special education from counties to school districts. 7 yes and 0 no

#15 RESOLVED, that the New York School Boards Association 1 pursue an amendment to Penal Law Article 240 entitled Falsely Reporting an Incident to criminalize falsely threatening use of a gun or making threats of mass violence on public school property. 7 yes and 0 no

#16 RESOLVED, that the New York School Boards Association supports state legislation that would allow school districts, by vote of the school board, the option to hold their school district elections at publicly accessible locations within their district boundaries based on security concerns.

7 yes and 0 no

#17 RESOLVED, that the New York School 1 Boards Association supports legislation that would substantially increase the earning limitations for retired police and other law enforcement officers who are serving as school resource or safety officers. 4 yes 2 no 1 abstain

#18 RESOLVED, that the New York State School Boards 1 Association supports legislation that would require the Smart Schools Review Board ("SSRB") to meet monthly and promptly acknowledge, review and act on all school district submissions. 7 yes and 0 no

#19 RESOLVED, that all school board members complete at 1 least one required training session on cultural competency, inclusive of, but not limited to, the examining of and strategizing about formulating intentional actions to address disproportionality in the education workforce and in student outcomes as it relates to diverse backgrounds. 7 yes and 0 no

#20 RESOLVED, that the New York State School Boards Association 1 supports legislation that changes the date that a student is eligible to attend kindergarten to September 1 of the school year the student turns 5, with the option for a superintendent waiver if the student will be 5 before September 15 of that school year. 2 yes 5 no

8.11 Discuss 2018-2019 Board Goals (proposed 6:45 duration 30 min)

Draft Goals:

1. Support the development of a long-term, district-wide plan that strategically addresses educational goals, declining enrollment, facilities, community impact, budget and cost-saving measures. Accomplish this through input from

Superintendent recommendations, Board Ad Hoc committee, Shared Decision Making committee and community outreach.

2. Support efforts to foster a more positive culture and climate within the District; including the exploration of a Culture and Climate survey, initiatives to increase school spirit, ongoing diversity education for students and staff, commitment to furthering restorative justice training and practices, and a sustained effort to better publicize the district's accomplishments and reach the community through social media.

3. Increase student knowledge and engagement in civics, grades K-12

4. Support the continued review of homework reform, including the revision of Board's Homework Policy with input from all stakeholders

The Board of Education took a break at 8:05

**8.13 Policy Review Discussion (proposed 7:30 duration 10 min)**

*Recommended Action:* The Board of Education hereby approves NYSSBA Policy Services to conduct a review of the Ontario Policy Manual at a cost not to exceed \$3500.

NOTE: How it will work with NYSSBA: We will work with a Policy Consultant who will review our manual and generally they will send sections back to you with tracked changes and notes. They will also include any policies that may be missing and are required or recommended. Because they work closely with their districts, we can always let our consultant know if we prefer your manual to be reviewed in a different manner.

Motioned: Trustee Storey

Seconded: Trustee Shands

Result: Unanimous

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

**9. Independent Contract Retainer**

**9.01 ICR - Mobile Life Support Services (proposed 7:40)**

*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 Mobile Life Support Services, Inc. for CPR courses for the period beginning July 1, 2018 to June 30, 2019 at the rate of \$460.00 per 8 students to a maximum of \$1840.00 and authorizes the Superintendent to sign such an agreement.

Motioned: Trustee Shands

Seconded: Trustee Ratcliff

Result: Unanimous

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

**10. Consent Agenda**

**10.01 Approve Consent Agenda (proposed 7:45)**

*Recommended Action:* The Board hereby approves item numbers 10.02-10.05

Motioned: Trustee Storey

Seconded: Trustee Shands

Result: Unanimous

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

## 10.02 Personnel Agenda

### LEAVE OF ABSENCES:

EMPLOYEE NUMBER	EFFECTIVE DATE FROM - TO	REASON
3239	9/17/18 – 9/20/18	Paid Medical
3239	9/21/18 – 10/15/18	Unpaid Medical
2121	9/20/18 – 10/05/18	Paid Medical - FMLA

### SUBSTITUTE NAME

### POSITION

Koller, Bonnie	Uncertified Instructional
*Nolan, Jamie	Non-Instructional
*Stoutenburgh, Cassia	Uncertified TA/Non-Instructional
VanBuren, Jessica	Certified Instructional
*Pending Pre-employment processing	

### EXTRA DUTY STIPENDS

NAME	POSITION	AMOUNT
Chartrand, Louis	6 <sup>th</sup> Teaching Assignment – CADD/Creativity & Innovation	\$8,010.00
Conroy, Elaine	Literary Magazine Advisor	\$1,281.00
Burkhardt, Patrick	Track – Cross Country – Modified (Split with A.Gallin)	\$989.00
Elmendorf, Suellen	District Nursing Coordinator	\$2,581.00
Galin, Anne	Track – Cross Country – Modified (Split with P. Burkhardt)	\$989.00
Lustberg-Goldbeck, Kay	Community Mentor Coordinator	\$25,580.00
Wentland, Jennifer	Olympics of the Visual Arts Advisor	\$1,756.00

### APPOINTMENT: NON-INSTRUCTIONAL

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Hapeman, Deborah	School Monitor/District	9/17/18	Increase hours to 40 from 32.5

## 10.03 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, #9/18, Confidential, as reviewed by Trustee Ratcliff

## 10.04 Approve Revised 2018-2019 Calendar

*Recommended Action:* The Board of Education hereby approves the revised 2018-2019 Calendar

## 10.05 Extra Curricular Activity Fund End of Year report

*Recommended Action:* The Board of Education hereby accepts the end of school year 2017-2018 report for the Extra Curricular Activity Funds

## 11. Committee Reports

### 11.01 Facilities Committee: Trustee Storey to report. Next meeting is 11/5/18

- Facilities committee will approve the minutes, then send to Board
- Planned out future meetings- will discuss for goals for this year
- Discussed the radon and summer work - science classroom going to bid soon, hopefully done over next summer

- Sheds are installed at Bennett
- Discussed press box and bleacher project
- Discussed building tours
- Discussing priority list from 5 year Building Condition Survey
- Radon will continue to be tested to be sure mitigation was successful
  - Waiting until windows are closed in early winter

## 12. New Business

12.01 The Board will discuss New Business (proposed 7:50)

- Home schooled parents feel that District does not treat them as Onteora students
  - Encouraged them to speak to Board directly
  - They are taxpayers and vote on budget, they make a choice to home-school
  - Should include them in achieving the Board goals

## 13. Old Business

13.01 The Board will discuss Old Business

No old business was discussed

## 14. Request For Information

14.01 Discuss Requests for Information

Trustee Osmond asked to get an approximate date as to when the website will be current

Trustee Kurnit asked:

- On Schedule U PPS director is amending CSE decision - outside process of whole CSE deliberation
- Do we have staff in our District that is servicing pre-K students and being paid by the county?
  - We have a 2 year contract with the county that lists the services the county will reimburse the District for, if our staff provide services
- People would like to be on committees but can't because time conflicts with work schedules

Trustee Storey - rotate board members at policy committee

## 15. Adjournment

15.01 Adjourn Meeting. Next meeting October 9, 2018 in the Phoenicia School (proposed 7:55)

*Recommended Action:* The meeting is adjourned at 8:40

Motioned: Trustee Ratcliff

Seconded: Trustee Storey

Result: Unanimous

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

Minutes Recorded by Fern Amster,  
District Clerk



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

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## REGULAR MEETING

6:00 p.m.

**TUESDAY, OCTOBER 9, 2018  
PHOENICIA SCHOOL**

## Minutes

### 1. Opening Items

- 1.01 Call to Order 6:00
- 1.02 Tobacco Policy Statement
- 1.03 Pledge of Allegiance
- 1.04 Roll Call:

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

Not Present: Trustee Shands, Trustee Warren

### 2. Acceptance of Minutes

- 2.01 Acceptance of Minutes (proposed 6:05)

*Recommended Action:* The Board of Education hereby accepts minutes of the September 25, 2018 Board Meeting

Motioned: Trustee Storey

Seconded: Trustee Osmond

Result: Unanimous

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

Not Present: Trustee Shands, Trustee Warren

### 3. Welcome

- 3.01 Phoenicia Principal, Linda Sella will welcome the Board (proposed 6:10 duration 10 min)

Results of Goals for 17-18 School Year

- Goal was to increase ELA scores by 10% over 3 years
  - Each grade improved their ELA scores
- 85% of students will increase, meet or exceed national average for scores on Northwest Evaluation Association (NWEA )
  - Did not meet goal, but students did improve their scores on NWEA

Goals for 18-19

- 90% of students will increase their individual scores on NWEA – different amount for each grade level
- Increase math scores
- Improve school/home partnership through mutual participation in school activities

Discussion:

- Summer Academy helps the slippage of concepts during the summer
- Presentation before meeting should be on agenda – get beforehand

### Now Present

Trustee Warren arrived at 6:05

### 4. Superintendent District News

**4.01 The Superintendent will report District News (proposed 6:20)**

- New regulation regarding instructional days – not only number of minutes of instruction, but added an annual hours requirement
  - Schools can only delay opening or release early for up to two hours or the day will not count as a day in session, but it counts as a day of work for the teachers – we could end up with not enough instructional days, but the teacher contract will not allow more days
  - Waiting for further clarification from the State
- Three years ago we stopped using our old vote machines and began renting from the Ulster County Board of Elections
  - The county sent all districts a letter informing us that if the county is not allowed to utilize the schools as polling places for general elections, they would no longer rent their machines to Districts
  - Preliminary estimates are that each machine costs approximately \$8,500 and we would need four machines – Dr. Khoury will investigate options
    - If we buy the machines through BOCES, no State aid
  - The other option is to vote by paper ballot
- Recently there has been a Board request for additional information regarding the IEPs on Schedule U changing without the process of a full CSE meeting
  - The Commissioner approved the process of using "agreement without meeting" or "agreement no meeting" as a means of changing anything on a student's IEP without a full or sub Committee on Special Education
  - On rare occasions, it is used it to change one course from co-taught to Regents Intensive, or maybe to add a related service session, but never more than that
    - It becomes an agreement between the parent and the District
      - An effective way to make minor changes to IEPs without disrupting the schedules of students, parents or staff
- Homecoming is this weekend – the entire week is spirit week
  - Homecoming Court will be announced at the pep rally on Friday
  - Saturday will be full of activities starting at 9am

**Discussion:**

- Goal on early dismissal days is to give lunch before children are sent home
- Penalty for violation of minimum time in school– loss of 1 day of State Aid
  - amount of penalty for us is \$31,844 per day
  - also do not meet the State minimum instructional time required
- Regulation starts this school year
- Look for democracy grant for voting machines
- Good to think of paper ballots for vote
- Need to lobby to stop the State from pushing the rigor of education

**5. Board District News****5.01 The Board will report District News (proposed 6:25)**

6:55

Trustee Kurnit reminded the Board that Thursday is the 1<sup>st</sup> meeting of the UCSBA at 6pm**6. Acknowledge Public Be Heard Comments**

- 6.01 The Board will acknowledge the public be heard comments from the last meeting  
No comment was made at the last meeting

## 7. Public and Student Comment

- 7.01 Public and Students may comment on any agenda or non-agenda item (proposed 6:30 duration 10 min or more)

Gabriel Buono - President of Onteora Administrators Association and Bennett Principal – Personnel matters as related to Board of Education policies and laws. Grateful to the Board for volunteering time. During the Board's Request for Information about the ELL stipend, a statement was made by Board member. Want to collaborate, don't understand intention of statement. Recuse yourself for statements made about Special Ed as per Code of Conduct to be respectful and courteous.

## 8. Policies/Discussion and Possible Action

- 8.01 First Reading of Policy 1611 Procedure for Annual Elections (proposed 6:35 duration 15 min)

**20022018** 1611By-Laws **SUBJECT: PROCEDURE FOR THE ANNUAL DISTRICT ELECTION**

Voting will be conducted by voting machines at the four (4) Poll Centers between the hours of 2 p.m. – 9 p.m.

The machines are to be arranged for a write-in vote. When a write-in vote is used, it automatically nullifies any other vote that is made on the machine for that particular candidate or issue.

If a voter is challenged, in order to vote they must complete a Challenge Statement at the Registrar's desk. **His their** name and the name of the Challenger will be recorded on a Challenge list.

Only those voters who are registered will be eligible to vote.

Inspectors of Election are to receive the votes cast, canvass same, and report the results of the voting following the closing of Polls.

### Location of Polls

Voting on the budget and election of Board of Education members shall take place at the following District Poll Centers:

DISTRICTS	POLL CENTERS
#1 – Town of Shandaken and that part of Lexington in our District	Phoenicia Elementary School Phoenicia, New York
#2 – Town of Olive and that part of Marbletown in our District	Bennett Elementary School Boiceville, New York
#3 – Town of Woodstock Woodstock, New York	Woodstock Elementary School
#4 – Town of Hurley	West Hurley <b>Elementary School</b> <b>Fire House</b> West Hurley, New York

### Closing of Poll Centers

After every voter present has had a chance to vote and Polls are closed, the Inspectors are authorized to **telephone send** the results of the voting to the **Central Building District Clerk** in Boiceville. The results of the election will be made public at that time. A special meeting of the Board of Education is to be called within 24 hours following the closing of the Polls to certify the voting results submitted by the Chairman.

Education Law Sections 1716 and 2025

- 8.02 First Reading of Policy 8370 Animals in the School

- Policy needs to be changed, due to a potential therapy dog in one of the schools
  - If therapy dog in school – give Board presentation

**20082018** 8370 Instruction **SUBJECT: ANIMALS IN THE SCHOOL (INSTRUCTIONAL PURPOSES)**

The Board of Education, in recognizing the educational uses of animals in the classroom, requires that permission be obtained from the Building Principal before animals are brought into the school or classrooms. It is the Principal's responsibility to ensure that there is an appropriate educational purpose if

any animal is housed in a classroom. Animals are not to be transported on school buses with the exception of animals certified to assist persons with disabilities.

**With prior approval of the Building Principal and Superintendent, therapy dogs are permitted in school.**

#### **Study and Care of Live Animals**

Any school which cares for or uses animals for study shall ensure that each animal in the school be afforded the following:

- a) Appropriate quarters;
- b) Sufficient space for the normal behavior and postural requirements of the species;
- c) Proper ventilation, lighting, and temperature control;
- d) Adequate food and clean drinking water; and
- e) Quarters, which shall be cleaned on a regular basis and located in an area where undue stress and disturbance are minimized.

Only the teacher or those students designated by the teacher are to handle the animals.

It shall be the responsibility of the Principal or **his/her** designee to develop a plan of care for those animals housed in school in the event of an emergency school closing or in the event the animals remain in the classroom on days when school is not in session.

#### **Dissection of Animals**

Any student expressing a moral or religious objection to the performance or witnessing of the dissection of an animal, either wholly or in part, shall be provided the opportunity to undertake and complete an alternative project approved by the student's teacher; provided, however, that such objection is substantiated in writing by the student's parent or legal guardian. Students who perform alternative projects shall not be penalized.

#### **Instruction in the Humane Treatment of Animals**

Students in elementary school must receive instruction in the humane treatment and protection of animals and the importance of the part they play in the economy of nature as well as the necessity of controlling the proliferation of animals that are subsequently abandoned and caused to suffer extreme cruelty.

This instruction may be joined with work in literature, reading, language, nature study, or ethnology. Americans with Disabilities Act. 42 United States Code (USC) Section 12101 et. Seq. Education Law Section 809 8 New York Code of Rules and Regulations (NYCRR) Section 100.2(c)(8)

### **8.03 Second Reading and Adoption of Policy 5321 Use of the District Credit Card**

*Recommended Action:* The Board of Education hereby adopts Policy 5321 as written

Motioned: Trustee Storey

Seconded: Trustee Osmond

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Ratcliff, Trustee Warren

Not Present: Trustee Shands

**20162018 5321 Non-Instructional/Business Operations SUBJECT: USE OF THE DISTRICT CREDIT CARD**

The Trustees of the Ontario Central School District do recognize the need for a District credit card for District use for miscellaneous expenses, such as conference registration and hotel reservations in the event that a facility does not hold a reservation with a Purchase Order. The District credit card is maintained in Central Administration under the care and control of the Assistant Superintendent for Business. The credit card has a maximum credit limit of ~~\$3,000~~**\$10,000**.

The Trustees of the Ontario Central School District also recognize the need for a gas card for use on long trips to purchase fuel for District vehicles. The Transportation Department maintains an account with Sunoco Suntrak that has five (5) cards associated with the account. Four (4) cards are under the care and control of the Director of Transportation, and one (1) card is under the care and control of the Assistant Superintendent for Business to be used only in the absence of the Director of Transportation. The credit card account has a maximum credit limit of \$500 in total, not per card.

### **8.04 Second Reading and Adoption of Policy 3411 Unlawful Possession of a Weapon Upon School Grounds**



*Recommended Action:* The Board of Education hereby adopts Policy 3411 as written

Motioned: Trustee Storey

Seconded: Trustee Osmond

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Ratcliff, Trustee Warren

Not Present: Trustee Shands

Information **20022018** 3411 Community Relations **SUBJECT: UNLAWFUL POSSESSION OF A WEAPON UPON SCHOOL GROUNDS**

It shall be ~~unlawful~~ **It is a violation of School District Policy and the Code of Conduct** for any person to knowingly possess any air-gun, spring-gun or other instrument or weapon in which the propelling force is a spring, air, piston or CO2 cartridge upon school grounds or in any District building without the express written authorization of the Superintendent or his/her designee. **Unlawful possession of a weapon upon school grounds may be a violation of the New York State Penal Law, and is a violation of School District policy and the Student Discipline Code of Conduct.**

The term "weapon" means a weapon, device, instrument, material, or substance, animate or inanimate, that is used for, or is readily capable of, causing death or bodily injury.

Additionally, the possession of any weapon, as defined in the New York State Penal Code, on school property or in school buildings is prohibited, except by law enforcement personnel or upon written authorization of the Superintendent/designee.

Unlawful possession of a weapon upon school grounds may be a violation of the New York State Penal Law, and is a violation of School District policy and the Student Discipline Code of Conduct-

Penal Law Sections 220.00(14), 265.01, 265.04~~2(4)~~, 265.03, 265.05, ~~and~~ 265.06, **265.01-a, and 265.01-b**

NOTE: Refer also to Policies #7360 -- Weapons in School; #7361 -- Gun-Free Schools

#### 8.05 Second Reading and Adoption of Policy 3421 Sexual Harassment

*Recommended Action:* The Board of Education hereby adopts Policy 3421 as written

Motioned: Trustee Storey

Seconded: Trustee Osmond

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Ratcliff, Trustee Warren

Not Present: Trustee Shands

New Policy – This policy replaces 6121 and 7551 Community Relations

**SUBJECT: SEXUAL HARASSMENT**

The Board of Education recognizes that harassment of students, staff, school volunteers, and certain "non-employees" (which includes contractors, subcontractors, vendors, consultant and other persons providing services pursuant to a contract, or their employees) on the basis of sex, gender and/or sexual orientation is abusive and illegal behavior that harms victims and negatively impacts the school culture by creating an environment of fear, distrust, intimidation and intolerance. The Board further recognizes that preventing and remedying sexual harassment in schools is essential to ensure a healthy, nondiscriminatory environment in which students can learn and employees and "non-employees" can work productively.

Sexual harassment is a form of sex discrimination and is unlawful under federal, state, and (where applicable) local law. Sexual harassment includes harassment on the basis of actual or perceived or self-identified sex, sexual orientation, gender identity, gender expression, and transgender status. Sexual or gender-based harassment of a student can deny or limit the student's ability to participate in or to receive benefits, services, or opportunities from the school's program.

The Board is committed to providing an educational and working environment that promotes respect, dignity and equality and that is free from all forms of harassment based on gender and sexual orientation. To this end, the Board condemns and strictly prohibits all forms of sexual harassment on school grounds, school buses and at all school-sponsored activities, programs and events including those that take place at locations outside the district, or outside the school setting if the harassment impacts the individual's education or employment in a way that violates their legal rights.

Under various state and federal laws, students, employees, school volunteers and "non-employees" have legal protections against sexual harassment in the school environment as described above. Additionally, local laws (e.g., county, city, town, village) may apply to the district. The district's Code of

Conduct also addresses appropriate behavior in the school environment. Sexual harassment can occur between persons of all ages and genders.

In order for the Board to effectively enforce this policy and to take prompt corrective measures, it is essential that all victims of sexual harassment and persons with knowledge of sexual harassment report the harassment immediately.

The district will promptly investigate all complaints of sexual harassment, either formal or informal, verbal or written. To the extent possible, all complaints will be treated in a confidential manner. Limited disclosure may be necessary to complete a thorough investigation. If the complainant reports that they feel unsafe at school due to the nature of the complaint, the district will determine if accommodations need to be made until the issue is resolved.

If, after appropriate investigation, the district finds that a student, an employee, school volunteer, "non-employee" or a third party has violated this policy, prompt corrective action will be taken in accordance with the applicable collective bargaining agreement, contract, district policy and state law.

The Board prohibits any retaliatory behavior directed against complainants, victims, witnesses, and/or any other individuals who participated in the investigation of a complaint of sexual harassment. Follow-up inquiries shall be made to ensure that sexual harassment has not resumed and that all those involved in the investigation of the sexual harassment complaint have not suffered retaliation.

The Superintendent of Schools is directed to develop and implement regulations for reporting, investigating and remedying allegations of sexual harassment. These regulations are to be attached to this policy. In addition, training programs shall be established for students and annually for employees to raise awareness of the issues surrounding sexual harassment and to implement preventative measures to help reduce incidents of sexual harassment. Age-appropriate instructional materials will be incorporated into the curriculum to educate students so that they can recognize and reduce the incidence of sexual harassment.

This policy shall be posted in a prominent place in each district facility, on the district's website, and shall also be published in student registration materials, student, parent and employee handbooks, and other appropriate school publications.

The Superintendent and the Board of Education will review this policy annually.

Ref:

- Education Amendments of 1972, Title IX, 20 U.S.C. §1681 *et seq.*
- Title VII of Civil Rights Act (1964), 42 U.S.C. §2000-e; 34 CFR §100 *et seq.*
- Executive Law §296-d (prohibition of sexual harassment of non-employees)
- Labor Law §201-g (required sexual harassment policy and training)
- *Davis v. Monroe County Board of Education*, 526 U.S. 629, 652 (1999)
- *Gebser v. Lago Vista Independent School District*, 524 U.S. 274 (1998)
- *Faragher v. City of Boca Raton*, 524 U.S. 775 (1998)
- *Burlington Industries v. Ellerth*, 524 U.S. 742 (1998)
- *Oncale v. Sundowner Offshore Services, Inc.*, 523 U.S. 75 (1998)
- *Franklin v. Gwinnett County Public Schools*, 503 U.S. 60 (1992)
- *Meritor Savings Bank, FSB v. Vinson*, 477 U.S. 57 (1986)
- Office for Civil Rights *Revised Sexual Harassment Guidance* (January 19, 2001)
- Office for Civil Rights, *Dear Colleague Letter: Sexual Harassment Issues* (2006)
- Office for Civil Rights, *Dear Colleague Letter: Bullying* (October 26, 2010)

#### 8.06 Second Reading to Rescind Policy 6121 Sexual Harassment of Personnel

*Recommended Action:* The Board of Education hereby rescinds Policy 6121

Motioned: Trustee Storey

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Ratcliff, Trustee Warren

Not Present: Trustee Shands SUBJECT: SEXUAL HARASSMENT OF DISTRICT PERSONNEL

The Board of Education affirms its commitment to non-discrimination and recognizes its responsibility to provide for all District employees an environment that is free of sexual harassment, including sexual violence. Sexual harassment including sexual violence is a violation of law and stands in direct opposition to District policy. Therefore, the Board prohibits and condemns all forms of sexual harassment by employees, school volunteers, students, and non-employees such as contractors and vendors which occur on school grounds and at all school-sponsored events,

programs and activities including those that take place at locations off school premises and in another state. Since sexual violence is a form of sexual harassment, the term "sexual harassment" as used in this policy will implicitly include sexual violence even if not explicitly stated.

Generally, sexual harassment is defined as unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when:

- a) Submission of such conduct is made, either explicitly or implicitly, a term or condition of an individual's employment;
- b) Submission to or rejection of such conduct by an individual is used as a basis for employment decisions affecting such individuals; and
- c) Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive work environment.

Sexual violence is defined as physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent. Sexual violence as defined by New York Penal Law includes but is not limited to acts such as:

- a) Rape; b) Sexual assault; c) Sexual battery; d) Sexual coercion.

The Board acknowledges that in determining whether sexual harassment has occurred the totality of the circumstances should be evaluated. The Board recognizes that sexual harassment can originate from a person of either sex against a person of the opposite or same sex, and from co-workers as well as supervisors, and from a third party such as a school visitor, volunteer, or vendor, or any other individual associated with the School District. The District will designate, at a minimum, two (2) Compliance Officers, one (1) of each gender.

In order for the Board to enforce this policy, and to take corrective measures as may be necessary, it is essential that any employee who believes he/she has been a victim of sexual harassment in the work environment, as well as any other person who is aware of and/or who has knowledge of or witnesses any possible occurrence of sexual harassment, immediately report such alleged harassment to the District's designated Compliance Officers through informal and/or formal complaint procedures as developed by the District. Such complaints are recommended to be in writing, although verbal complaints of alleged sexual harassment will also be promptly, thoroughly and equitably investigated in accordance with the terms of this policy. In the event that the Compliance Officer is the alleged offender, the employee should report his/her complaint to the next level of supervisory authority.

Upon receipt of an informal/formal complaint (even an anonymous complaint), the District will conduct a thorough, prompt and equitable investigation of the charges. However, even in the absence of a complaint, if the District has knowledge of or reasonably should know of or suspect any occurrence of sexual harassment, the District will investigate such conduct promptly, equitably, and thoroughly. All procedures developed by the District will provide for the prompt and equitable resolution of the sexual harassment.

To the extent possible, within legal constraints, all complaints will be treated as confidentially and privately as possible. However, disclosure may be necessary to complete a thorough investigation of the charges, and any disclosure will be provided on a "need to know" basis. The Superintendent will inform the Board of Education of investigations involving findings of harassment.

Based upon the results of the investigation, if the District determines that an employee has violated the terms of this policy and/or Regulation 1400P, immediate corrective action will be taken, as warranted, up to and including termination of the offender's employment in accordance with legal guidelines, District policy and regulation, the District's Code of Conduct, and the applicable collective bargaining agreement(s). Third parties (such as school volunteers, vendors, etc.) who are found to have violated this policy and/or Regulation 1400P will be subject to appropriate sanctions as warranted and in compliance with law.

**Prohibition of Retaliatory Behavior (Commonly Known as "Whistle-Blower" Protection)**

The Board prohibits any retaliatory behavior directed against complainants, victims, witnesses, and/or any other individuals who participated in the investigation of a complaint of sexual harassment. Follow-up inquiries shall be made to ensure that sexual harassment has not resumed and that all those involved in the investigation of the sexual harassment complaint have not suffered retaliation.

**Finding That Harassment Did Not Occur**

At any level/stage of investigation of alleged harassment, if a determination is made that harassment did not occur, the Compliance Officer will so notify the complainant, the alleged offender and the Superintendent of this determination. Such a finding does not preclude the complainant from filing an appeal pursuant to District policy or Regulation 1400P and/or pursuing other legal avenues of recourse.

However, even if a determination is made that harassment did not occur, the Superintendent/designee reserves the right to initiate staff awareness and training, as applicable, to help ensure that the school community is not conducive to fostering harassment in the workplace.

In all cases, the Superintendent will inform the Board of Education of the results of each investigation involving a finding that sexual harassment did not occur.

**Knowingly Makes False Accusations**

Employees and/or students who *knowingly* make false accusations against another individual as to allegations of harassment may also face appropriate disciplinary action.

**Privacy Rights**

As part of the investigation, the District has the right to search all school property and equipment including District computers. Although rooms, desks, cabinets, lockers, computers, etc. are provided by the District for the use of students

and staff, the users do not have exclusive use of these locations or equipment and should not expect that materials stored therein will be private.

#### Dissemination of Administrative Regulations

The Superintendent/designee(s) will affirmatively discuss the topic of sexual harassment with all employees, express the District's condemnation of such conduct, and explain the sanctions for harassment. Training programs will be established for employees to help ensure awareness of the issues pertaining to sexual harassment in the workplace, and to disseminate preventative measures to help reduce such incidents of prohibited conduct. Furthermore, special training will be provided for designated supervisors and managerial employees, as may be necessary, for training in the investigation of sexual harassment complaints.

A copy of this policy and Regulation 1400P will be available upon request and may be posted at various locations in each school building. The District's policy and regulations on sexual harassment will be published in appropriate school publications such as teacher/employee handbooks and/or school calendars.

Civil Rights Act of 1991, 42 United States Code (USC) Section 1981(a) 29 Code of Federal Regulations (CFR) Section 1604.11(a) Civil Service Law Section 75-B Education Law Section 2801(1) Executive Law Sections 296 and 297 Title VII of the Civil Rights Act of 1964, 42 United States Code (USC) Section 2000e et seq. Title IX of the Education Amendments of 1972, 20 United States Code (USC) Section 1681 et seq. 34 Code of Federal Regulations (CFR) Section 100 et seq. Ontario Regulation 1400P

### 8.07 Second Reading to Rescind Policy 7551 Sexual Harassment of Students

*Recommended Action:* The Board of Education hereby rescinds Policy 7551

Motioned: Trustee Ratcliff

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Ratcliff, Trustee Warren

Not Present: Trustee Shands Information 2014 7551 Students **SUBJECT: SUBJECT: SEXUAL HARASSMENT OF STUDENTS**

The Board of Education affirms its commitment to non-discrimination and recognizes its responsibility to provide for all District students an environment that is free of harassment on the basis of sex, gender (including gender identity or expression and non-conformity to gender stereotypes) and/or sexual orientation, including sexual violence. Sexual harassment including sexual violence is a violation of law and stands in direct opposition to District policy. Therefore, the Board prohibits and condemns all forms of sexual harassment by employees, school volunteers, students, and non-employees such as contractors and vendors which occur on school grounds and at all school-sponsored events, programs and activities including those that take place on a school bus at locations off school premises or those that take place in another state. Since sexual violence is a form of sexual harassment, the term, "sexual harassment" in this policy will implicitly include sexual violence even if it is not explicitly stated.

Sex-based harassment can comprise of two types of behavior: sexual harassment and/or gender-based harassment. Sexual harassment is unwelcome conduct of a sexual nature, which can include unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature. Gender-based harassment includes verbal, nonverbal or physical aggression, intimidation or hostility that is based on actual or perceived gender and sexual stereotypes. Sexual or gender-based harassment of a student can deny or limit the student's ability to participate in or to receive benefits, services, or opportunities from the school's program.

#### **Sexual Harassment**

Generally, sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, bullying because of sexual orientation (means heterosexuality, homosexuality, bisexuality or asexuality, whether actual or perceived) and other verbal or physical conduct or communication of a sexual nature.

Gender-based harassment' means verbal, non-verbal, or physical aggression, intimidation or hostility that is based on actual or perceived gender identity, gender expression, or failure to conform to stereotypical notions of masculinity and femininity.

Sexual or gender-based harassment occurs when:

- Submission to or rejection of such sexually harassing conduct and/or communication by a student affects decisions regarding any aspect of the student's education, including participation in school-sponsored activities;
- Conditions exist within the school environment that allow or foster obscene pictures, lewd jokes, sexual advances, requests for sexual favors or other harassing activities of asexual nature; and
- Such conduct and/or communication has the purpose or effect of substantially or unreasonably interfering with a student's academic performance or participation in an educational or extracurricular activity, or creating an intimidating, hostile or offensive learning environment; and/or effectively bars the student's access to an educational opportunity or benefit.

#### **Sexual Violence**

Sexual violence is defined by New York Penal Law as physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent. Sexual violence includes but is not limited to acts such as:

c. Rape; b) Sexual assault; b) Sexual battery; c) Sexual coercion.

A person may be unable to consent to a sexual act due to his/her age, use of drugs or alcohol or due to intellectual or other disability. In order to encourage victims of sexual violence to come forward, a District must inform students that the District's primary concern is with their safety. The school should assure victims that any broken rules or violations made by them will be addressed separately from the sexual harassment allegation. For example, victims need to know that their use of alcohol or drugs never makes them at fault for sexual violence.

The Board acknowledges that in determining whether sexual harassment has occurred the totality of the circumstances, expectations, and relationships should be evaluated including, but not limited to, the ages of the offender and the victim; the number of individuals involved; and the type, frequency and duration of the conduct. A single incident of sexual harassment may be sufficiently severe to create a hostile environment in the school and a student may experience the continuing effects from off-campus sexual harassment when in the school setting. The Board recognizes that sexual harassment can originate from a person of either sex against a person of the opposite or same sex, and from a third party such as a school visitor, volunteer, or vendor, or any other individual associated with the School District. Sexual harassment may occur from student-to-student, from staff-to-student, from student-to-staff, as well as staff-to-staff. The District will designate, at a minimum, two (2) Compliance Officers, one (1) of each gender.

In order for the Board to enforce this policy, and to take corrective measures as may be necessary, it is essential that any student who believes he/she has been a victim of sexual harassment, as well as any other person who is aware of and/or who has knowledge of or witnesses any possible occurrence of sexual harassment, should immediately report such alleged harassment. Such report shall be directed to or forwarded to the District's designated Compliance Officers through informal and/or formal complaint procedures as developed by the District. Such complaints are recommended to be in writing, although verbal complaints of alleged sexual harassment will also be promptly investigated in accordance with the terms of this policy. In the event that the Compliance Officer is the alleged offender, the report will be directed to the next level of supervisory authority.

Upon receipt of an informal/formal complaint (even an anonymous complaint), the District will conduct a prompt, equitable, and thorough investigation of the charges. However, even in the absence of a complaint, if the District has knowledge of or has reason to know of or suspect any occurrence of sexual harassment, the District will investigate such conduct promptly, equitably, and thoroughly. To the extent possible, within legal constraints, all complaints will be treated as confidentially and privately as possible. However, disclosure may be necessary to complete a thorough investigation of the charges, and any disclosure will be provided on a "need to know" basis. The Superintendent will inform the Board of Education of investigations involving findings of harassment.

Based upon the results of the investigation, if the District determines that an employee and/or student has violated the terms of this policy and/or accompanying regulations, immediate corrective action will be taken as warranted. Should the offending individual be a student, appropriate disciplinary measures will be applied, up to and including suspension, in accordance with District policy and regulation, the Code of Conduct, and applicable laws and/or regulations. Should the offending individual be a school employee, appropriate disciplinary measures will be applied, up to and including termination of the offender's employment, in accordance with legal guidelines, District policy and regulation, the Code of Conduct and the applicable collective bargaining agreement(s). Third parties (such as school volunteers, vendors, etc.) who are found to have violated this policy and/or accompanying regulations will be subject to appropriate sanctions as warranted and in compliance with law.

#### **Prohibition of Retaliatory Behavior (Commonly Known as "Whistle-Blower" Protection)**

The Board prohibits any retaliatory behavior directed against complainants, victims, witnesses, and/or any other individuals who participated in the investigation of a complaint of sexual harassment. Follow-up inquiries shall be made to ensure that sexual harassment has not resumed and that all those involved in the investigation of the sexual harassment complaint have not suffered retaliation.

#### **Finding That Sexual Harassment Did Not Occur**

At any level/stage of investigation of alleged harassment, if a determination is made that harassment did not occur, the Compliance Officer will so notify the complainant, the alleged offender and the Superintendent of this determination. Such a finding does not preclude the complainant from filing an appeal pursuant to District policy or regulation and/or pursuing other legal avenues of recourse. However, even if a determination is made that harassment did not occur, the Superintendent/designee reserves the right to initiate staff awareness and training, as applicable, to help ensure that the school community is not conducive to fostering harassment in the workplace.

In all cases, the Superintendent will inform the Board of Education of the results of each investigation involving a finding that sexual harassment did not occur.

#### **Knowingly Makes False Accusations**

Employees and/or students who *knowingly* make false accusations against another individual as to allegations of harassment may also face appropriate disciplinary action.

#### **Privacy Rights**

As part of the investigation, the District has the right to search all school property and equipment including District computers. Although rooms, desks, cabinets, lockers, computers, etc. are provided by the District for the use of staff and students, the users do not have exclusive use of these locations or equipment and should not expect that materials stored therein will be private.

#### **Development and Dissemination of Administrative Regulations**

Regulations will be developed for reporting, investigating and remedying allegations of sexual harassment. An appeal procedure will also be provided to address any unresolved complaints and/or unsatisfactory prior determinations by the applicable Compliance Officer(s).

Such regulations will be developed in accordance with federal and state law as well as any applicable collective bargaining agreement(s).

The Superintendent/designee(s) will affirmatively discuss the topic of sexual harassment with all employees and students, express the District's condemnation of such conduct, and explain the sanctions for such harassment. Appropriate training and/or "awareness" programs will be established for staff and students to help ensure knowledge of and familiarity with the issues pertaining to sexual harassment in the schools, and to disseminate preventative measures to help reduce such incidents of prohibited conduct. Furthermore, special training will be provided for designated supervisors and managerial employees, as may be necessary, for training in the investigation of sexual harassment complaints.

Age-appropriate instructional materials will be incorporated into the curriculum to educate students so that they can recognize and reduce the incidence of sexual harassment.

A copy of this policy and its accompanying regulations will be available upon request and may be posted at various locations in each school building. The District's policy and regulations on sexual harassment will be published on the district's website, and in appropriate school publications such as teacher/employee handbooks, student handbooks, and/or school calendars.

Civil Rights Act of 1991, 42 United States Code (USC) Section 1981(a); Title VII of the Civil Rights Act of 1964, 42 United States Code (USC) Section 2000e et seq.; Title IX of the Education Amendments of 1972, 20 United States Code (USC) Section 1681 et seq.  
34 Code of Federal Regulations (CFR) Section 100 et seq.; 29 Code of Federal Regulations (CFR) Section 1604.11(a); Civil Service Law Section 75-B; Education Law Section 2801(1)  
Executive Law Sections 296 and 297; New York State Human Right Law Cross Ref: Policy 7380 Bullying; NOTE: Refer to District Regulation 1400P

## 8.08 Consensus to Finalize 2018-2019 Board Goals (proposed 6:50)

7:05

### • Unanimous consensus

1. Support the development of a long-term, district-wide plan that strategically addresses educational goals, declining enrollment, facilities, community impact, budget and cost-saving measures. Accomplish this through input from Superintendent recommendations, Board Ad Hoc committee, Shared Decision Making committee and community outreach
2. Support efforts to foster a more positive culture and climate within the District; including the exploration of a Culture and Climate survey, initiatives to increase school spirit, ongoing diversity education for students and staff, commitment to [furthering] restorative justice training and practices, and a sustained effort to better publicize the district's accomplishments and reach the community through social media.
3. Increase student knowledge and engagement in civics, grades K-12
4. Support the continued review of homework reform, including the revision of Board's Homework Policy with input from all stakeholders

## 8.09 MOA to Change the Name of Stipends

*Recommended Action:* The Board of Education hereby approves the Memorandum of Agreement #10092018 between the Ontario Central School District and the Ontario Teachers Association to rename existing stipends to "Student Advocacy Club" and Association of Student Government"

Motioned: Trustee Storey

Seconded: Trustee Ratcliff

- STEP program has not been in use in many years
- Student Government stipend got renamed for Association of Student Government earlier than the Advocacy Club
  - Association of Student Government will have fewer meetings (more at the grade level) than the Student Advocacy Club
- Student Advocacy HS Club is being formed - will get back to Board with goals
- Association of Student Government should be providing a student representative

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Ratcliff, Trustee Warren

Not Present: Trustee Shands

**8.10 Donation**

*Recommended Action:* The Superintendent recommends acceptance of a donation totaling \$50.00 CASH, from Community Bank Business Edition Visa Rewards Program, to be used to enhance climate and culture at the high school.

The Superintendent recommends approval to increase the 2018-2019 Budget in budget code A2110.431.01 (HS Supplemental) for the donation from Hannaford Helps Schools for \$50.00

Motioned: Trustee Ratcliff

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Ratcliff, Trustee Warren

Not Present: Trustee Shands

**9. Independent Contract Retainer****9.01 Approve All Independent Contract Retainer (proposed 6:55)**

7:15

*Recommended Action:* The Board of Education hereby approves the Independent Contract Retainers in Items 9.02-9.06

Motioned: Trustee Storey

Seconded: Trustee Osmond

- Some ICRs are starting before this meeting that are not Special Education
- We use Center for Spectrum services as needed for specific students, not necessarily special education

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Ratcliff, Trustee Warren

Not Present: Trustee Shands

**9.02 ICR- Brueckner**

*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 Roy Brueckner for photography services for the period beginning October 13, 2018 to October 13, 2018 at the rate of \$100 per hour to photograph and \$50 per hour for editing to a maximum of \$1600 and authorizes the Superintendent to sign such an agreement.

**9.03 ICR - Center for Spectrum Services**

*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 the Center for Spectrum Services for consultation services for the period beginning September 27, 2018 to June 30, 2019 at the rate of \$200 per hour to a maximum of \$8000 and authorizes the Superintendent to sign such an agreement.

**9.04 ICR- Lewis-Harris**

*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 Donna Lewis-Harris as a mentor in song writing the period beginning October 3, 2018 to June 30, 2019 at the rate of \$250 to a maximum of \$250 and authorizes the Superintendent to sign such an agreement.

#### 9.05 ICR - Strand

*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 Sophie Strand as a mentor for Written Expression for the period beginning July 1, 2018 to June 30, 2019 at the rate of \$250 to a maximum of \$250 and authorizes the Superintendent to sign such an agreement.

#### 9.06 ICR - Maliha (revised)

*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 revised Independent Contractor Retainer between the Onteora Central School District and William E. Maliha, M.D. FAAFP as School Physician for the period beginning September 15, 2018 to December 31, 2018 at a rate of \$5,000.00 per month, to a maximum of \$17,500.00, and authorizes the Superintendent to sign such an agreement.

### 10.00 Consent Agenda

#### 10.01 Approve Consent Agenda (proposed 7:00)

*Recommended Action:* The Board hereby approves item numbers 10.02-10.08

Motioned: Trustee Storey

Seconded: Trustee Ratcliff

- \$450 difference between Association of Student Government and Student Advocacy Club stipends; Advocacy Club will meet more frequently
  - Send more information to the Board including intent
- Explain stipend process to Board
- Instead of creating new stipends and adding to the stipend list, we renamed the stipends and used the dollar amount
  - Motion to remove the Student Advocacy Club stipend
  - Motioned: Trustee Salem
  - Seconded: Trustee Osmond
- The club will not move forward without approval
  - Result: Passed
  - Yea: Trustee Salem, Trustee Osmond, Trustee Warren
  - Nay: Trustee Storey, Trustee Kurnit
  - Abstain: Trustee Ratcliff
  - Not Present: Trustee Shands

Result: Passed

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Warren

Abstain: Trustee Ratcliff

Not Present: Trustee Shands

#### 10.02 Personnel Agenda

LEAVE OF ABSENCES: INSTRUCTIONAL  
EMPLOYEE NUMBER

EFFECTIVE DATE FROM – TO

REASON



2573

10/3/18 – 10/29/18

Paid Medical FMLA

## SUBSTITUTE

## NAME

## POSITION

Alfano, Julia

Uncertified TA/Clerical

Beaulieu, Robert

Uncertified Teacher/TA

Hoffman, Carol

Certified Teacher

## EXTRA DUTY STIPENDS

## NAME

## POSITION

## AMOUNT

Bucher, Donald

Science Olympiad Assistant Coach – HS

\$1,371.00

Garcia-McWhinnie, Elena

Spanish Club Advisor – HS

\$1,756.00

Keenan, Brian

Science Olympiad Coach – HS

\$1,917.00

Nelson-Epstein, David

Theatre Technical Director (split w/S. Murphy)

\$1,667.00

Rondeau, Brittany

Sounds of Jazz Director

\$1,493.00

Colevas, Paul

Association of Student Government

\$2013.00

~~Connolly, Brian~~~~Student Advocacy Club~~~~\$2472.00~~

## 10.03 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, #10/18, Confidential, as reviewed by Trustee Warren

## 10.04 Accept Grant

*Recommended Action:* The Superintendent recommends acceptance of a grant totaling \$3,320.00, CASH, from the Catskill Watershed Corporation to be used for the Bennett Intermediate School – Round 21 Watershed Education Grant.

The Superintendent recommends approval to increase the 2018-2019 budget code A2110.431.03 (Supplemental) for the grant from The Catskill Watershed Corporation for \$3,320.00

## 10.05 Financial Report - July 2018

*Recommended Action:* The Board of Education has reviewed and hereby accepts the Financial Management report from July 2018

## 10.06 Financial Report - August 2018

*Recommended Action:* The Board of Education has reviewed and hereby accepts the Financial Management report from August 2018

## 10.07 Inter-School Transfer

*Recommended Action:* The Board of Education hereby approves the Inter-School Transfer from Phoenicia to Woodstock for a first grade student

## 10.08 Approve Corrective Action Plan

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Corrective Action Plan to the Management Letter for the Independent Audit for the 2017-18 school year.

**The Board took a break at 7:35**

## 11. Committee Reports

**11.01 Board Ad-Hoc Committee Report - Trustee Ratcliff reported**

- Met on Oct 2<sup>nd</sup> with Trustee Kurnit, Trustee Storey
- Overarching goal – find best practices in school districts with declining enrollment and increasing budgets
- Collect information from Rural Schools Association, NYSSBA, 2020 Group, BOCES, State Ed, National School Board Association and individual experts
- Will meet monthly, report to the Board on 3/19/19

**11.02 Facilities Committee - Trustee Storey to report. Next meeting is in the Central Conference Room at 3:30 on 11/5/18**

- Went through Building Condition Survey – toured HS and MS to see if feasible to do a Capital Project

**12. New Business****12.01 The Board will discuss New Business (proposed 7:05 duration 10 min) 7:50**

BOCES visit – look at special education program during the tour in Port Ewen and during classroom visits

**13. Old Business****13.01 The Board will discuss Old Business (proposed 7:15 duration 10 min)**  
No old business was discussed**14. Request For Information****14.01 Discuss Requests for Information**

Trustee Storey asked if a therapy dog is in a school, to give a Board presentation (from item 8.02)

**15. Adjournment****15.01 Adjourn Meeting. Next meeting October 23, 2018 in the MS/HS School (proposed 7:25)**

*Recommended Action:* The meeting is adjourned at 7:50

Motioned: Trustee Storey

Seconded: Trustee Ratcliff

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee Ratcliff

Not Present: Trustee Shands

Minutes Recorded by Fern Amster,  
District Clerk



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

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## WORKSHOP MEETING

6:00 p.m.

**TUESDAY, OCTOBER 23, 2018**

Middle School/High School

## MINUTES

### 1. Opening Items

1.01 Call to Order 6:00

1.02 Tobacco Policy Statement

1.03 Pledge of Allegiance

1.04 Roll Call:

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

Not Present: Trustee Osmond, Trustee Kurnit, Trustee Warren

### 2. Executive Session

2.01 Enter executive session (proposed 6:00 duration 15 min)

*Recommended Action:* Motion to enter into executive session to discuss matters leading to the appointment of a particular employee

Motioned: Trustee Shands

Seconded: Trustee Storey

Result: Unanimous

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

Not Present: Trustee Osmond, Trustee Kurnit, Trustee Warren

Now Present

Trustee Kurnit arrived at 6:03

2.02 Exit Executive Session and Return to Public Session (proposed 6:15)

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

Motioned: Trustee Shands

Seconded: Trustee Storey

Result: Unanimous

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

Not Present: Trustee Osmond, Trustee Warren

### 3. Acceptance of Minutes

3.01 Acceptance of Minutes (proposed 6:20)

*Recommended Action:* The Board of Education hereby accepts minutes of the October 9, 2018 Board Meeting

Motioned: Trustee Ratcliff

Seconded: Trustee Shands

Result: Unanimous

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

Not Present: Trustee Osmond, Trustee Warren

#### 4. Welcome

4.01 Middle School Principal, Jennifer O'Connor will welcome the Board (proposed 6:25 duration 10 min)

- Mural created with Artist Joe Pimentel – teaching artist, first did mural in 2012, this was his 29<sup>th</sup> mural
  - Has done murals all over NY, CT and NJ
  - On Oct 1<sup>st</sup> talked to all MS students
    - Was a doodler – showed the kids his doodles and how it progressed over time
    - His point was that if you work very hard, will get far in life
  - Put students in groups of mixed grades to work every period with Joe
  - Took 5 full days
  - Mural gave MS school spirit, collaboration and pride
- Student government has some nice things going on

#### 5. Superintendent District News

5.01 The Superintendent will report District News (proposed 6:30)

- This is School Board Appreciation Week - Our school is supported by seven individuals that are committed to improving the lives of every one of our Onteora students with obvious dedication
- The Pep Rally and Homecoming were wonderful events despite the weather
  - Thank you to Mr. Edelman, Ms. Pilla, Mr. Mance and his staff, the coaches that participated in both days events, all of the HS staff that participated in the Pep Rally and Homecoming, the Boosters and all of the students that participated, attended and manned booths
- The Field Hockey team won their game against Pine Plains 2-1
  - Will move on to play in the finals for the Section IX championship
- The Association of Student Councils has had several meetings so far and are working through the process of establishing themselves
  - They have decided that they need an additional officer position to serve as Board rep - the position has been created, but they have not yet determined who should fill that role – will be a senior
  - The High School Principal has volunteered to attend the next meeting to provide additional support and guidance
    - Will also explain the role and intention of the new Advocacy club and how the club can work with and support the work of the student council
- I have received an invitation to attend a meeting related to the Greater Catskill Region Comprehensive Recreation Plan
  - A targeted outreach to stakeholders to share the draft plan's overarching goals, discuss recommendations and learn about agency and group needs
    - Olive Town Hall on October 30<sup>th</sup> from 3 – 4:30
- Inaugural issue of school newspaper, "The Talon" has gone to print

#### 6. Board District News

6.01 The Board will report District News (proposed 6:35)

Trustee Kurnit reported about the UCSBA meeting – guest speaker was Patrick Longo, Member Relations Manager, spoke on Board's role in dealing with poverty, which can

give children PTSD and other trauma-related disorders  
Meeting is Board professional development  
More speakers at next meeting and legislative panel in January

Trustee Shands reported - Homecoming was a great community event- well attended  
Congratulations to athletes and seniors  
Students said best pep rally and homecoming in years

Trustee Ratcliff reported that parents told him that Homecoming was the best in years  
and the Athletic Director was great  
Kudos to Athletic Department

Trustee Salem reported uptick of school spirit – congratulations to administrators,  
coaches and students  
Varsity soccer girls lost to an undefeated team

## 7. Acknowledge Public Be Heard Comments

7.01 The Board will acknowledge the public be heard comments from the last meeting  
Gabriel Buono

## 8. Public and Student Comment

8.01 Public and Students may comment on any agenda or non-agenda item (proposed  
6:40 duration 10 min or more)  
No comment was made

## 9. Policies/Discussion and Possible Action

9.01 Second Reading and Adoption of Policy 1611 Procedure for Annual Elections  
(proposed 6:45 duration)

*Recommended Action:* The Board of Education hereby adopts Policy 1611 as written

Motioned: Trustee Storey

Seconded: Trustee Shands

Result: Unanimous

Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Shands, Trustee Ratcliff,  
Trustee Kurnit

Not Present: Trustee Osmond, Trustee Warren

~~2002~~2018 1611 By-Laws SUBJECT: PROCEDURE FOR THE ANNUAL DISTRICT ELECTION

Voting will be conducted by voting machines or paper ballot at the four (4) Poll Centers between  
the hours of 2 p.m. – 9 p.m.

The machines are to be arranged for a write-in vote. When a write-in vote is used, it  
automatically nullifies any other vote that is made on the machine for that particular candidate or issue.

If a voter is challenged, in order to vote they must complete a Challenge Statement at the  
Registrar's desk. Their name and the name of the Challenger will be recorded on a Challenge list.

Only those voters who are registered will be eligible to vote.

Inspectors of Election are to receive the votes cast, canvass same, and report the results of the  
voting following the closing of Polls.

Location of Polls

Voting on the budget and election of Board of Education members shall take place at the  
following District Poll Centers:

### DISTRICTS

- #1 – Town of Shandaken and that part of  
Lexington in our District
- #2 – Town of Olive and that part of  
Marbletown in our District

### POLL CENTERS

- Phoenicia Elementary School  
Phoenicia, New York
- Bennett Elementary School  
Boiceville, New York

#3 – Town of Woodstock

Woodstock Elementary School  
Woodstock, New York

#4 – Town of Hurley

West Hurley **Elementary School**  
West Hurley, New York**Closing of Poll Centers**

After every voter present has had a chance to vote and Polls are closed, the Inspectors are authorized to **telephone send** the results of the voting to the **Central Building District Clerk** in Boiceville. The results of the election will be made public at that time. A special meeting of the Board of Education is to be called within 24 hours following the closing of the Polls to certify the voting results submitted by the Chairman.

Education Law Sections 1716 and 2025

**9.02 Second Reading and Adoption of Policy 8370 Animals in the School***Recommended Action:* The Board of Education hereby adopts Policy 8370 as written*Motioned:* Trustee Ratcliff

Seconded: Trustee Shands

Result: Unanimous

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

Not Present: Trustee Osmond, Trustee Warren

**20082018** 8370 Instruction **SUBJECT: ANIMALS IN THE SCHOOL (INSTRUCTIONAL PURPOSES)**

The Board of Education, in recognizing the educational uses of animals in the classroom, requires that permission be obtained from the Building Principal before animals are brought into the school or classrooms. It is the Principal's responsibility to ensure that there is an appropriate educational purpose if any animal is housed in a classroom. Animals are not to be transported on school buses with the exception of animals certified to assist persons with disabilities.

**With prior approval of the Building Principal and Superintendent, therapy dogs are permitted in school.**

**Study and Care of Live Animals**

Any school which cares for or uses animals for study shall ensure that each animal in the school be afforded the following:

- a) Appropriate quarters;
- b) Sufficient space for the normal behavior and postural requirements of the species;
- c) Proper ventilation, lighting, and temperature control;
- d) Adequate food and clean drinking water; and
- e) Quarters, which shall be cleaned on a regular basis and located in an area where undue stress and disturbance are minimized.

Only the teacher or those students designated by the teacher are to handle the animals.

It shall be the responsibility of the Principal or their designee to develop a plan of care for those animals housed in school in the event of an emergency school closing or in the event the animals remain in the classroom on days when school is not in session.

**Dissection of Animals**

Any student expressing a moral or religious objection to the performance or witnessing of the dissection of an animal, either wholly or in part, shall be provided the opportunity to undertake and complete an alternative project approved by the student's teacher; provided, however, that such objection is substantiated in writing by the student's parent or legal guardian. Students who perform alternative projects shall not be penalized.

**Instruction in the Humane Treatment of Animals**

Students in elementary school must receive instruction in the humane treatment and protection of animals and the importance of the part they play in the economy of nature as well as the necessity of controlling the proliferation of animals that are subsequently abandoned and caused to suffer extreme cruelty.

This instruction may be joined with work in literature, reading, language, nature study, or ethnology.

Americans with Disabilities Act. 42 United States Code (USC) Section 12101 et. Seq.

Education Law Section 809

8 New York Code of Rules and Regulations (NYCRR) Section 100.2(c)(8)

## 9.03 Approve Science of Survival Overnight Trip

*Recommended Action:* The Board of Education hereby approves the Science of Survival Overnight Trip for High School students. The Board of Education authorizes spending \$100 plus transportation for this trip.

Motioned: Trustee Kurnit

Seconded: Trustee Shands

- Looks really interesting

Result: Unanimous

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

Not Present: Trustee Osmond, Trustee Warren

**10. Independent Contract Retainer**

## 10.01 Approve All Independent Contract Retainer (proposed 6:55)

*Recommended Action:* The Board of Education hereby approves the Independent Contract Retainers in Items 10.02-10.05

Motioned: Trustee Shands

Seconded: Trustee Storey

Result: Unanimous

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

Not Present: Trustee Osmond, Trustee Warren

## 10.02 ICR - Center for Photography

*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 Center for Photography at Woodstock as a mentor in photography for the period beginning October 16, 2018 to May 29, 2019 at a rate of \$250.00 per stipend, to a maximum of \$250.00, and authorizes the Superintendent to sign such an agreement

## 10.03 ICR- Rivest

*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 Robert Rivest as presenter of "Literacy Alive" at Woodstock Elementary School on November 16, 2018 at a rate of \$500.00 per program, to a maximum of \$500.00, and authorizes the Superintendent to sign such an agreement

## 10.04 ICR- Panza

*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 Marcia Panza as a mentor in fashion design for the period beginning October 16, 2018 to May 29, 2019 at a rate of \$250.00 per stipend, to a maximum of \$250.00, and authorizes the Superintendent to sign such an agreement

## 10.05 ICR- Savatgy

*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 Matthew Savatgy as Phoenicia Nature Trail Scientist in Residence at Phoenicia Elementary School for the period beginning September 24, 2018 to June 14, 2019 at a rate of \$1,500.00 per residency, to a maximum of \$1,500.00, and authorizes the Superintendent to sign such an agreement

## 11. Consent Agenda

### 11.01 Approve Consent Agenda (proposed 7:00)

*Recommended Action:* The Board hereby approves item numbers 11.02-11.07

Motioned: Trustee Shands

Seconded: Trustee Storey

Motion to remove Student Advocacy Club Stipend

Motioned: Trustee Salem

Second: Trustee Ratcliff

- Why remove when students want this and Board received the information requested- defeats empowering students
- Confusion among students as to difference between Association of Student Council and the Advocacy Club – need clarification
- Get clear definitions to students by Administration
- Intent is not to stop it, but wait until the students understand
- Student wanted to be in government and signed up for Advocacy Club

Result: Passed

Yea: Trustee Salem, Trustee Ratcliff, Trustee Shands, Trustee Kurnit

Nay: Trustee Storey

Not Present: Trustee Osmond, Trustee Warren

- DEHIC agreement is renewal periodically - Superintendent is representative and Assistant Superintendent for Business is alternate

Result: Unanimous

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

Not Present: Trustee Osmond, Trustee Warren

### 11.02 Personnel Agenda

#### SUBSTITUTE

##### NAME

##### POSITION

Woodard, Lindsay

Uncertified Instructional/Noninstructional

#### EXTRA DUTY STIPENDS

##### NAME

##### POSITION

##### AMOUNT

~~Connolly, Brian~~

~~Student Advocacy Club~~

~~\$2472.00~~

Allison, Mike

Wrestling Volunteer

Unpaid

Burkhart, Patrick

Track Winter Volunteer

Unpaid

Calinda, Jason

Track - Winter - Head Coach

\$3,126.00

Cytryn, Herb

Skiing Varsity - Head Coach Girls (Split w/B.Harrington)

\$1,563.00

Guest, Sam

Basketball Varsity – Head Coach Boys

\$5,058.00

Harrington, Brooke

Skiing Varsity - Head Coach Girls (Split w/H.Cytryn)

\$1,563.00

Kasprzyk, Christopher

Basketball – JV – Head Coach Boys

\$3,865.00



**TUESDAY, OCTOBER 23, 2018**  
**Middle School/High School**

King, Thomas	Track Winter Volunteer	Unpaid
Matteson, Lori	Basketball – Modified – Head Coach Girls	\$2,570.00
Mckenzie, Dustin	Wrestling – JV – Assistant Coach	\$3,572.00
Occhi, Andrew	Basketball Varsity – Head Coach Girls	\$5,058.00
Perez, Brian	Skiing Varsity Head Coach Boys	\$3,126.00
Pezzello, Eric	Wrestling – Varsity – Head Coach	\$5,058.00
Thomas, Doris	Basketball – JV – Head Coach Girls	\$3,865.00
Willens, Mark	Basketball – Modified – Head Coach Boys	\$2,570.00

## LEAVE OF ABSENCES: NON-INSTRUCTIONAL

EMPLOYEE NUMBER	EFFECTIVE DATE FROM - TO	REASON
3239	09/21/18 – 11/15/18	Extend Unpaid Medical

## RESIGNATIONS: NON-INSTRUCTIONAL

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Murphy, Carol	Custodial Worker/District	11/28/18	Retirement

### 11.03 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, #10/18, Confidential, as reviewed by Trustee Warren

### 11.04 Surplus Books

*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 books listed below as surplus and authorizes the sale and/or disposal of these items:

33 Textbooks “World History: Patterns of Interaction”	29 Practice & Activity Books
Social Studies MacMillan/McGraw Hill	Science Scott Foreman
Grade 2	Grade 2
90 Textbooks	114 Textbooks
49 Practice & Activity Books	91 Workbooks
Grade 3	91 Activity Books
86 Textbooks	3 Assessment Books
16 Practice & Activity Books	Grade 1
Grade 1	38 Textbooks
	8 Books Levels 3-B, 3-G, & 3-Y

### 11.05 Surplus Athletic Gear

*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 items on the attached list as surplus and authorizes the sale and/or disposal of these items.

### 11.06 DEHIC Trust Agreement

*Recommended Action:* WHEREAS, Onteora Central School District is a Participant in the Dutchess Educational Health Insurance Consortium (“DEHIC”); and WHEREAS, the Board of Trustees of DEHIC has approved a revised Trust Agreement, to clarify certain provisions in the original Trust Agreement and ensure the continued effective operation of DEHIC.

NOW, THEREFORE, due deliberation having been had, BE IT RESOLVED:

1. That the Onteora Central School District hereby agrees to the amendment of the DEHIC Trust Agreement, as proposed by DEHIC’s Board of Trustees.

2. That Victoria McLaren be and is hereby authorized to execute attached Amended Trust Agreement, effective as of January 1, 2019.
3. That a certified copy of this Resolution be prepared and sent, along with the executed Trust Agreement to DEHIC's attorneys at the following address:  
Gleason, Dunn, Walsh & O'Shea  
40 Beaver Street  
Albany, New York 12207  
ATTN: Thomas F. Gleason, Esq.

**11.07 Health Insurance Buy-Out**

*Recommended Action:* The Board of Education approves a one-time health insurance buy-out for the 2018-2019 school year of \$2500 for Sharon Wood prorated to August 29, 2018

**12. New Business**

**12.01 The Board will discuss New Business**

Trustee Shands – Volleyball senior night – no administrators there - maybe discuss with Booster Club

**13. Old Business**

**13.01 The Board will discuss Old Business**

Trustee Ratcliff – Discussed during the facilities walk-through making schools look better – thanks for hearing that and doing mural

**14. Request For Information**

**14.01 Discuss Requests for Information**

Trustee Storey asked why MS students don't have 1-1 devices anymore

**15. Adjournment**

**15.01 Adjourn Meeting.** Next meeting November 6, 2018 in the Woodstock School (proposed 7:20)

*Recommended Action:* The meeting is adjourned at 6:45

Motioned: Trustee Storey

Seconded: Trustee Shands

Result: Unanimous

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

Not Present: Trustee Osmond, Trustee Warren

Minutes Recorded by Fern Amster,  
District Clerk



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

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## REGULAR MEETING

6:00 p.m.

## MINUTES

**TUESDAY, NOVEMBER 6, 2018**

**WOODSTOCK SCHOOL**

### **1. Opening Items**

- 1.01 Call to Order 6:00
- 1.02 Tobacco Policy Statement
- 1.03 Pledge of Allegiance
- 1.04 Roll Call

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

Not Present: Trustee Salem

### **2. Acceptance of Minutes**

- 2.01 Acceptance of Minutes (proposed 6:05)

*Recommended Action:* The Board of Education hereby accepts minutes of the October 23, 2018 Board Meeting

Motioned: Trustee Shands

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Shands, Trustee Ratcliff, Trustee Warren

Not Present: Trustee Salem

### **3. Welcome**

3.01 In absence of Woodstock Principal, Scott Richards, Superintendent Victoria McLaren welcomed the Board (proposed 6:10 duration 10 min)

- In its fifth week in operation, Kidstock classes have been wide and varied, including but are not limited to:
  - Fairy Tale Plays (Acting), Field Hockey, 2 baking classes, Karate, Sewing, Art Attack
- Safety patrol currently has about 15 third grade student volunteers
  - They make sure everyone is being safe and provide a friendly hello in the morning or a friendly goodbye and a wave in the afternoon
  - Program has been a huge success
- Third grade students are provided with many ways in which they can be the "Big Kids" and helpers in the school
  - being tray and lunch helpers during the K/1 lunch periods, are peer mediators, receive additional science enrichment
- New "Science Room" contains hands on materials that support the current science curriculum, engineering kits, teacher resources, open work spaces, tower gardens, etc.
  - Open to all teachers that are looking for some space to spread out when doing projects of any kind
- Our soon to be retired Ms. Brower has been working to align non-fiction books with each of our science units

- We wish Ms. Brower all the best in retirement and thank her for her many years of service in the Onteora Central School District

#### 4. Superintendent District News

##### 4.01 The Superintendent will report District News (proposed 6:20)

- October was National Principals month- although belated- thank all of our Principals for their leadership and for the many ways they support our students and families, both directly and indirectly
- Met with the Town Supervisors and shared the Board's goals for the 2018-2019 school year, will do the same with the PTAs
  - Begin the discussion regarding the creation of a long term plan, one of the cornerstones being the grade expansion of the middle school
  - Two separate committees researched the best middle school configuration for Onteora, both recommended expanding the grade configuration, but that recommendation has not been acted upon yet
  - Current elementary parents may not be aware of the work that was done
- Ask the Trustees to consider approving the hiring of a consultant to assist us in the creation and communication of a long term plan
- 1:1 iPads that had been utilized in the Middle School are still used, although they do not go home with students
  - High School has transitioned to Chromebooks, the Middle School is also transitioning
- Created a document on the website titled "Guide for Addressing School Concerns"
- HS students held an election today, the following candidates won:
  - Governor: Andrew Cuomo
  - Lt. Governor: Kathy Hochul
  - Congressman: Antonio DelGado
  - Ulster County Sheriff: Juan Figueroa

##### 4.02 Award Tenure (proposed 6:25 duration 10 min)

- PPS Director Cindy Bishop, spoke on behalf of herself and Scott Richards recommending Deb Zygmunt for tenure

*Recommended Action:* The following named INSTRUCTIONAL PERSONNEL, having served a period of probationary status consistent with the Education Law of the State of New York and provisions of the Commissioner's Regulations, and having received continuing satisfactory evaluations of performance, are hereby recommended by the Superintendent of Schools for APPROVAL for TENURE STATUS.

Debra Zygmunt certified as a Teaching Assistant with a probationary period in the tenure area of Teaching Assistant 11/11/15 - 11/10/18 hereby receives tenure on November 10, 2018

Motioned: Trustee Shands

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Shands, Trustee Ratcliff, Trustee Warren

Not Present: Trustee Salem

**5. Board District News****5.01 The Board will report District News (proposed 6:35)**

Trustee Shands gave a shout-out to businesses in community that donated to Homecoming

Trustee Kurnit reported on the NYSSBA Convention:

- Attended day-long Law Conference before convention with Trustee Storey
- Went to 8 sessions during the convention mostly on teacher collaboration or social-emotional learning
  - STEAM education called eSTEAM for empathy and STEAM

Before next Board meeting, type up notes from NYSSBA Convention to share with all Board members

**6. Acknowledge Public Be Heard Comments****6.01 The Board will acknowledge the public be heard comments from the last meeting**  
No comment was made**7. Public and Student Comment****7.01 Public and Students may comment on any agenda or non-agenda item (proposed 6:40 duration 10 min or more)**  
No comment was made**8. Policies/Discussion and Possible Action****8.01 Second Reading and Adoption of Policy 8370 Animals in the School**

*Recommended Action:* The Board of Education hereby adopts Policy 8370 as written

Motioned: Trustee Storey

Seconded: Trustee Shands

- When policy was reviewed, did not use the most recently updated policy

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Shands, Trustee Ratcliff, Trustee Warren

Not Present: Trustee Salem

~~2012~~ 2018 **8370 Instruction** SUBJECT: ANIMALS IN THE SCHOOL (INSTRUCTIONAL PURPOSES)

**Animals and Pets on School Property**

It is the policy of the Board of Education for health and safety reasons, to prohibit animals and pets of any kind in school buildings and on school district property (including playing fields, school buses) except:

- For purposes of the instructional program with the prior approval of the building administrator
- Animals under the control of public safety officers with the prior approval of the Superintendent of Schools or designee; and
- Animals trained to assist individuals with disabilities (e.g. service dogs) in compliance with federal and state law.
- With prior approval of the Building Principal and Superintendent, therapy dogs are permitted in school.

**Study and Care of Live Animals**

Observation and experimentation with living organisms and animals gives students unique perspectives of life processes. Animals and animal materials should be used respectively and for the purpose of meeting course objectives.

Any school which cares for or uses animals for study shall ensure that each animal in the school be afforded the following:

- a. Appropriate quarters;
- b. Sufficient space for the normal behavior and postural requirements of the species;
- c. Proper ventilation, lighting, and temperature control;
- d. Adequate food and clean drinking water; and
- e. Quarters, which shall be cleaned on a regular basis and located in an area where undue stress and disturbance are minimized.

Only the teacher or those students designated by the teacher are to handle the animals.

It shall be the responsibility of the Principal or their designee to develop a plan of care for those animals housed in school in the event of an emergency school closing or in the event the animals remain in the classroom on days when school is not in session. If the Building Principal or designee determines that this policy has been violated, they are authorized to contact the Superintendent of Schools, the County Health Department, Animal Control and/or the Police Department to request assistance to enforce this policy.

### **Dissection of Animals**

The Board of Education recognizes that animal dissection is an integral part of the study of living things and instruction in the life sciences. The Board also recognizes that some students have a moral or religious objection to dissection or otherwise harming or destroying animals. In accordance with Section 809 of the Education Law, any student who objects to dissecting animals may opt-out of dissection activities, provided that the student performs an alternative project through which they can learn and be assessed on material required by the course. An alternative project may include, but is not limited to: computer programs, internet simulations, plastic models, and movies, and is subject to approval by the student's teacher. The student's objection must be substantiated in writing by the student's parent/guardian.

Effective July 1, 2011, the District will give reasonable notice to all students enrolled in a course that includes the dissection of an animal and students' parent(s)/legal guardian(s) about their rights to seek an alternate project to dissection. Such notice shall be made available upon request at the school and distributed to parents and students enrolled in a course that includes dissection at least once at the beginning of the school year.

No Student shall be discriminated against based upon their decision to exercise the right to opt-out of animal dissection.

### **Instruction in the Humane Treatment of Animals**

Students in elementary school must receive instruction in the humane treatment and protection of animals and the importance of the part they play in the economy of nature as well as the necessity of controlling the proliferation of animals that are subsequently abandoned and caused to suffer extreme cruelty. Such instruction shall be for a period of time as specified by the Board of Regents and may be joined with work in literature, reading, language, nature study, or ethnology.

Americans with Disabilities Act, 42 United States Code (USC) Section 12101 et. seq. Education Law Section 809

8 New York Code of Rules and Regulations (NYCRR) Section 100.2(c)(8)

## **9. Independent Contract Retainer**

### **9.01 Approve All Independent Contract Retainer (proposed 6:45)**

*Recommended Action:* The Board of Education hereby approves the Independent Contract Retainers in Items 9.02-9.06

Motioned: Trustee Kurnit

Seconded: Trustee Ratcliff

- 2 volunteers that are professional musicians– Phoenicia 3<sup>rd</sup> graders will go to Woodstock for the event

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Shands, Trustee Ratcliff, Trustee Warren

Not Present: Trustee Salem

### **9.02 ICR- Mohonk Preserve**

*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 Mohonk Preserve, Inc. for the Pond Keepers Program at Phoenicia Elementary School for the period beginning November 29, 2018 to December 10, 2018 at a rate of \$295.00 per program, to a maximum of \$295.00, and authorizes the Superintendent to sign such an agreement

9.03 ICR- Health Quest- Maverick

*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 Health Quest Medical Practice as a mentor in medicine for the period beginning November 1, 2018 to May 29, 2019 at a rate of \$0.00 per stipend, to a maximum of \$0.00, and authorizes the Superintendent to sign such an agreement

9.04 ICR- Seskin

*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 Steve Seskin as a mentor in music at Woodstock Elementary School on November 14, 2018 at a rate of \$0.00 per program, to a maximum of \$0.00, and authorizes the Superintendent to sign such an agreement

9.05 ICR- Rich

*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 Harvey Rich as an assistant to the mentor in music at Woodstock Elementary School on November 14, 2018 at a rate of \$0.00 per program, to a maximum of \$0.00, and authorizes the Superintendent to sign such an agreement

9.06 ICR- Rosenzweig

*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 Ulysses Rosenzweig as a mentor in veterinary medicine for the period beginning October 19, 2018 to May 29, 2019 at a rate of \$250.00 per stipend, to a maximum of \$250.00, and authorizes the Superintendent to sign such an agreement.

**10. Consent Agenda**

10.01 Approve Consent Agenda (proposed 6:50)

*Recommended Action:* The Board hereby approves item numbers 10.02-10.07

Motioned: Trustee Shands

Seconded: Trustee Storey

Result: Unanimous

- Nice to see a change order that gives money back to the district

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

## 10.02 Personnel Agenda

The Superintendent of Schools hereby recommends the APPROVAL of the following SALARY CHANGES (INSTRUCTIONAL) effective September 1, 2018:

Name	Position	School	Current		Credits	Salary	Added		Step	After Advancement	
			Step				Credits	Salary		Step	Credits
Bruck, Jennifer L	Elem	BN	20M		30	\$106,231.00	6	\$840	20M	36	\$107,071.00
Corsitto, Elizabeth	Elem	BN	6M		6	\$74,401.00	6	\$840	6M	12	\$75,241.00
Countryman, Kristina	Reading	BN	13M		0	\$86,235.00	12	\$1,680	13M	12	\$87,915.00
Darling, Michele A	OT	WD	22B+31L		30	\$114,406.00	6	\$438	22B+31L	36	\$114,844.00
Downs, Kelly L	Elem	BN	18M		48	\$102,757.00	6	\$840	18M	54	\$103,597.00
Evers-Parker, Monir M	Guidance	HS	22M		24	\$125,258.10	6	\$924	22M	30	\$126,182.10
Fields, Dominique	ENL	PH	5M		36	\$76,744.00	12	\$1,680	5M	48	\$78,424.00
Hallock, Robert	Elem	PH	11M		18	\$85,288.00	6	\$840	11M	24	\$86,128.00
Heekin, Molly	Elem	WD	12M		6	\$85,337.00	6	\$840	12M	12	\$86,177.00
Horan, Roseann	Speech	MS/HS	12M		0	\$84,497.00	6	\$840	12M	6	\$85,337.00
Katz, Emily	ENL	MS/HS	4B		0	\$66,243.00	6	\$438	4B	6	\$66,681.00
Kelly, Brigid	Spec Ed	BN	7M		6	\$76,247.00	6	\$840	7M	12	\$77,087.00
Kothe, Cassandra*	Elem	WD	11M		0	\$82,768.00	42	\$5,880	11M	42	\$88,648.00
McGrath, Ariel	Speech	PH	4M		42	\$75,787.00	6	\$840	4M	48	\$76,627.00
McKenna, Karen	Music	BN	22M		36	\$115,551.00	6	\$840	22M	42	\$116,391.00
Merritt, Cathy A	Spec Ed	MS/HS	22M+32L		48	\$124,891.00	6	\$840	22M+32L	54	\$125,731.00
Millman, Jacob	Spec Ed	WD	3M		6	\$69,012.00	6	\$840	3M	12	\$69,852.00
Polacco, Nicole	Reading	WD	9M		36	\$84,135.00	6	\$840	9M	42	\$84,975.00
Rivera, Stephanie	Math	MS/HS	4B		0	\$66,243.00	6	\$438	4B	6	\$66,681.00
Ryan, Matthew M	PE	BN	22M		6	\$111,351.00	6	\$840	22M	12	\$112,191.00
Ryan, Nicole	Spec Ed	PH	13M		42	\$92,115.00	12	\$1,680	13M	54	\$93,795.00
Samuelsen-Grimm, Karen	FACS	MS/HS	9M		12	\$80,775.00	6	\$840	9M	18	\$81,615.00
Schwarz, Laura*	Social Worker	PH	1M		0	\$64,195.00	24	\$3,360	1M	24	\$67,555.00
Sorbellini, Tamika	Elem	WD	20M		48	\$108,751.00	6	\$840	20M	54	\$109,591.00
Tervenski, Lauryn	Elem	WD	13M		42	\$92,115.00	6	\$840	13M	48	\$92,955.00
Thomas, Doris L	Social Studies	MS/HS	19M		12	\$99,475.00	6	\$840	19M	18	\$100,315.00
Ziemba, Roberta	Art	BN	17M		36	\$99,417.00	6	\$840	17M	42	\$100,257.00

\* Credits obtained before hired

## RESIGNATIONS

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Condon-Krieger, Janet	Guidance Counselor/High School	1/12/19	Retirement

## LEAVE OF ABSENCES

EMPLOYEE NUMBER	EFFECTIVE DATE FROM - TO	REASON
3190	11/08/18 – 11/20/18	Paid Medical FMLA

## APPOINTMENT: NON-INSTRUCTIONAL

## PROBATIONARY APPOINTMENT

NAME	POSITION/SCHOOL	EFFECTIVE DATE	SALARY STEP	REMARKS
Link, Margaret	Typist/Building & Grounds	11/13/18 – 5/12/19	3	Replace MKarolys



## EXTRA DUTY STIPENDS

NAME	POSITION	AMOUNT
Bennett, Aaron	Basketball – Modified (Boys) Volunteer	Unpaid
*Faulkner, Todd	Wrestling – Modified – Assistant Coach	\$2,054.00
Gaus, Jamie	Cheerleading Advisor – Winter	\$1,826.00
*Speck, Terry	Basketball (Boys) Volunteer	Unpaid
*Pending pre-employment processing		

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
Stanton, Steve	Custodial Worker	3/5/18	9/5/18

### 10.03 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, #11/18, Confidential, as reviewed by Trustee Storey

### 10.04 Warrants

*Recommended Action:* The Board of Education has reviewed and hereby accepts Warrant Schedule 3

### 10.05 Financial Report - September

*Recommended Action:* The Board of Education has reviewed and hereby accepts the Financial Report from September 2018

### 10.06 Change Order

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve Change Order #002 decreasing the contract between Nicky Diggs Excavation and the Onteora Central School District for the Radon Mitigation Project in the amount of \$5,500 and authorizes the Superintendent to sign such a change order.

### 10.07 Waiver of Potential Conflict of Interest

*Recommended Action:* 1. BOARD OF EDUCATION OF THE ONTEORA CENTRAL SCHOOL DISTRICT ("Onteora") and BOARD OF EDUCATION OF THE HIGHLAND CENTRAL SCHOOL DISTRICT ("Highland") (jointly "the Parties") understand that the firm of Thomas, Drohan, Waxman, Petigrow and Mayle, LLP ("TDWPM") is currently representing both parties as counsel.

2. TDWPM has informed Onteora and Highland that a potential conflict of interest has arisen because of its role as counsel to Onteora and Highland regarding an intermunicipal agreement relating to their gymnastics teams.

3. Onteora and Highland request that TDWPM continue to represent them under the following conditions, which both parties expressly understand and agree to:

- The sole purpose of this waiver is to allow TDWPM, as counsel to Onteora and Highland, to review an intermunicipal agreement relating to the Parties' gymnastics teams.
- Neither of the Parties is required or obligated to be represented by TDWPM in this or any other matter, and either Party can seek to employ its own attorney now or at anytime hereafter.
- The attorney-client privilege is specifically not waived.

- d. TDWPM will not use or disclose any information that has been or will be received by TDWPM from either Party in any form, verbal or written, to or for the benefit of either Party without first obtaining written consent from the Parties, which consent may be granted or withheld at the sole discretion of the parties.
- e. The Parties and TDWPM will each notify the other promptly of any concerns that may arise concerning TDWPM's representation of both parties at any time following the date of this agreement.
- f. TDWPM will promptly notify both Parties if any further potential conflict becomes an actual conflict.
- g. TDWPM will promptly notify both Parties if any actual or potential conflict arises that is not disclosed herein.

## 11. New Business

- 11.01 The Board will discuss New Business  
No New Business was discussed

## 12. Old Business

- 12.01 The Board will discuss Old Business  
No Old Business Was Discussed

## 13. Request For Information

- 13.01 Discuss Requests for Information  
Trustee Storey asked if all amendments to IEPs need to be Board approved

Trustee Kurnit asked the Superintendent report or present all the programs in district in social-emotional development

## 14. Adjournment

- 14.01 Adjourn Meeting. Next meeting November 20, 2018 in the Bennett School (proposed 7:00)

*Recommended Action:* The meeting is adjourned at 6:25

Motioned: Trustee Storey

Seconded: Trustee Shands

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Shands, Trustee Ratcliff, Trustee Warren

Not Present: Trustee Salem

Minutes Recorded by Fern Amster,  
District Clerk



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

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## WORKSHOP MEETING

6:00 p.m.

## MINUTES

**TUESDAY, NOVEMBER 20, 2018**

**BENNETT SCHOOL**

### **1. Opening Items**

1.01 Call to Order 6:00

1.02 Tobacco Policy Statement

1.03 Pledge of Allegiance

1.04 Roll Call:

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

Not Present: Trustee Ratcliff, Trustee Warren

### **2. Welcome**

2.01 Bennett Principal, Gabriel Buono will welcome the Board (proposed 6:40 duration 10 min)

- PTA representative Rebecca Barry worked with the Golden Notebook to bring author and illustrator of the “Baby Mouse” series to Bennett as part of Book Fair
  - Demonstrated how to illustrate and write
  - Library Media Specialist Robin Renahan had the students write own graphic organizers
- Today is Carol Murphy’s last day as a Custodial Worker; 16 years at Bennett, 22 years in District
  - Thanked Ms. Murphy for her dedicated service
- Open House was new format- gave parents access to teachers for the whole time instead splitting the time between grades
- OTA donated funds so students could decorate pumpkins of heroines in themes of their books
- 3<sup>rd</sup> school district visiting Bennett in 3 years to see at how they deliver math and ELA instruction, due to state exam scores
- Food Service Manager, Chris Downs and the Bennett PTA helped prepare the Thanksgiving Luncheon for Senior Citizens
  - 5<sup>th</sup> & 6<sup>th</sup> grade jazz band and orchestra played
- 4<sup>th</sup> graders hosted veterans in community for Veteran’s Day

Now Present:

Trustee Warren arrived at 6:10

### **3. Executive Session**

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

*Recommended Action:* Motion to enter into executive session to discuss the employment record of a particular person

Motioned: Trustee Osmond

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Shands, Trustee Warren

Not Present: Trustee Ratcliff

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

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

Motioned: Trustee Storey

Seconded: Trustee Osmond

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Shands, Trustee Warren

Not Present: Trustee Ratcliff

**4. Acceptance of Minutes**

4.01 Acceptance of Minutes (proposed 6:35)

*Recommended Action:* The Board of Education hereby accepts minutes of the November 6, 2018 Board Meeting

Motioned: Trustee Shands

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Shands, Trustee Warren

Not Present: Trustee Ratcliff

**5. Superintendent District News**

5.01 The Superintendent will report District News (proposed 6:50)

- Today is School Related Professionals day
  - Recognize the work that is done every day by all of those people who help ensure that our students and our instructional staff have everything they need
- SRO Deputy Sharon has been selected for a promotion, can no longer serve as the SRO
  - The Sheriff's office has agreed to allow us to participate in the selection process for our next SRO in the same way that we participated in the selection of Deputy Sharon
    - Also willing to work with us on a transition plan
- Beginning budget discussions - budget calendar on next agenda
  - Already starting meeting with Cabinet members
  - Appears at this time that the CPI will over 2% so our tax levy limit increase factor will be set at 2%
- The flag pole dedication was a wonderful event – Middle School Principal Jennifer O'Connor noted that our students were amazing and incredibly respectful to the veterans that attended
  - Veterans sent a thank you letter commending the students and thanking the various employees that participated in the day
  - Wonderful community interaction
- Assistant Superintendent for Business, Monica LaClair reported that the capital project for the press box/bleacher project got approval yesterday

- Will work on science room and press box/bleachers this summer
- Assistant Superintendent for Curriculum & Instruction, Jodi DeLucia reported on Computer Based Testing (CBT)
  - Part of process for future exams- will be required next year
  - Will take advantage this year- student scores do not impact teacher evaluation
  - Piloted CBT at Bennett last year – went well
  - Will provide teacher training after-school for teachers to prepare technology lessons for any students that may need the skills
  - Test participation rates increased – got important student data – better for instruction
  - Already use computer-based diagnostics in the schools
- Have a wonderful Thanksgiving - December has a number of wonderful holiday musical performances

Discussion:

- Scores were late this year because difference in exams, everything had to be “norm-referenced”
- Computer Based Testing has a testing “window” so all are not at the same time
- Will do simulation given by State in February and March
  - Computers currently in-district will work
  - Data gets pulled from State’s data-management system, so it is secure

## 6. Board District News

6.01 The Board will report District News (proposed 6:55)

Trustee Kurnit reported that at the next UCSBA meeting, the head of Governmental Relations Program at NYSSBA will speak

- Asked her to speak about how State is moving forward after elections and what issues will be discussed at Capital Conference

Trustee Shands reported on the Booster Club meeting – made just under \$1,000 in Onteora gear – gear is still available

- Possibly hosting a seasonal banquet dinner so all athletes can be recognized instead of each team doing their own dinner
- Possibly senior recognition and awards evening for all athletes
- Discussed condition of the fields

## 7. Acknowledge Public Be Heard Comments

7.01 The Board will acknowledge the public be heard comments from the last meeting  
No comment was made at the last meeting

## 8. Public and Student Comment

8.01 Public and Students may comment on any agenda or non-agenda item (proposed 7:00 duration 10 min or more)

No comment was made

**9. Independent Contract Retainer****9.01 Approve All Independent Contract Retainer (proposed 7:05)**

*Recommended Action:* The Board of Education hereby approves the Independent Contract Retainers in Items 9.02-9.03

Motioned: Trustee Storey

Seconded: Trustee Shands

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Shands, Trustee Warren

Not Present: Trustee Ratcliff

**9.02 ICR- Mannino**

*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 Sage Mannino as a mentor in rapping, performing, & music production for the period beginning November 8, 2018 to May 29, 2019 at a rate of \$250.00 per stipend, to a maximum of \$250.00, and authorizes the Superintendent to sign such an agreement.

**9.03 ICR - Sheth**

*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 Snehal R. Sheth, MD as an Independent Child & Adolescent Psychiatrist for the period beginning November 20, 2018 to June 30, 2019 at a rate of \$375.00 per hour not to exceed \$15,000.00 and authorizes the Superintendent to sign such an agreement.

**10. Consent Agenda****10.01 Approve Consent Agenda (proposed 7:10)**

*Recommended Action:* The Board hereby approves item numbers 10.02-10.09

Motioned: Trustee Shands

Seconded: Trustee Osmond

- Amount of unpaid taxes decreased over the years
- State is now requiring separate reports of health insurance for retirees and employees – need budget transfers to put in proper budget lines

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Shands, Trustee Warren

Not Present: Trustee Ratcliff

**10.02 Personnel Agenda**

SUBSTITUTE

RESCISSION:

NAME

POSITION/SCHOOL

EFFECTIVE DATE

Weisberg, Judd

Uncertified Substitute Teacher, TA and Monitor

11/2/2018

SUBSTITUTE

NAME	POSITION
Guzman, Daniel	Certified TA/Non-Instructional

## EXTRA DUTY STIPENDS

NAME	POSITION	AMOUNT
Connolly, Brian	AIS/Instructor After School: PPS Regents Prep	\$2,004.00
Knoche, Stephen	U.S. History Regents Prep (After School)	\$2,004.00
Schenker, Maegan	Tufs Advisor 1 (Replacing J. Krieger)	\$711.20

## LEAVE OF ABSENCES: NON-INSTRUCTIONAL

EMPLOYEE NUMBER	EFFECTIVE DATE FROM - TO	REASON
3604	11/28/18 – 1/28/19	Paid Medical FMLA
3239	09/21/18 – 1/15/19	Extend Unpaid Medical
3190	11/15/18 – 11/30/18	Revise Dates Paid Medical FMLA

## 10.03 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, #11/18, Confidential, as reviewed by Trustee Storey

## 10.04 Unpaid Tax Warrants

*Recommended Action:* BE IT HEREBY RESOLVED by the Board of Education of the Onteora Central School District upon recommendation by the Superintendent of Schools that the Board of Education approve the warrant for unpaid taxes in the amount of \$2,480,316.29 for Ulster County and agree by signing such warrant. BE IT HEREBY RESOLVED by the Board of Education of the Onteora Central School District upon recommendation by the Superintendent of Schools that the Board of Education approve the warrant for unpaid taxes in the amount of \$216,188.22 for Greene County.

## 10.05 Certify Lead Evaluators for APPR

*Recommended Action:* BE IT RESOLVED THAT Lance Edelman, Jennifer O'Connor, Gabriel Buono, Linda Sella, Scott Richards, Dieter Schimmelpfennig, Kimberly Pilla, Cynthia Bishop, Elizabeth Fallo are hereby certified as a Qualified Lead Evaluator of teachers having successfully completed the following training requirements prescribed in 8 NYCRR §30-2.9 (b): 1. The New York State Teaching Standards, and their related elements and performance indicators/the Leadership Standards and their related functions; 2. Evidence-based observation techniques that are grounded in research; 3. Application and use of the student growth percentile model and the value-added growth model as defined in 8 NYCRR §30-2.2; 4. Application and use of the State-approved rubrics selected by the school district for use in the valuation of building, including training on the effective application of such rubric to observe a principal's practice; 5. Application and use of the assessment tools that the school district utilizes to evaluate its building principals, including, but not limited to structured portfolio reviews; student, parent, teacher, community feedback; professional growth goals; school improvement goals, etc. 6. Application and use of the State-approved locally selected measures of student achievement used by the school district to evaluate its principals; 7. The scoring methodology utilized by the Department and the school district to evaluate a building principal under 8 NYCRR

§30-2, including: a. how scores are generated for each subcomponent and the composite effectiveness score of building principals, and b. application and use of the scoring ranges prescribed by the Commissioner for the four designated rating categories used for the overall rating of principals and their subcomponent ratings; and 8. Specific considerations in evaluating building principals of English language learners and students with disabilities 9. Training on the use of the Statewide Instructional Reporting System, also required by 8 NYCRR §30-2.9 (b), will be provided once the NYS Education Department makes available the information required for such training. 10. This certification has been issued in accordance with the process for certifying lead evaluators described in the district's annual professional performance review plan.

#### 10.06 Approve Inter-School Transfer

*Recommended Action:* The Board of Education hereby approves the Inter-School Transfer for a Kindergarten and second grade student to attend Woodstock instead of Phoenicia.

#### 10.07 Inter-Municipal Agreement for Gymnastics

*Recommended Action:* BE IT RESOLVED that the Board of Education hereby approves the Intermunicipal Agreement between Onteora Central School District and the Highland Central School District relating to student participation in the interscholastic sport of gymnastics.

#### 10.08 Transfer of Funds for Retiree Health Insurance

*Recommended Action:* The Superintendent recommends the transfer of funds to retiree health medicare for NYSED budgeting requirements and tracking.

Transfer Amount From Budget Code Description To Budget Code Description  
\$4,400,000.00 A9060.800-10 Health Insurance A9060.875-10 Health Insurance-Retirees

#### 10.09 Transfer of Funds for Unemployment Insurance

*Recommended Action:* The Superintendent recommends the transfer of funds from the Unemployment Reserve to the Unemployment Insurance budget code to pay for NYS Unemployment Insurance billing. This expense is not budgeted in the general fund due to the existence of the reserve funds designated for this purpose.

Transfer Amount From Reserve Description To Budget Code Description  
\$2,359.47 A815 Unemployment Reserve A9050.800-10 Unemployment Insurance

### 11. Committee Reports

11.01 Facilities Committee - Trustee Storey to report. Next meeting is in the Central Conference Room at 4:00 on 12/10/18 (proposed 7:15)

7:25

- Topics discussed:
  - Current capital projects: science room, press box, EPC contract – on track to save on fuel oil and electricity
  - Possibly install an electric vehicle charging station
  - Budget transfers to capital project
  - Drainage in fields for next year's budget
  - Lighting for football field – getting numbers for that



- Future capital projects at high school/ middle school

11.02 Health and Wellness Committee - Trustee Shands to report. Next meeting is in the MS/HS Conference Room at 2:45 on 1/17/19

- Discussed Well-Stats score – review of policy and education of health and wellness – scored 100
- Does the Board want the committee to focus on anything in particular?
  - Perhaps school start times

## 12. New Business

12.01 The Board will discuss New Business

- Drainage of fields
- What can district do to promote having tournaments here?
  - Make the football field multi-purpose and promote district as an athletic center to draw people here
  - Talk to Margaretville about sharing sports fields - partnership
- Facilities Committee has discussed other uses for the football field

## 13. Old Business

13.01 The Board will discuss Old Business

No old business was discussed

## 14. Request For Information

14.01 Discuss Requests for Information

## 15. Adjournment

15.01 Adjourn Meeting. Next meeting December 4, 2018 in the Phoenicia School (proposed 7:25)

*Recommended Action:* The meeting is adjourned at 7:35

Motioned: Trustee Storey

Seconded: Trustee Osmond

Result: Unanimous

Yea: Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Shands, Trustee Warren

Not Present: Trustee Ratcliff

Minutes Recorded by Fern Amster,  
District Clerk



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

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

REGULAR MEETING

6:00 p.m.

MINUTES

**TUESDAY, DECEMBER 4, 2018**

**PHOENICIA SCHOOL**

## **1. Opening Items**

1.01 Call to Order 6:00

1.02 Tobacco Policy Statement

1.03 Pledge of Allegiance

1.04 Roll Call

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

Not Present: Trustee Shands, Trustee Ratcliff

## **2. Executive Session**

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

*Recommended Action:* Motion to enter into executive session to discuss the employment record of a particular person, the sale of real property and OTA negotiations

Motioned: Trustee Osmond

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Warren

Not Present: Trustee Shands, Trustee Ratcliff

Now Present:

Trustee Shands arrived at 6:05

Trustee Ratcliff arrived at 6:15

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

6:45

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

Motioned: Trustee Osmond

Seconded: Trustee Ratcliff

Result: Unanimous

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

## **3. Acceptance of Minutes**

3.01 Acceptance of Minutes (proposed 6:35)

*Recommended Action:* The Board of Education hereby accepts minutes of the November 20, 2018 Board Meeting

Motioned: Trustee Ratcliff

Seconded: Trustee Shands

Result: Unanimous

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

#### 4. Presentation

4.01 Ulster BOCES Superintendent, Dr. Charles Khoury will present to the Board (proposed 6:40 duration 40 min)

6:50

- Introduced Onteora Representative on BOCES Board, Robert Curran
- Went over Onteora's purchasing and use history in BOCES programs
  - \$3.9 million in 17-18, usually \$3.4 million- glad Onteora is taking advantage of the services
  - Of the \$3.4 million, \$1.4 not eligible for BOCES aid, received over \$500,000 in aid from BOCES participation
    - Special Education, English Language Learner and Transportation aided differently, so these areas do not qualify for BOCES aid
- Most services will increase 2% or less in cost next year
- 1 student in New Visions Health – 12 grade only
- 2 students in Phoenix Academy (alternative HS)
- 1 student in P-Tech program
- Opening Intensive Day Treatment program in January
  - Contracted with Astor psychiatric services
- Managed needs program for MS and elementary next year
- Contract with Teachers College
- Working with Special Education directors to determine the needs of districts
- Bringing experts from around the country to Ulster for teachers
  - Build more programs so students do not have to go out of county to other BOCES

Discussion:

- Districts from Ulster and surrounding area are buying seats for 45 teachers to go to California to learn Project Based Learning
  - Onteora not participating
- Salary cap for BOCES Superintendent Legislation report to be released to Governor before Dec. 31<sup>st</sup>
- The BOCES funds for post-retirement benefits that are being refunded to Districts will be complete with the 2019-2020 school year refund
- Look into Ulster BOCES pairing with Omega Institute

#### 5. Welcome

5.01 Phoenicia Principal, Linda Sella will welcome the Board (proposed 7:20 duration 10 min)

7:15

- Focusing on community out-reach – food baskets, children's toys donated
  - Shandaken Police Dept. have been very generous this year
- Successful Senior Citizen Luncheon – served over 40 meals
  - Students entertained with song and dance
  - Sponsored by PTA
- PTA Holiday Boutique will begin soon
- Google Docs Training – facilitated by Special Ed teacher Nicole Ryan

- Convert data on shared drive to a Google Doc and be able to access from home
- Library Media Specialist Shelley Savatgy is bringing in musician to host a series of micro-assemblies –story tellers singing with kindergarten children
- PTA will host Holiday Craft Fair – arts and crafts for holiday giving

## **6. Superintendent District News**

### **6.01 The Superintendent will report District News (proposed 7:30)**

- Begin concert series with a HS Concert tomorrow evening, the MS Concert next week on Wednesday and the Bennett 5<sup>th</sup> and 6<sup>th</sup> grade concert next week on Thursday
- Between Thanksgiving and Christmas, our staff will be assisting families by providing gifts for hundreds of our students in all grades and younger siblings through gift and toy donations
- Attending the PTA meetings at each of the elementary schools this month to review the Board goals and provide the PTAs with some history related to our enrollment and the changes we have seen in our student demographics
  - Also shared some information related to the work that has been done in the past by various committees – not rushing a long term plan
- Facilities Committee is developing plans for projects that can be included in the budget, will be bringing this to the PTAs as well
  - These projects may be included in the budget vote so we want to ensure that our community has information about them before May vote
- As was requested at a prior Board meeting, there will be a presentation on our programs that address the social emotional health of our students on February 19<sup>th</sup>
  - Will also provide an update on the status of our Guidance Plan
- Our agenda tonight contains a proposed French Club trip to Paris- will be a rich cultural experience for our students
  - There will be many fundraising opportunities to support this trip in the coming months
- Our agenda also includes a couple more mentors for our community mentor program
  - Grateful for those community members that step up and accept these positions
- Our budget calendar on the agenda shows that we will begin our discussions at the Board table in January

## **7. Board District News**

### **7.01 The Board will report District News (proposed 7:35)**

Trustee Storey reported that she attended the Belleayre Bash Pancake Breakfast to support the students raising money for Belleayre Bash on Graduation night

Trustee Ratcliff went to Woodstock Artist Association & Museum to see the children's artwork on display

- Commend art department for their commitment to help align community and schools

Trustee Kurnit reported that student artwork is also on display at Ulster BOCES Conference Center

## **8. Acknowledge Public Be Heard Comments**

8.01 The Board will acknowledge the public be heard comments from the last meeting  
No comment was made

## **9. Public and Student Comment**

9.01 Public and Students may comment on any agenda or non-agenda item (proposed 7:40 duration 10 min or more)  
No comment was made

## **10. Discussion and Possible Action**

### **10.01 French Club Trip**

*Recommended Action:* The Board of Education hereby approves the French Club Trip to France

Motioned: Trustee Storey

Seconded: Trustee Osmond

Result: Unanimous

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

### **10.02 Donation - Kreko (proposed 7:50)**

*Recommended Action:* The Superintendent recommends acceptance of a donation totaling \$100.00 CASH, from Douglas and Susan Krecko to be used towards the Levon Helm Memorial Scholarship. The Superintendent recommends approval to increase the 2018-2019 Budget line TE92.037 (Levon Helm Scholarship) by \$100

Motioned: Trustee Storey

Seconded: Trustee Ratcliff

Result: Unanimous

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

### **10.03 Donation - Ventures**

*Recommended Action:* The Superintendent recommends acceptance of a donation totaling \$421.00 CASH, from Ventures at Rock City Rd, LLC to be used towards the Levon Helm Memorial Scholarship. The Superintendent recommends approval to increase the 2018-2019 Budget line TE92.037 (Levon Helm Scholarship) by \$421.00

Motioned: Trustee Osmond

Seconded: Trustee Ratcliff

Result: Unanimous

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

### **10.04 MOA- Guidance Counselor Sick Days**

*Recommended Action:* The Board of Education hereby approves Memorandum of Agreement #12042018 regarding sick days for the guidance counselors.

Motioned: Trustee Kurnit

Seconded: Trustee Storey

Result: Unanimous

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

10.05 Discuss Hiring a Consultant to Help Create a Long Term Plan (proposed 7:55 duration 30 min)

Superintendent Victoria McLaren asked the Board to discuss this to be sure that no one is left out of process – not looking to bring someone in who will lead us to an end that is uncomfortable for the District

- Need someone that has gone through this process before and can guide us to be sure we are engaging with all stakeholders
- Since 2004-2005 school year have lost 850 students-significant number
  - Some districts have taken action a few years ago - such as closing schools and restructuring
- Restructure in way that will be most beneficial to students; provide them with the best program we can with the best use of our resources and staff
- Want to be in communication with as many groups as possible
- Board receive communication from the public
- Responsibilities of consultant are: helping us to work through process of laying out a timeline, finding a reasonable process to engage everyone, give us a framework as to how to structure communications
  - Overwhelming the community with information is as bad as too little communication
- A consultant will help address the all the needs of the students and community
  - Will also guide communication
- Assistant Superintendent for Business, Monica LaClair's former District recently went through this process to find solutions to declining enrollment

Next – Superintendent will come up with candidates for consultants

**11. Independent Contract Retainer**

11.01 Approve All Independent Contract Retainer (proposed 8:25)

*Recommended Action:* The Board of Education hereby approves the Independent Contract Retainers in Items 11.02-11.03

Motioned: Trustee Storey

Seconded: Trustee Ratcliff

Result: Unanimous

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

11.02 ICR- Hurley Medical

*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 Hurley Avenue Family Medicine as a mentor in medicine for the period beginning November 2, 2018 to May 30, 2019 at a rate of \$250.00 per stipend, to a maximum of \$250.00, and authorizes the Superintendent to sign such an agreement.

11.03 ICR - Nolan

*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 Kathleen Nolan, MD, MSL as a mentor in environmental science for the period beginning November 14, 2018 to May 29, 2019 at a rate of \$250.00 per stipend, to a maximum of \$250.00, and authorizes the Superintendent to sign such an agreement.

## 12. Consent Agenda

### 12.01 Approve Consent Agenda (proposed 8:30)

*Recommended Action:* The Board hereby approves item numbers 12.02-12.06

Motioned: Trustee Ratcliff

Seconded: Trustee Warren

Result: Unanimous

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

### 12.02 Personnel Agenda

#### EXTRA DUTY STIPENDS

NAME	POSITION	AMOUNT
Burkhardt, Jeannine	AIS Regents Prep (After school 1) Split w/J Morra	\$1,002.00
Burkhardt, Patrick	Track – Winter Assistant Coach Split w/T King	\$1,396.00
Edelman, Lance	Math Club Advisor – HS Split w/ J Morra	\$878.00
King, Thomas	Track – Winter Assistant Coach Split w/P Burkhardt	\$1,396.00
Morra, Jessica	AIS Regents Prep (After school 1) Split w/J Burkhardt	\$1,002.00
Morra, Jessica	Math Club Advisor – HS Split w/ L Edelman	\$878.00

#### APPOINTMENT: NON-INSTRUCTIONAL

#### PROBATIONARY APPOINTMENT

NAME	POSITION/SCHOOL	EFFECTIVE DATE	SALARY STEP	REMARKS
Benjamin, Stewart	FT School Bus Driver	12/5/18 – 6/4/19	15	
*Fisher, Jared	Custodial Worker/District	12/17/18 – 6/16/19	1	Replaces C.Murphy
*Pending pre-employment processing				

### 12.03 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, #12/18, Confidential, as reviewed by Trustee Salem

### 12.04 Approve 2019-2020 Budget Calendar

*Recommended Action:* The Board of Education hereby approves the Budget Calendar for the 2019-2020 School Year

### 12.05 Approve Warrant Schedule

*Recommended Action:* The Board of Education has reviewed and hereby accepts Warrant Schedule 4

### 12.06 Surplus Items

*Recommended Action:* The Board of Education hereby approves the disposal of 44 athletic participation trophies, which are broken and unsafe

**The following was removed from Consent Agenda**

**12.07 SEQRA for West Hurley Building well**

*Recommended Action:* WHEREAS, by resolution dated February 7, 2017, the Board of Education of the Onteora Central School District ("District") entered into a Contract of Sale for the sale of the former West Hurley Elementary School property to Kerry Danenberg (the "Purchaser"); and  
WHEREAS, the Purchaser has advised the District that, as part of its pursuit of governmental approvals for the proposed development of the Property, the Purchaser desires to have access to, and use of, a portion of the Property in order to drill an additional public water supply well on the Property; and  
WHEREAS, the District is desirous of granting a revocable license to the Purchaser (the "Proposed Action") for the purpose set forth above; and  
WHEREAS, the Proposed Action constitutes a routine activity of the District and/or the extension of utility distribution facilities that qualifies as a Type II action set forth in 6 NYCRR Part 617.5 of the implementing regulations of the State Environmental Quality Review Act (SEQRA); and  
WHEREAS, the Proposed Action includes no other potential agencies that have been identified with regard to the Proposed Action; and  
WHEREAS, the Board has considered the information and documentation, which describes the design and intent of the Proposed Action:  
NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Onteora Central School District, based upon the record before it, including the general, specific and detailed knowledge of the Proposed Action and under the applicable standards of SEQRA and 6 NYCRR Part 617.5, hereby determines that:  
a. The Proposed Action is classified as a Type II Action; and  
b. In accordance with Article 8 of the Environmental Conservation Law, the Board is not obligated to conduct any further environmental review of the Project.

**12.08 Approve License and Use Agreement for West Hurley Well**

*Recommended Action:* WHEREAS, by resolution dated February 7, 2017, the Board of Education of the Onteora Central School District ("District") entered into a Contract of Sale for the sale of the former West Hurley Elementary School property to Kerry Danenberg (the "Purchaser"); and  
WHEREAS, the Purchaser has advised the District that, as part of its pursuit of governmental approvals for the proposed development of the Property, the Purchaser desires to have access to, and use of, a portion of the Property in order to drill an additional public water supply well on the Property; and  
WHEREAS, the District is desirous of granting a revocable license to the Purchaser for the purpose set forth above; and  
WHEREAS, the District determined that the granting of a revocable license for such purpose is a Type II action as set forth in 6 NYCRR Part 617.5 of the implementing regulations of the State Environmental Quality Review Act (SEQRA) because it constitutes a routine activity of the District and/or the extension of utility distribution facilities:  
NOW, THEREFORE, BE IT RESOLVED THAT, the Board of Education of the Onteora Central School District approve a revocable license with the Purchaser



under the terms and conditions set forth in the License and Use Agreement annexed hereto as Exhibit "A;" and  
BE IT FURTHER RESOLVED THAT, the Board President is authorized to execute such License and Use Agreement, a fully executed copy of which shall be placed on file with the District Clerk.

Motion to postpone items 10.07-10.08

Motioned: Trustee Storey

Seconded: Trustee Ratcliff

Result: Unanimous

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

**13. Committee Reports - No Committees have met**

**14. New Business**

14.01 The Board will discuss New Business

No New Business to Discuss

**15. Old Business**

15.01 The Board will discuss Old Business

**16. Request For Information**

16.01 Discuss Requests for Information

Trustee Salem requested declining enrollment report- how many left in each grade level by year

**17. Adjournment**

17.01 Adjourn Meeting. Next meeting December 18, 2018 in the MS/HS (proposed 8:40)

*Recommended Action:* The meeting is adjourned at

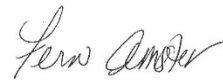
Motioned: Trustee Storey

Seconded: Trustee Osmond

Result: Unanimous

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

Minutes Recorded by Fern Amster,  
District Clerk



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

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## WORKSHOP MEETING

6:00 p.m.

Minutes

**TUESDAY, DECEMBER 18, 2018**

MIDDLE SCHOOL/HIGH SCHOOL

### **1. Opening Items**

1.01 Call to Order 6:00

1.02 Tobacco Policy Statement

1.03 Pledge of Allegiance

1.04 Roll Call

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

Not Present: Trustee Shands, Trustee Ratcliff

### **2. Acceptance of Minutes**

2.01 Acceptance of Minutes (proposed 6:05)

*Recommended Action:* The Board of Education hereby accepts minutes of the December 4, 2018 and December 13, 2018 Board Meetings

Motioned: Trustee Storey

Seconded: Trustee Osmond

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Warren

Not Present: Trustee Shands, Trustee Ratcliff

Now Present:

Trustee Shands arrived at 6:05

### **3. Presentation**

3.01 Athletic Director, Kim Pilla will give an Update on Athletic Program (proposed 6:10 duration 30 min)

- Showed a slide presentation set to music of Onteora athletes
- Booster Club in full swing - have by-laws and financials set up
  - 11 Board members representing all the townships in Onteora
  - Mission is to support athletics and promote school spirit through sports
  - Parent representatives are welcome
- Switching from 11 to 8 man football team
  - Designed for smaller schools in county
  - Modified and varsity will be 8 player
  - Width of field is narrower
- Recognized senior athletes, coaches and outstanding athletes in each sport
- Winter Senior Athletic Recognition Nights: Wrestling-Jan. 16<sup>th</sup>; Boys Basketball- Feb. 5<sup>th</sup>; Girls Basketball- Feb. 14<sup>th</sup>; Spirit team- Feb. 14<sup>th</sup> or 15<sup>th</sup>
- Worked with Olive Rec to create Youth Basketball Night –Feb. 1<sup>st</sup>
- Onteora Athletic Awards Night - May 30<sup>th</sup>

Discussion:

- Have had Mixed Competition Football in past years - allows females to play
- Differences with 8 vs 11 Man Football: 3 man offensive and different formations for defense
  - Field is 40 yards wide instead of 50 yards
  - Compete only with smaller school districts, more like Onteora
- Thanked Ms. Pilla, coaches and all community for dedication to students
- In conversation with Student Government to survey students about Homecoming to get more input

#### 4. Welcome

4.01 HS Principal, Lance Edelman will welcome the Board (proposed 6:40 duration 10 min)

6:50

- Have 25 clubs running with 143 students participating
- Going to use Student Government to promote clubs
- Tonight highlighting Science Olympiad Team – achieve so many awards with 24 students
  - Run practice Monday through Thursday
- Bryan Keenan and Don Bucher are advisors- introduced Bryan Keenan
- Science Olympiad participates in 25 competitions every year- 440 teams in State
  - Students study for college-level science exams, lab events and performance events then go in to compete against other schools
  - Build Event example design a device that will hold a certain amount of weight
- Introduced student James Davis who explained more:
  - Been in Science Olympiad since 7<sup>th</sup> grade – enjoys building
  - Use 3-D Printing – will be in future work force - gives real world skills
    - Pairs older and younger students
  - For students who want to learn more about different areas of science
    - For example: Built an instrument from scratch
- Very difficult to make top 10 – against very competitive schools
  - Top accomplishments – last 4 out of 6 years placed in top 10 in several categories
- Feeder program from Middle School allows program to continue its success

Discussion:

- Required to do all 25 events – team of 15, not more than 7 seniors on team

#### 5. Superintendent District News

5.01 The Superintendent will report District News (proposed 6:50)

- Holiday concerts were wonderful this year – good turn out
  - Thank you to our fantastic music department for the guidance and support that they provide to our students
  - The success of our program is evident in the number of students that participate as well as the skills they display
  - High and Middle School concert videos are on the School websites
- Including in the five week reports will be a letter informing parents of the new protocols that will be in place at the MS/HS when we return from break
  - Have been communicated to students during this week

- Use of bus passes was suspended this year to see if it would increase student participation in afterschool activities and athletics and if it would make it easier for students to support their peers by attending afterschool events and games
  - Found that it generates concerns regarding supervision and safety
- Loading dock entrance has historically been unlocked after dismissal, now will be locked and we will maintain an employee at the desk to monitor the door until the second late bus departs at 5:15
- Any members of the public that want to attend an athletic contest must enter through the gymnasium entrance
- Will be securing hallways after the second late bus departs each day to minimize the ability of visitors to access many areas of the building
- Struggle between welcoming in community and keeping students safe
- New signage now on the entrances to Central Administration, the student entrance by the loading dock and the gymnasium
  - Thank you to Assistant Superintendent for Business, Monica LaClair and Director of Facilities Mr. Mance for making that happen
  - One more sign will be installed once the ground thaws to replace the white wooden sign that is in the lawn area outside the high school
- Met with all three elementary PTAs this month and shared information related to the Board goals
- Will be going to future meetings with updates on our work in this area and budget related updates to review the various projects that are being proposed by the Facilities committee for inclusion in our budget
  - There may be a large number of projects to be funded in different ways
- Assistant Superintendent for Business, Monica LaClair give some information on a few areas that the Facilities Committee is considering proposing so that our parents know about the work we are doing
  - Field Hockey/Baseball Field is an issue due to large amount of rain
    - Cannot fix with in-house staff - waiting for architecture plan
  - Football field - looking to see if it can be used for other sports – problem for soccer – would need to modify field
  - Cross Country track – walked course in spring – needs work –
    - Cannot do with in-house staff- looking to incorporate improvements in 2019-2020 budget
  - Thank you to Facilities Director, Jared Mance for emergency phone at the Emerson Soccer field
    - There is no cell service at the field – nothing we can do
  - Facilities Committee always wants to hear about facilities issues – meetings are open to public
- Providing a presentation on our various programs that address the social emotional health of our students on February 19<sup>th</sup>
  - BOCES has launched a new educational and clinical service program for students that are experiencing a mental health trauma or crisis that puts them at risk for hospitalization, also provides them a transition to acclimate them back into their home district.
- Thank the Elementary Principals for hosting Board classroom visits last week and this week – teachers were very gracious

Lastly, I want to wish everyone a wonderful holiday season. I'm sure everyone will thoroughly enjoy the winter break and we will return ready to take on 2019.

Discussion:

- Students will not be able to leave the building after school
  - No way to account for them once they leave the building

## **6. Board District News**

6.01 The Board will report District News (proposed 6:55)

Trustee Shands reported on Varsity Girls Basketball Spaghetti Dinner - raised some money for Carnival and Coaches vs. Cancer

Trustee Kurnit reported:

- UCSBA meeting– Julie Marlette spoke about things happening at State level
- Attended a webinar on legislative priorities – was beneficial
- Attended all 3 elementary visits – pleasure to see the students with staff
  - Would like to spend more time in one room

Trustee Storey attended the elementary visits – thanked the teachers and administration – good reminder of why we are on the Board

Trustee Salem reported that the Marist Study sent to the Board outlines what drives declining enrollment; District Clerk setting up appointments with legislature to discuss bringing more jobs into the area, fill technology gaps (cell phone service) and education funding

Meet with Mike Hein on voting machines taken away by the county

## **7. Student Representative Report**

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

- Student Government meetings do not have good turn out and are poorly run – very hard to get grades 6-12 at one meeting, usually just 11<sup>th</sup> and 12<sup>th</sup> graders and a few underclassmen
  - Don't understand objective of Student Government
  - Working on by-laws – they change every year
    - Not enough people there to pass by-laws – need 12 votes
- Not running as smoothly as in the past – things aren't getting done
- Don't understand what should be, meetings are not productive

Discussion:

- Discussed ways to help Student Government run more smoothly

## **8. Acknowledge Public Be Heard Comments**

8.01 The Board will acknowledge the public be heard comments from the last meeting  
No comment was made

## **9. Public and Student Comment**

9.01 Public and Students may comment on any agenda or non-agenda item (proposed 7:00 duration 10 min or more)

7:40

Rita Vanacore – Very excited to have Kim Pilla in district– brought school spirit and excitement to school – starts with athletics. Is the president of Imagine Onteora – foundation for school district – now part of Booster Club. Consider possibility that the maintenance of the sports fields should be a separate line in budget – not part of facilities

Heather Roberts – Reiterate the concern for the athletic facilities – and make the football field a multi-use field

The Board took a break at approximately 7:50

## 10. Consent Agenda

### 10.01 Approve Consent Agenda (proposed 7:10)

*Recommended Action:* The Board hereby approves item numbers 10.02-10.09

Motioned: Trustee Shands

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee Shands

Not Present: Trustee Ratcliff

### 10.02 Personnel Agenda

APPOINTMENT: INSTRUCTIONAL

FULL-TIME PROBATIONARY APPOINTMENT

Be it hereby resolved that the Board appoints:

Sam Smith certified in School Counseling, to a 4 year probationary period in the tenure area of School Counselor at a salary of 1MA commencing on 1/14/19 and ending on 1/13/23. Be it further resolved that, to the extent applicable under Education Law Section 3012-d and the accompanying Commissioner's Regulations, in order to be considered for tenure, the above teachers must have received an APPR rating of effective or highly effective in three of the four probationary years and must not receive an ineffective in the fourth year.

#### RESIGNATIONS

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Phillips, Carol	Teaching Assistant/High School	2/1/19	Retirement

#### SUBSTITUTE

NAME	POSITION
Collins, Kaitlin	Uncertified TA – Non-Instructional
Smith, Sam	Certified Teacher

#### EXTRA DUTY STIPENDS

NAME	POSITION	AMOUNT
Bergenson, Erika	Elementary Resource Additional 3 Split w/M.Heekin	\$1,055.50
Heekin, Molly	Elementary Resource Additional 3 Split w/E.Bergenson	\$1,055.50

#### LEAVE OF ABSENCES: NON-INSTRUCTIONAL

EMPLOYEE NUMBER	EFFECTIVE DATE FROM - TO	REASON
2615	11/13/18 – As needed	FMLA Medical

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 START DATE	PERMANENT DATE
Casey, Lisa	Senior Typist	7/1/18	1/1/19

Galuska, Susan	Senior Typist	7/1/18	1/1/19
Tucker, Gina	Senior Typist	7/1/18	1/1/19

### 10.03 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, #12/18, Confidential, as reviewed by Trustee Salem

### 10.04 Abolish Positions

*Recommended Action:* The Board of Education hereby abolishes the following positions: 1.0 FTE ESL and 3.0 FTE Typist

### 10.05 Create Position

*Recommended Action:* The Board of Education hereby creates the following position: 0.6 FTE ESL

### 10.06 Award Bid for Bennett Partition

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the award of the bid for the Folding Partition at the Bennett Elementary School Gym based on the bid documents of November 27, 2018 to the lowest responsible bidder, Tri-State Folding Partition, for the amount of \$78,250.00 and authorizes the Superintendent to sign such an agreement.

### 10.07 Memorandum of Agreement for Medical Director

*Recommended Action:* The Board of Education hereby approves MOA #12182018 regarding the medical director

### 10.08 Contract for Medical Director

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Suellen Elmendorf, as District Medical Director effective January 1, 2019 to June 30, 2019 at a rate of \$9,882.50 to a maximum of \$9,882.50 and authorizes the Superintendent to sign such an agreement.

### 10.09 Appoint Medical Director

*Recommended Action:* The Board of Education hereby approves Other Appointments: Suellen Elmendorf as District Medical Director at \$9,882.50

## 11. Committee Reports

11.01 Audit Committee - Trustee Salem to report. Next meeting is at Central Administration on 3/4/19 (proposed 7:15)

8:00

- Reviewed internal Audit recommendations for risk factors
- Revised Audit Committee Charter

*Recommended Action:* The Board of Education hereby approves the revised Charter of the Audit Committee as attached

Motioned: Trustee Shands

Seconded: Trustee Storey

Result: Unanimous

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

11.02 Facilities Committee - Trustee Storey to report. Next meeting is in the Central Conference Room at 4:00 on 1/7/19

Discussed potential future Capital Projects (See Assistant Superintendent for Business, Monica LaClair's report in Item 5.01)

## 12. New Business

12.01 The Board will discuss New Business

New federal school food regulations – Onteora will maintain same level of high quality ingredients

## 13. Old Business

13.01 The Board will discuss Old Business

Send Shared Decision Making Plan to Board

## 14. Request For Information

14.01 Discuss Requests for Information

Trustee Kurnit asked:

- Why district is not participating in BOCES California trip?
  - Not in a place to take advantage of that –need to follow the Professional Development Plan
  - Will be an ongoing program and when our teachers are ready, they will attend
- Why do you have to give license at each school rather than once for the District?

Trustee Storey asked for each building's staff counts

Trustee Salem asked about Onteora students full time at who BOCES don't get student pictures taken – BOCES do not take pictures

Trustee Osmond asked if we could create a coalition of photographers from community that could take senior pictures to save students money

Discussion: Lifetouch creates the yearbook and subsidizes it

## 15. Adjournment

15.01 Adjourn Meeting. Next meeting January 8, 2019 in the Woodstock School - Happy New Year! (proposed 7:25)

*Recommended Action:* The meeting is adjourned at 8:20

Motioned: Trustee Shands

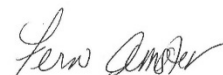
Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee Shands

Not Present: Trustee Ratcliff

Minutes Recorded by Fern Amster,  
District Clerk





# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## REGULAR MEETING

### MINUTES

**TUESDAY, JANUARY 8, 2019**  
**WOODSTOCK SCHOOL**

#### **1. Opening Items**

- 1.01 Call to Order 6:00
- 1.02 Tobacco Policy Statement
- 1.03 Pledge of Allegiance
- 1.04 Roll Call

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

#### **2. Acceptance of Minutes**

- 2.01 Acceptance of Minutes (proposed 6:05)

*Recommended Action:* The Board of Education hereby accepts the minutes of the December 18, 2018 Board Meeting

Motioned: Trustee Shands

Seconded: Trustee Warren

Result: Unanimous

Yea: Trustee Salem, Trustee Kurnit, Trustee Shands, Trustee Warren

Not Present: Trustee Storey, Trustee Osmond, Trustee Ratcliff

Now Present

Trustee Osmond arrived at 6:05

#### **3. Welcome**

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

- Showed videos of 4 events at the schools
  - Students worked with a visiting musician– wrote a song with them
  - Parade in building after hearing the book, “Balloons Over Broadway”
    - Made their own balloon floats
  - Gave Carol Brower a surprise dance party on her last day before retirement
  - Micro-assemblies – Librarian Shelley Savatgy is working with local organizations to come in to work with each grade level (retired teachers, staff, author visits, etc.)
- Bringing in a therapy dog (Tank) – still working out logistical details

#### **4. Superintendent District News**

- 4.01 The Superintendent will report District News (proposed 6:20)

- In the second week with new after-school procedures
  - Thanks to the administrators, staff and students for working through this process together
  - The safety of our students and our facility is one of our main priorities
  - Principals were very thoughtful when they were working on the logistics and planning for this transition

- This is an adjustment for our students, but we are trying to provide options and opportunities while maintaining a safe environment
- Auditions for our musical will be held this week
- Ms. LaClair will be providing a presentation on Capital Projects this evening
  - Presented this to the Facilities Committee last night, and will be scheduling with the PTAs to review it with them
- The Woodstock PTA is advocating for an additional staff member to be assigned to Math AIS in Woodstock
  - Asked Dr. DeLucia to provide the Board with an update on the many initiatives undertaken by the Curriculum and Instructions office

Assistant Superintendent for Curriculum & Instruction, Dr. Jodi DeLucia:

RTI/AIS - Future's Report - Have met every other week with Cabinet since September

- On the agenda at almost every meeting
- Reviewed the NY State Blueprint for Improved Results for Students with Disabilities and New York State's Continuum of Special Education Services for School Age Students with Disabilities
- Reviewed many of our programs as they relate to service delivery
- Discussed the programs that do and do not align with least restrictive environment
- Discussed what service delivery models are being delivered with fidelity
- Will be reviewing the District Response to Intervention Document in the spring
- Thanks to Cindy Bishop, our Director of PPS for her work
- Will be meeting with elementary AIS teachers and administrators to assess the efficacy of our AIS program, delivery models, and the fidelity to the delivery of service
- RTI committee will analyze student numbers, eligibility and exit criteria, models of delivering AIS services, elementary schedules, and professional development for staff to ensure that there is common language and a clear understanding of expectations

Equity and Inclusivity

- Partnership with the NYU MetroCenter's Center for Strategic Solutions to offer professional development on equity and inclusivity work in the Middle and High School
- Thanks to MS Principal Jen O'Connor and HS Principal Lance Edelman
- Kick-off to this work was in September on the Superintendent's Conference Day
- Have had the opportunity to build on our initial work, but need more time, more training, and more opportunity
  - Four more sessions scheduled this year
- Planning to expand this work next year to the elementary buildings

Committees

- A committee of teachers and administrators will meet about Summer Skills Academy
  - Will reflect on the efficacy of the program, and discuss what a highly effective Summer Academy Curriculum might look like
- Professional Development Planning Committee will complete the new Professional Development Plan
  - Current plan expires this June
- Guidance Plan Committee has been meeting and will continue to meet

- Will report to the Board on Feb. 19<sup>th</sup>
- Will be working with K-6 teachers to complete a Mathematics Curriculum Audit, and are planning to complete a facilitated Curriculum Map review over the summer

#### Professional Development

- Every teacher responsible for students that will participate in 3-8 Computer Based Testing will be trained this year by February 19<sup>th</sup>
  - Teachers have the opportunity to explore the online exams, and create opportunities for students to engage in technology
- Literacy Intensives will continue so that every teacher of reading K-6 has the opportunity to build common language and engage in coaching
- Been utilizing the support of an Ulster BOCES Mathematics Specialist to expand on the Dr. Nicki Newton work and to align the work to the shifts in mathematical practices outlined by the New York State Next Generation Mathematics Standards
- Working with a BOCES Science Specialist to build on and expand understanding of the New York State Science Standards, the Inquiry Process, and the Power of Phenomenon in the classroom
- Continuing Growth Mindset work after school, with many teachers participating

#### Discussion:

- Should have been a presentation, but is the prelude to presentation in Feb

### 5. Board District News

#### 5.01 The Board will report District News (proposed 6:25)

Trustee Salem reported that the Board has been taking their tours of the schools in session – they have been illuminating and appreciated

Trustee Warren reported that there is a free workshop at the Woodstock Day School called Transgender 101 at 6:00 on Monday

### 7. Acknowledge Public Be Heard Comments

#### 7.01 The Board will acknowledge the public be heard comments from the last meeting Rita Vanacore, Heather Roberts

### 8. Public and Student Comment

#### 8.01 Public and Students may comment on any agenda or non-agenda item (proposed 6:35 duration 10 min or more)

Natalie Acker-Raymond – Students are not getting as much help as they need. Need another AIS Math teacher at Woodstock

### 9. 2019-2020 Budget Update

#### 9.01 Assistant Superintendent for Business, Monica LaClair will give an update on the 2019-2020 Budget (proposed 6:30 duration 30 min)

##### Capital Projects:

- Specialized Building Code set by State Education Department (SED) and prevailing wages drives up the cost of school construction (as compared to private construction)
- Maximum \$750,000 currently in draft budget for projects
  - Field Hockey Field/Baseball Field Drainage

- HS Doors/Security Entrance
  - Alternates to the Press Box/Bleacher Project
- Repair Reserve very limited in scope
  - Requires a Public Hearing
  - Requires approval of 2/3 of the Board of Education
  - Not eligible for Building Aid
- Repair Reserve Potential Projects
  - Repointing Bricks
  - HS Roof
  - Drainage under the Track and Football field
  - Modifications to field to allow for uses other than football
  - Estimated cost up to \$1 million
- Capital Project Funding Options
  - Capital Reserve – outside of budget and reserve
    - \$6.1 million currently in Capital Reserve account
  - Bonding
    - Debt from Bennett project payments ending in 2022-2023
    - Replacing current debt would keep Building Aid payments stable
    - Allows us to hold on to Reserve to use for future planning
  - Both Require Voter Approval
- Capital Project Components
  - ADA Commitment Letter to State Education Department for projects
    - Approx. \$1.1 Million
    - HS/MS Bathrooms
    - HS/MS Locker Rooms
    - Still to be determined
  - Replacing Bennett Roof (partial)
    - Approximately \$1.0 Million
  - Incorporating new requirements for a school building roof project
- Debt and Building Aid
  - Little less than half the debt is covered by building aid
  - Additional debt brings additional aid
- Summary
  - In 2019-2020 Budget
    - FH Field/Baseball Field
    - Doors
    - Lower Level Safety
  - Repair Reserve
    - Repointing Bricks
    - MS/HS Roof
    - Drainage Lining Repair
  - ADA Capital Project
    - Commitment Letter to SED
    - MS/HS Locker rooms
    - MS/HS Bathrooms
    - Bennett Roof (partial)

## Discussion:

- Science Room bids come in tomorrow

- Tax cap is effected because you can take out the where the debt is higher than the aid and taxpayers have to pay
- Capital Project work – hoping for on ballot this spring
- 2020 is the next building condition survey – using one from 2015
- MS & HS locker rooms boys and girls will be brought up to ADA compliance

## 6. Student Representative Report

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

#### Association of Student Government

- Correction in statement made at the last meeting - have a simple majority established
- Problem to get the attendance to conduct a simple majority – 4 people at the meeting today – need 8 or more
- Last meeting they voted that no quorum was needed temporarily
- Have not had a 2/3 majority yet at a meeting– will keep working on bylaws – have some from other schools
- Working with Google Docs and group chat for better communications

#### National Honor Society

- A productive fall semester serving community
  - Students did warm weather gear drive for Family of Woodstock
  - Blood drive successful
  - Spearheaded “Helping Hand” – purchased gift cards for families in need
  - Kicking off “Canuary” campaign – collecting can goods for Reservoir Food Pantry
  - February collecting items for victims of domestic violence in shelters
- Planning Quiz Bowl for the spring– redesigned as Bennett Family Fun Night and was well received

#### Philosophy Club

- Accepting submissions for academic journal
- Club is trying to build interest in the journal, similar to magazine and school newspaper

#### Brought copies of the “Talon” – school newspapers

#### New After School Rules

- Students are complaining that they are too strict

#### Discussion:

- The Board offers their encouragement to keep going with Student Government
- 2 issues of School newspaper so far
- After school rules – use Student Government
  - Perfect thing for Student Government to “negotiate” with Principal
  - No penalty for sharing a thoughtful and important opinion
  - Board members feel students did not hear the reasons and were not given an opportunity for input
  - Need to find middle ground in the future not so extreme
  - Make decisions collaboratively with students, not top-down

## 10. Discussion & Possible Action

### 10.01 ICR - Goldin

*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 David Goldin as a mentor in Art & Design for the period beginning December 17, 2018 to May 31, 2019 for a stipend in the amount of \$250.00 and authorizes the Superintendent to sign such an agreement.

Motioned: Trustee Shands

Seconded: Trustee Osmond

Result: Unanimous

Yea: Trustee Salem, Trustee Kurnit, Trustee Shands, Trustee Warren, Trustee Osmond

Not Present: Trustee Storey, Trustee Ratcliff

#### 10.02 Donation from Clark Patterson Lee

*Recommended Action:* The Superintendent recommends acceptance of a donation totaling \$100.00 CASH, from Clark Patterson Lee to support the Onteora School Lunch Fund.

The Superintendent recommends approval to increase the 2018-2019 budget line C2860.431-10 (Supplemental) by \$100.00

Motioned: Trustee Shands

Seconded: Trustee Warren

Result: Unanimous

Yea: Trustee Salem, Trustee Kurnit, Trustee Shands, Trustee Warren, Trustee Osmond

Not Present: Trustee Storey, Trustee Ratcliff

#### 10.03 Donation from Alliance Energy

*Recommended Action:* The Superintendent recommends acceptance of a grant donation totaling \$500.00 CASH, from Alliance Energy, LLC / Exxon Mobil Corporation to support the Onteora Middle/High School STEM program.

The Superintendent recommends approval to increase the 2018-2019 budget line A2110.431.10 (Supplemental) by \$500.00

Motioned: Trustee Shands

Seconded: Trustee Warren

- Olive Country Store put the school district name in for this grant

Result: Unanimous

Motioned: Trustee Shands

Seconded: Trustee Warren

Result: Unanimous

Yea: Trustee Salem, Trustee Kurnit, Trustee Shands, Trustee Warren, Trustee Osmond

Not Present: Trustee Storey, Trustee Ratcliff

#### 10.04 Discuss Revising the Code of Conduct (proposed 7:05 duration 30 min)

Superintendent Victoria McLaren:

Considering prohibiting banning swastika and confederate flag except when used for instructional purposes

- At first determined that banning it was not the first solution
  - The Board passed a resolution denouncing the flag

- Began with creating a committee that provided input on some of the work that needed to be done to create a more tolerant and accepting environment for our students
  - One committee member volunteered provide lessons at the primary level based on the Southern Poverty Law Center Teaching Tolerance curriculum
  - Recognized that instructional staff need tools in dealing with these very difficult and polarizing conversations
    - Began equity and implicit bias work with the staff at the Middle/High School this school year, and plan to roll it out more widely next year to elementary staff
- Been looking at our student body and how it has changed over the years
  - Student population is less affluent and more diverse
    - Still overwhelmingly white, which creates a significant imbalance of power
- In Onteora, the individuals that are in the minority are so extremely in the minority, that an open forum to allow all opinions to be expressed so that everyone could hear and understand the many viewpoints on the issue may not be successful
  - Those that are so disproportionately out-numbered cannot feel free to express opposing viewpoints
- Being a small rural District the staff is able to make personal connections with the students but if students know that nothing will be done if they express their frustration and intimidation, they may choose to remain silent
- The presence of the confederate flag is intimidating to some of the students, and causes them to be unable to focus on instruction
  - While they may not speak up, they should be protected
- Based on these thoughts, I am in support of amending the Code of Conduct to prohibit both the confederate flag and the swastika from our school except for the purposes of instruction
- At the next Board meeting there will be a hearing to give the public a chance to comment on the proposed change to the Code of Conduct
  - Then the Board can discuss and approve the Code of Conduct

Discussion:

- Board is grateful for the support of the Superintendent
- Board did resolution last year as to how they felt because were told that cannot ban the confederate flag
  - Guidance has not changed – disruption to educational environment looks different at Onteora – not an outward symptom as at other places

## 11. Consent Agenda

### 11.01 Approve Consent Agenda (proposed 7:35)

*Recommended Action:* The Board hereby approves item numbers 11.02-11.03

Motioned: Trustee Shands

Seconded: Trustee Osmond

Result: Unanimous

Yea: Trustee Salem, Trustee Kurnit, Trustee Shands, Trustee Warren, Trustee Osmond

Not Present: Trustee Storey, Trustee Ratcliff

## 11.02 Personnel Agenda

### LEAVE OF ABSENCES: INSTRUCTIONAL

NAME	EMPLOYEE NUMBER	EFFECTIVE DATE FROM - TO	REASON
Goho, Colette	3235	11/27/18 – 3/31/19	Extend Unpaid Parental Leave

### SUBSTITUTE

NAME	POSITION
Phillips, Carole	Certified TA

### TEMPORARY APPOINTMENT: INSTRUCTIONAL

NAME	POSITION/SCHOOL	EFFECTIVE DATE FROM - TO	REMARKS
Bachor, Margaret	School Nurse /District	10/1/18 – 1/11/19	Extend appointment
Weidner, Sandra	Business Teacher/High School	9/5/18 – 3/29/19	Extend Leave Replacement

### EXTRA DUTY STIPENDS

NAME	POSITION	AMOUNT
Wall, William	Weightlifting Advisor (1/14/19 – 3/8/19 8 weeks)	\$1,414.67

### LEAVE OF ABSENCES: NON-INSTRUCTIONAL

EMPLOYEE NUMBER	EFFECTIVE DATE FROM - TO	REASON
3239	09/21/18 – 1/22/19	Extend Unpaid Medical

### APPOINTMENT:

#### NON-INSTRUCTIONAL – PART-TIME

NAME	POSITION/SCHOOL	EFFECTIVE DATE	PAY RATE	REMARKS
Collins, Kaitlin	School Monitor/District	1/9/19	Step 1	

## 11.03 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, #1/19, Confidential, as reviewed by Trustee Kurnit

## 12. Committee Reports

12.01 Facilities Committee - Trustee Kurnit to report in absence of Trustee Storey. Next meeting is in the Central Conference Room at 4:00 on 2/25/19

- Discussed approved capital work status – Bennett partition, science lab, press box and bleachers
- Discussed possibly having an electric charging station, but no long range plan as where it would be in the District
- Short tour of Bennett School looking at areas of interest

### Discussion:

- Clarification of what the issue is with multiple uses of football field
  - Need to employ architects and engineers to do a ground study– once assessment is done will know more
  - Sports fields are based on MHAL recommendations – must have certain dimensions and access
  - Being discussed with serious intention
  - Have looked into the idea of lighting the field – very expensive



**13. New Business**

- 13.01 The Board will discuss New Business  
No new business was discussed

**14. Old Business**

- 14.01 The Board will discuss Old Business  
No old business was discussed

**15. Request For Information**

- 15.01 Discuss Requests for Information  
Trustee Shands asked if it is feasible to put a student lounge in for students

Trustee Kurnit asked:

Nurse Practitioner – will still be a school nurse- how will those duties be handled?

- Trying it out – must work for both parties

Some autistic students in district, some out of district, can we do more in-house, like the former ASPIE program?

- Need concentration of students at same grade level with same level of needs
  - Don't have critical mass to build program

When someone leaves the District, are they part of the hiring committee for their replacement?

- Usually have someone in a like-capacity on committee
- People are chosen by the unions

**16. Adjournment**

- 16.01 Adjourn Meeting. Next meeting January 22, 2019 in the Bennett School (proposed 7:45)

*Recommended Action:* The meeting is adjourned at 7:20

Motioned: Trustee Shands

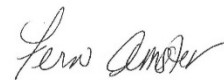
Seconded: Trustee Osmond

Result: Unanimous

Yea: Trustee Salem, Trustee Kurnit, Trustee Shands, Trustee Warren, Trustee Osmond

Not Present: Trustee Storey, Trustee Ratcliff

Minutes Recorded by Fern Amster,  
District Clerk



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

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## WORKSHOP MEETING

6:00 p.m.

**TUESDAY, JANUARY 22, 2019**

**BENNETT SCHOOL**

## MINUTES

### 1. Opening Items

1.01 Call to Order 6:00

1.02 Tobacco Policy Statement

1.03 Pledge of Allegiance

1.04 Roll Call

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

Not Present: Trustee Ratcliff

### 2. Public Hearing

2.01 The Board of Education President will open the hearing on revising the Code of Conduct to ban the confederate flag and swastika

Added language to Attachment C Prohibited Conduct: "Using, wearing, depicting, possessing or displaying a swastika, or the Confederate flag or its likeness, except when they are used as part of the curriculum and approved by a teacher or administrator"

Tony Fletcher- supportive of this, would hope students would not bring these items into school. Recounted incident where horrific events occurred that were related to the Confederate flag and soon after saw a student wear Confederate flag on fingernails - that will be disruptive to students of color; in India the swastika is a symbol of religion

Jeff Bailey - Full support of measure. Anything but the kindness, thoughtfulness and safety of educational place should be eliminated. These symbols have no necessity here.

Elaine Conroy- Teacher in the HS - Oppression looks like: student of color in class sees a student wearing a confederate flag on their fingernails, on book, etc. and they don't know if they can speak up and be heard because they are so in the minority. Much more comfortable to explain why this was passed than why it failed.

Snedha Kapadia - Parent at Onteora, business owner, person of color, grew up in the south and is an attorney. Fully support measure – has taken too long.

Lisa Phillips – As journalism professor, would err on side of freedom of speech, but is very concerned about the prominence of the Confederate flag in the HS. Daughter has reported that it is on notebooks, belt buckles, etc. Wish we didn't need ban, want to hear more about how educators and Superintendent came to this

Stephanie Gindele – not debatable that the symbols have been used with violent acts. Her children are children of color and spend time in school wondering if the student with a Confederate flag t-shirt will harass them or go to a black church and shoot it up

Now Present:

Trustee Ratcliff arrived at 6:05

**2.02 Close Hearing of the Code of Conduct**

*Recommended Action:* The Board of Education hereby adopts the Code of Conduct with revisions.

Motioned: Trustee Shands

Seconded: Trustee Osmond

- Attorney's opinion has not changed – it is against the first amendment
- Board is here for all the students – to be sure they are safe, secure and supported
- Objective truth is that the Confederate flag was conceived as a symbol that people can own other people
- Students don't know the intent of students wearing the Confederate flag – that is a disruption of education
- Student Rep is in support of ban, does not know of any students that would object to it
- Voted to support freedom of speech through a resolution, but it didn't work
- Need to correctly teach the purpose of the Confederate flag
- This is Board of Education and Administration job – don't let the students decide everything – need to make the school a safe place for everyone to learn
- Give teachers the authority and expect them to enforce it
- Since the Confederate flag is not banned, do not know how many times the flag has been seen
- Students need to be taught that these kind of symbols depict hatred and should not be in school
- Hope to educate everyone to white privilege– a mindset to majority

Result: Passed

Yea: Trustee Salem, Trustee Osmond, Trustee Kurnit, Trustee Shands, Trustee Ratcliff, Trustee Warren

Nay: Trustee Storey

**3. Executive Session**

3.01 Enter executive session (proposed 6:25 - or whenever hearing is finished- duration 30 minutes)

6:45

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

Motioned: Trustee Shands

Seconded: Trustee Osmond

Result: Unanimous

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

3.02 Exit Executive Session and Return to Public Session (proposed 6:55)

*Recommended Action:* Motion to exit executive session and return to public session at 7:04

Motioned: Trustee Osmond

Seconded: Trustee Ratcliff

Result: Unanimous

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

**Motion to Change agenda**

Motioned: Trustee Shands

Seconded: Trustee Ratcliff

Result: Unanimous

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

**8. Student Representative Report**

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

Read letter from Mr. Colevas to make clear some confusion

*Student Government is having difficulties for these reasons:*

1. *Cannot find time to meet with a group of 17 people, all with different schedules and when meetings are scheduled, attendance is low*
    - a. *Not all students understood that when they ran for Class Officer, they would be part of Student Government*
    - b. *Students don't want to miss class/clubs/athletics, or teachers won't dismiss them*
  2. *Difficult to take another school's bylaws and make them our own*
    - a. *Model set out by the Board is unique and logistics of the policy do not work*
  3. *Scheduled a meeting on Saturday to write constitution and bylaws and address some business*
  4. *Continue to empower students– real empowerment takes time – maybe in 5 years will work*
    - a. *Agree the Student Government is vital*
- Brought the newest edition of The Reservoir - HS literary magazine published this week – on sale for \$5
    - Great way to spread the creative talents students have to offer
  - Have been talking about after school rules – Student Government will address at Saturday meeting

Discussion:

- Inappropriate for Satch to read Mr. Colevas letter
- Consider Satch a colleague of Board
- Appreciate unflinching honesty

**4. Acceptance of Minutes**

4.01 Acceptance of Minutes (proposed 6:55)

*Recommended Action:* The Board of Education hereby accepts the minutes of the January 8, 2019 Board Meeting

Motioned: Trustee Ratcliff

Seconded: Trustee Storey

Result: Unanimous

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

**5. Welcome**

5.01 Bennett Principal, Gabriel Buono will welcome the Board (proposed 7:00 duration 10 min)

- Display of art work in front of school is from art teacher Roberta Ziembra partnering with teachers in studies of Egypt, as per Common Core
- Sending Library Media Specialist Robin Renahan to Institute of Writing Comics
  - Will teach lessons of graphic novels
- Third quarter starts new after-school program by teacher Joan Mayone called “Loser’s Club” - after the book by the same name
  - Many students have signed up
- Building Level Shared Decision Making Team came up with idea to have day of workshops for students called “Greater Sense of Self” – surveyed students
  - Mindfulness activity, growth mindset activity, hike, indoor snow ball fight
  - End of March

## 6. Superintendent District News

### 6.01 The Superintendent will report District News (proposed 7:10)

- Thanks to the Director of Transportation, who wakes up way before dawn when there is a forecast that is inclement
  - Thanks to all of the drivers that safely transport students around the very large district in changing conditions
- Last week we spent some time planning for the next session of Equity and Implicit Bias work at the secondary level
- There was training for classroom teachers and teaching assistants for the computer based testing for ELA and Math for grades 3-8 for this spring
- At the end of this week, our Instructional Cabinet will be viewing a webinar for a culture and climate survey.
  - Can be purchased through BOCES
  - Currently both New Paltz School District and Ulster BOCES are using this survey

### 6.02 The Superintendent will present Enrollment Projections and History (proposed 7:15 duration 15 min)

- Enrollment projection report is now from a different company
- Shandaken, Olive and Hurley lowered in population but number of housing units increased
  - Woodstock has lost almost 100 housing units, but population stayed the same
- Leveling out in K-6 with 80 students per grade
  - Still fluctuation at HS – in 2024 9<sup>th</sup> - 99 10<sup>th</sup> – 86 11<sup>th</sup> - 134
- District enrollment will stabilize at about 80 students per grade level, unless something changes

#### Discussion:

- Cornell University Applied Data online – shows enrollments in all neighboring districts – will send link to District Clerk
- The stabilization is based on trends and live birth data
- Housing unit loss in Woodstock due to 2<sup>nd</sup> home owners? Air B & B?
- Live birth is by resident zip code
- More effort to build something, “Build it and they will come.”
  - Could add to population by letting people know the kind of job the District is doing
  - Use exit interviews to find out why people leave District

**7. Board District News**

7.01 The Board will report District News (proposed 7:30)

Trustee Storey reported that the 10<sup>th</sup> anniversary of the Modified Wrestling Tournament in memory of long time PE teacher, Joe Freidel is on Saturday

- Over 100 wrestlers from around the area

Trustee Kurnit reported that meetings with legislators have been beneficial

- This Thursday UCSBA meeting is with NYS legislators

Trustee Salem reported:

- Meetings with legislators been encouraging
- Finished building tours - thank teachers, principals, Assistant Superintendent for Curriculum & Instruction and Superintendent
  - Very impressed by MS Student Government – active group

**9. Acknowledge Public Be Heard Comments**

9.01 The Board will acknowledge the public be heard comments from the last meeting  
Natalie Acker-Raymond

**10. Public and Student Comment**

10.01 Public and Students may comment on any agenda or non-agenda item (proposed 7:40 duration 10 min or more)

No comment was made

**11. 2019-2020 Budget Update**

11.01 Assistant Superintendent for Business, Monica LaClair will give an update on the 2019-2020 Budget (proposed 7:50 duration 15 min)

7:45

Fund Balance

- Been able to keep 20-30% of budget in fund balance
  - Helps keep district working while waiting for taxes in September
- Increased assigned fund balance for transfer to capital
- Unassigned – 4% can be used to fund emergencies
- Use Repair Reserve and Capital Reserve – will decrease fund balance to 21%
- Have a good credit score, so get low interest bonds
- Reduce assigned fund balance in coming years

State Aid

- State Aid is based on expenses
  - 2019-2020 aid is based on estimates for spending in 2018-2019 school year even though only half way through year, projection is high
- High Cost Aid (Special Ed) projection says 14 private school students but actually have 7 private school students
- Legislative budget comes out in March and is a little more accurate
- BOCES aid works the same - get aid from BOCES or from the State
- Building Aid has effect on projection because of work just finished – have not paid all bills so not a true projection of cost
  - \$9.4 million from Governor's budget, increase of \$275,000 but actual aid almost \$100,000 less
  - Biggest gain is building aid

- If don't get in building aid, get in taxes – use capital exemption in tax cap calculation
- Budgeting \$75,000 for State Aid
- Foundation aid is the only aid not based on expenses, got \$17,000

## Discussion:

- State has formulas to determine number of students in High Cost Aid
- Onteora revenue is 80% taxes and 20% aid
- Still working on closing the projects so building aid increases
  - Dept. of Labor has a case against one of our vendors
- Foundation Aid: law suit caused formula to be frozen due to Gap Elimination – held harmless at that time, but enrollment is down since then – should have received less State aid and other districts should have gotten more
- Reduce assigned fund balance means to reduce expenses and find areas historically over budgeted- allows you to free up what you have assigned to a reserve

**12. Discussion & Possible Action**

12.01 Approve New Members of the Professional Development Committee (proposed 8:05)

*Recommended Action:* The Board of Education hereby approves the membership of the Professional Development Committee as listed below.

Name	Building	Position
Jodi DeLucia	Central	Asst. Supt. For Curriculum & Instruction
Gabriel Buono	Bennett	Principal, President OAA
Jeannine Burkhardt	HS	Math teacher
Jane Wolfrom	Phoenicia	Grade 2 teacher
Laura Loheide	HS	English Teacher, ELA Coordinator 7-12
Brigid Kelly	Bennett	Special Education teacher
Doreen Erlwein	Bennett	Grade 5 teacher
Corey Cavallaro	MS	Social Studies teacher
Megan Frandino	MS	Special Education teacher
Lori Matteson	MS	Special Education teacher
Lance Edelman	HS	Principal
Pam Ciaccio	Phoenicia	Special Education teacher
Cynthia Bishop	Central	Director of Pupil Personnel Services
Jennifer O'Connor	MS	Principal
		Teaching Assistant
		Parent Representative
Dr. Robin Jacobowitz		SUNY New Paltz

Motioned: Trustee Shands

Seconded: Trustee Ratcliff

- No representatives from Woodstock on committee
  - Union assigns members
  - Had people from Woodstock that have resigned
- Trying to still get teachers, parents and a teaching assistant
  - May come back with more members
  - State regulations dictate who should be on committee and that unions choose people
  - Meet 4-6 times

- Rolling 5 year plan – can update annually
- Must send plan and professional development providers to State

Result: Unanimous

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

#### 12.02 Donation from Community Foundation

*Recommended Action:* The Superintendent recommends acceptance of a donation totaling \$1,955.00, CASH, from the Community Foundations of the Hudson Valley to be awarded to Bennett Intermediate School for the grant entitled, "I want my Mummy!"

The Superintendent recommends approval to increase the 2018-2019 Budget line A2110.431.03 (Supplemental) by \$1,955.00

Motioned: Trustee Shands

Seconded: Trustee Storey

Result: Unanimous

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

#### 12.03 Donation - Lifetouch

*Recommended Action:* The Superintendent recommends acceptance of a donation totaling \$306.00 CASH, from Lifetouch National School Studios to support PBIS at the Woodstock Elementary School.

The Superintendent recommends approval to increase the 2018-2019 Budget code A2110.431-07 (Supplemental) by \$306.00

Motioned: Trustee Shands

Seconded: Trustee Storey

- Group that is the student photographer

Result: Unanimous

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

#### 12.04 Donation - Art Supplies

*Recommended Action:* The Board of Education hereby approves the donation of various art supplies for the art teachers from Robert Selkowitz

Motioned: Trustee Shands

Seconded: Trustee Kurnit

Result: Unanimous

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

#### 12.05 ICR - Scherry

*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 Cynthia Scherry as a Colonial Trade Fair Consultant to the 4th Grade Team for the period beginning January 10, 2019 to May 31, 2019 at a rate of \$50.00 per hour to a maximum of \$3,200.00 and authorizes the Superintendent to sign such an agreement.

Motioned: Trustee Storey



Seconded: Trustee Osmond

Result: Unanimous

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

### 13. Consent Agenda

#### 13.01 Approve Consent Agenda (proposed 8:10)

*Recommended Action:* The Board hereby approves item numbers 13.02-13.08

Motioned: Trustee Shands

Seconded: Trustee Storey

Result: Unanimous

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

#### 13.02 Personnel Agenda

##### APPOINTMENT: NON-INSTRUCTIONAL

##### PROBATIONARY APPOINTMENT

NAME	POSITION/SCHOOL	EFFECTIVE DATE	SALARY STEP
*Brower, Alison	Registered Professional School Nurse/Phoenicia	1/23/19 – 9/22/19	1
*Pending Pre-employment Processing			

##### EXTRA DUTY STIPENDS

NAME	POSITION	AMOUNT
McCarthy, Victoria	Musical Director	\$3,984.00
Rondeau, Brittany	Musical Coordinator	\$498.00
Rondeau, Brittany	Musical Vocal Coach	\$1,162.00
Rondeau, Brittany	Production Account Manager	\$530.00

##### APPOINTMENT: NON-INSTRUCTIONAL

##### PROBATIONARY APPOINTMENT

NAME	POSITION/SCHOOL	PROBATIONARY PERIOD	SALARY STEP	REMARKS
Bennett, Joshua	Groundskeeper II/District	2/6/19 – 8/5/19	1	Extended Probation

##### LEAVE OF ABSENCES: NON-INSTRUCTIONAL

EMPLOYEE NUMBER	EFFECTIVE DATE FROM - TO	REASON
2299	1/10/19 – 1/22/19	Paid Administrative

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 START DATE	PERMANENT DATE
Kight, Heather	Registered Professional Nurse	8/1/18	2/1/19

##### SUBSTITUTE

NAME	POSITION
Hagan, Laura	Non-Instructional
Phillips, Carole	Clerical

#### 13.03 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, #1/19, Confidential, as reviewed by Trustee Kurnit

13.04 Financial Report - October

*Recommended Action:* The Board of Education has reviewed and hereby accepts the Financial Report for October 2018

13.05 Financial Report - November

*Recommended Action:* The Board of Education has reviewed and hereby accepts the Financial Report for November 2018

13.06 Warrant Schedule 5

*Recommended Action:* The Board of Education has reviewed and hereby accepts Warrant Schedule 5

13.07 Surplus Books

*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 attached list of Library Books from the Middle High School as surplus and authorizes the sale or disposal of these books.

13.08 Stipulation of Settlement

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Stipulation of Agreement between the District and employee #01222019

**14. Committee Reports**

14.01 Health & Wellness Committee - Trustee Shands to report. Next meeting is in the Central Conference Room at 4:00 on TBD  
Will report next meeting

**15. New Business**

15.01 The Board will discuss New Business  
No New Business was discussed

**16. Old Business**

16.01 The Board will discuss Old Business

- Board should send a resolution to the legislators that the Board of Elections in Ulster is the only one in the State not allowing school districts to use machine
  - Vote machines may be used by the county for the county executive election – depends on the date the current executive is confirmed by NY Senate
    - This year, resigned to use paper ballots
    - May effect calendar for 2019-2020, since Board of Elections wants to use school districts for election day
      - Would schedule staff development day

**17. Request For Information**

17.01 Discuss Requests for Information  
No discussion occurred

**18. Adjournment**

18.01 Adjourn Meeting. Next meeting February 5, 2019 in the Phoenicia School (proposed 8:20)

*Recommended Action:* The meeting is adjourned at 8:20

Motioned: Trustee Shands

Seconded: Trustee Storey

Result: Unanimous

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

Minutes Recorded by Fern Amster,  
District Clerk



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

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

REGULAR MEETING

6:00 p.m.

MINUTES

**TUESDAY, FEBRUARY 5, 2019**

**PHOENICIA SCHOOL**

## **1. Opening Items**

1.01 Call to Order 6:00

1.02 Tobacco Policy Statement

1.03 Pledge of Allegiance

1.04 Roll Call

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

Not Present: Trustee Shands, Trustee Warren

## **2. Acceptance of Minutes**

2.01 Acceptance of Minutes (proposed 6:05)

*Recommended Action:* The Board of Education hereby accepts the minutes of the January 22, 2019 Board Meeting

Motioned: Trustee Ratcliff

Seconded: Trustee Storey

Result: Unanimous

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

Not Present: Trustee Shands, Trustee Warren

## **3. Welcome**

3.01 Phenicia Principal, Linda Sella will welcome the Board (proposed 6:10 duration 10 min)

- New nurse, Alison Brower, getting acclimated to working with young children
- Assistant Superintendent for Business, Monica LaClair was Mystery Reader
  - Read to students during lunch to promote literacy
- Shout out to Director of Food Services, Chris Downs, who provided healthy snacks for kids on 2 hour delay
- Valentine's Day party – inviting kindergarten and 1<sup>st</sup> grade children
  - In past only have with 2<sup>nd</sup> and 3<sup>rd</sup> grade
- Feb 19-22 is Spirit Week – related to PBIS program
  - Through data collection found that January and February attendance is low, so created a week to improve attendance and has worked
- 100 day celebration – celebrate 100 days of teaching and learning – whole school event including parents
- Started map assessment to inform teaching
- Getting ready for Computer Based Testing

## **4. Superintendent District News**

4.01 The Superintendent will report District News (proposed 6:20)

- Delay, early dismissal and snow days interruptions to our schedule have upset a number of plans

- Will reschedule the District SDM meeting from last week
  - Discussing choosing a consultant to help us with our long range planning process
- Met with the Town Supervisors, with the Director of Facilities, for the second time this year
  - Provided them with an update on our budget process
  - Discussed the projects we are proposing
- Met with the Phoenicia PTA last night to review our budget status and the capital projects that we are contemplating in conjunction with the budget
  - Staying in touch with the PTAs this year to share budget progress and long term plan process
- Instructional Cabinet viewed a web based demo of the Panorama Survey tool on school culture that is available through a BOCES coser last week for students, staff and family, and a Social Emotional Learning survey that is for students and staff
- West Hurley buildings sale- Director of Facilities is working on getting the remaining items still housed in those buildings onto the on-line auction website for sale
- The food service program is no longer utilizing plastic straws – they are using paper straws in the K-3 buildings and in the other buildings they are available upon request
- School Lunch Manager and Assistant Superintendent for Business will be attending a workshop on composting food waste to see if that is something that would be viable for us
- Snow day or delay notifications from the Onteora App are in English and Spanish
  - If Infinite Campus indicates that your home language is Spanish your text notification or call will be in Spanish
  - If you use the website as your source of information, the notice will appear in whichever language you have set as your preference
- Community basketball event last Friday at the Varsity Boys basketball game
  - The Olive Youth basketball program came in and participated in some relays during halftime
  - The Booster Club had a good variety of food available that seemed to be selling well
- There was a fire alarm in the bus garage last night due to an outlet malfunction- no damage other than the outlet which needs to be replaced

## 5. Board District News

### 5.01 The Board will report District News (proposed 6:25)

Trustee Storey reported on the Freidel Wrestling Tournament - was well attended and a good deal of teams participated; raised a good deal of money

Trustee Kurnit reported:

- UCSBA Meeting
  - Trying to set up streaming meetings live that can be accessed on the web
  - Legislators came to the meeting- Senator Seward, Senator Metzger,

- Representative Valle, Assemblyman Cahill, Assemblyman Jacobson
- Announced State budget problems
- Capital Conference has 7 people from Ulster committed to attend
  - Good to be in front of legislators all the time
  - Trying to generate more interest in UC School Boards

## **6. Student Representative Report**

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

- Mr. Colevas asked him to read statement because too long for Public Be Heard
- Important points discussed today:
  - Constitution has been typed up, but not complete – language to be formalized and ordered logically – then will present to Board
  - Peace and Reconciliation assembly – after school forums for issues at school, such as Confederate flag ban
  - Set up anonymous survey about Confederate flag
  - Want a Student Lounge – a place for students to have alone time

## **7. Acknowledge Public Be Heard Comments**

7.01 The Board will acknowledge the public be heard comments from the last meeting  
No one spoke at the last meeting

## **8. Public and Student Comment**

8.01 Public and Students may comment on any agenda or non-agenda item (proposed 6:35 duration 10 min or more)  
No comments were made

## **9. 2019-2020 Budget Update**

9.01 Assistant Superintendent for Business, Monica LaClair will give an update on the 2019-2020 Budget (proposed 6:45 duration 30 min)

- Tax Cap is due March 1<sup>st</sup>
- Tax base growth factor has increased– brick and mortar growth within district
- No more carryover – when didn't meet tax cap, have carryover
- CPI is greater than 2%
- Don't have exact number on PILOTs
- Max allowable levy at 2.36% increase
- Tax levy and tax rate
  - Levy is what we collect, tax rate is decided after assessments are done,
  - Tax rate is well below any other school district in Ulster County, has been for last 3 years
- Looking at 3.8% increase in expenses
  - Biggest expenses: employee benefits, transportation, debt service
  - Debt service- pay off bus, add it to tax cap calculation
- \$750,000 transfer to capital – adjusting how it will be expended
  - Science lab came in above projection – add money there, pull out baseball/field hockey work and put in budget
  - If budget doesn't pass, over \$500,000 left over in Capital Fund can be used by the Board for current projects

- Science lab –needs to be redesigned and rebid- came in over \$500,000
- Repair reserve – ADA capital project (separate proposition)
- Projected gap \$4.2 million, subtract appropriated fund balance is \$936,000
- Won't have health insurance information until March
- Don't have transportation contract for 2019-2020
  - If did RFP, would be higher than current contract
- Don't know Special Education needs
- Staff retirements – Teachers must decide by March 1<sup>st</sup>
- Will have transportation at next meeting, but no other information until March

Discussion:

- Not sure about bidding transportation contract- will have conversation with Superintendent and Transportation Director
- Health benefits – based on estimated health insurance number
  - If teachers retire, employee line will decrease, but insurance will go up
  - Pay 100% health insurance of retiree and 80% of new employees
- Lights for the field estimate was \$750,000
- Science Lab will get done summer of 2020
  - Put floor back so can be used as classroom space

Now Present

Trustee Warren arrived at 6:30

## 10. Discussion & Possible Action

### 10.01 Approve Science Lab Agreement

*Recommended Action:* WHEREAS the Onteora Central School District is situated within Ulster County or the 103rd assembly district of the State of New York;

AND WHEREAS the Onteora Central School District has agreed to participate in the Science Lab Initiative II, which aims to encourage scientific curiosity and creativity, build student interest in science, and promote science education in elementary schools in the 103rd Legislative Assembly District and Ulster County through the creation of state-of-the-art science labs;

AND WHEREAS the Science Lab Initiative II will allow school districts to purchase equipment toward the creation of such a science lab, and funds can be used for the purchase of science-related equipment;

AND WHEREAS The Benjamin Center at SUNY New Paltz will coordinate this effort and be the liaison to all school districts;

AND WHEREAS The Benjamin Center at SUNY New Paltz is responsible for purchasing all equipment related to the Science Lab Initiative II and thus SUNY New Paltz maintains ownership over said equipment;

NOW THEREFORE BE IT RESOLVED, that the Board of Education of the Onteora Central School District understands this arrangement and agrees to participate in the Science Lab Initiative II.

Motioned: Trustee Storey

Seconded: Trustee Kurnit

- Assistant Superintendent for Curriculum & Instruction, Jodi DeLucia and Superintendent Victoria McLaren attended a meeting at BOCES where Assemblyman Cahill discussed giving funds for science labs at elementary level in conjunction with SUNY New Paltz Benjamin Center
  - Purchased \$50,000 worth of science equipment for the HS
  - Will purchase \$20,000 per elementary building
  - After 5 years, equipment becomes property of district

- Common practice with purchases from BOCES

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Ratcliff, Trustee Warren

Not Present: Trustee Shands

#### 10.02 Memorandum of Agreement about Renaming Stipend

*Recommended Action:* The Board of Education hereby approves MOA #02052019A between the Onteora Central School District and the Onteora Teachers Association regarding the renaming of the Weightlifting stipend.

Motioned: Trustee Storey

Seconded: Trustee Osmond

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Ratcliff, Trustee Warren

Not Present: Trustee Shands

#### 10.03 Memorandum of Agreement about Creating 2 Stipends

*Recommended Action:* The Board of Education hereby approves MOA #02052019B regarding the creation of 2 Fitness Room stipends

Motioned: Trustee Storey

Seconded: Trustee Ratcliff

- Component of after school program – students can go to Fitness Room as an option for after school activities
  - Weightlifting stipend was used differently over the years
  - Now open 4 days a week for 3-10 week sections
  - Program is currently running

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Ratcliff, Trustee Warren

Not Present: Trustee Shands

#### 10.04 Approve Professional Development Committee with Additional Members

*Recommended Action:* The Board of Education hereby approves the membership of the full Professional Development Committee as listed below

Motioned: Trustee Storey

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Ratcliff, Trustee Warren

Not Present: Trustee Shands

PDC Committee		
Name	Building	Position
Jodi DeLucia	Central	Asst. Supt. For Curriculum & Instruction
Gabriel Buono	Bennett	Principal, President OAA
Jeannine Burkhardt	HS	Math teacher
Jane Wolfrom	Phoenicia	Grade 2 teacher
Laura Loheide	HS	English Teacher, ELA Coordinator 7-12
Brigid Kelly	Bennett	Special Education teacher



Doreen Erlwein	Bennett	Grade 5 teacher
Corey Cavallaro	MS	Social Studies teacher
Megan Frandino	MS	Special Education teacher
Lori Matteson	MS	Special Education teacher
Lance Edelman	HS	Principal
Pam Ciaccio	Phoenicia	Special Education teacher
Cynthia Bishop	Central	Director of Pupil Personnel Services
Jennifer O'Connor	MS	Principal
		Teaching Assistant
Hal Denton*		Parent Representative
Dr. Robin Jacobowitz		SUNY New Paltz
Valerie Stewart*	MS	World Languages Teacher
Denise Connolly*	HS	Special Education Teacher

\* Added since last Board meeting

## 11. Consent Agenda

### 11.01 Approve Consent Agenda (proposed 7:30 duration 20 min)

*Recommended Action:* The Board hereby approves item numbers 11.02-11.09

Motioned: Trustee Storey

Seconded: Trustee Osmond

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Ratcliff, Trustee Warren

Not Present: Trustee Shands

### 11.02 Personnel Agenda

#### APPOINTMENT: INSTRUCTIONAL PART-TIME

NAME	POSITION/SCHOOL	FTE	EFFECTIVE DATE FROM - TO	SALARY
Jenkins, Evan	ENL/HS	0.6 FTE	3/4/2019 – 6/30/2019	Step 4

#### SUBSTITUTE

NAME	POSITION
Hall, Raymond	Custodial

#### LEAVE OF ABSENCES: NON-INSTRUCTIONAL

EMPLOYEE NUMBER	EFFECTIVE DATE FROM - TO	REASON
3604	11/28/18 – 2/14/19	Extend Paid Medical FMLA
3239	09/21/18 – 3/11/19	Extend Unpaid Medical

#### APPOINTMENT: NON-INSTRUCTIONAL PROBATIONARY APPOINTMENT

NAME	POSITION/SCHOOL	PROBATIONARY PERIOD	SALARY STEP	REMARKS
Perry, Janelle	10 Month Typist	3/1/19 – 10/31/19	7	Extended Probation

#### EXTRA DUTY STIPENDS

NAME	POSITION	AMOUNT
Burkhardt, Patrick	Track – Spring – Head Coach (Girls)	\$5,058.00
Calinda, Jason	Track – Spring – Head Coach (Boys)	\$5,058.00
Harder, William	Baseball – Varsity – Head Coach	\$4,165.00
Harrington, Brooke	Softball – Modified – Head Coach	\$1,266.00
Kasprzyk, Chris	Softball – Varsity – Head Coach	\$4,165.00

King, Thomas	Track – Spring – Assistant Coach	\$3,423.00
Occhi, Andrew	Golf – Varsity Head Coach (Girls)	\$3,126.00
Rider, Christina	Track – Spring – Assistant Coach	\$3,423.00
Rokitowski, Brian	Baseball Modified – Head Coach	\$1,266.00
Warnes, Carsten	Track – Modified – Assistant Coach	\$1,523.00

### 11.03 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, #2/19, Confidential, as reviewed by Trustee Shands

### 11.04 Approve Budget Transfers

*Recommended Action:* The Superintendent recommends the transfer of \$729,529.17 in payroll funds to re-align negative salary codes due to ESSA requirements.

Amount		From Budget Code		To Budget Code
\$14,493.51	A2020.160-00-BN	Supervision Regular School. Salaries-BN	A2020.160-00- PH	Supervision Regular School. Salaries-PH
\$9,555.00	A2110.122-00	Teaching Regular School.Homework Salary	A2110.122-00- BN	Teaching Regular School.Homework Salary- BN
\$20,551.00	A2110.125-00	Teaching Regular School.Homework Salary	A2110.125-00- BN	Teaching Regular School.Homework Salary - BN
\$9,856.00	A2110.125-00	Teaching Regular School.Stipend Salaries	A2110.125-00- PH	Teaching Regular School.Stipend Salary-PH
\$10,679.00	A2110.125-00	Teaching Regular School.Stipend Salaries	A2110.125-00- WD	Teaching Regular School.Stipend Salary-WD
\$3,510.00	A2110.126-00	Teaching Regular School.Summer Salaries	A2110.126-00- BN	Teaching Regular School.Summer Salary- BN
\$81,067.50	A2110.130-00-HS	Teaching Regular School.Salaries 7-12 HS	A2110.130-00	Teaching Regular School.Salaries 7-12
\$36,661.70	A2110.130-00-HS	Teaching Regular School.Salaries 7-12 HS	A2110.130-00- MS	Teaching Regular School.Salaries 7-12 MS
\$5,869.50	A2110.132-00	Teaching Regular School.Homework Salary	A2110.132-00- HS	Teaching Regular School.Homework Salary HS
\$5,625.75	A2110.132-00	Teaching Regular School.Homework Salary	A2110.132-00- MS	Teaching Regular School.Homework Salary MS
\$3,321.75	A2110.133-00	Teaching Regular School.Supervision Salary	A2110.133-00- HS	Teaching Regular School.Supervision Salary HS
\$304.44	A2110.134-00	Teaching Regular School.Chaparone Salary	A2110.134-00- MS	Teaching Regular School.Chaparone Salary MS
\$18,655.60	A2250.151-00-HS	Programs for Students with Disabilities.Salaries Teaching Assistants HS	A2110.131-00- HS	Teaching Regular School.Salaries Teaching Assistants HS
\$17,587.70	A2250.151-00-MS	Programs for Students with Disabilities.Salaries Teaching Assistants MS	A2110.131-00- MS	Programs for Students with Disabilities.Salaries Teaching Assistants MS
\$9,350.60	A2270.150-00-MS	Reading.Salaries Instructional MS	A2250.150-00	Programs for Students with Disabilities.Salaries Instructional
\$7,292.70	A2270.150-00-MS	Reading.Salaries Instructional MS	A2250.150-00- BN	Programs for Students with Disabilities.Salaries Instructional BN

Amount		From Budget Code		To Budget Code
\$8,974.30	A2270.150-00-MS	Reading.Salaries Instructional MS	A2250.150-00- PH	Programs for Students with Disabilities-Salaries Instructional PH
\$49,137.10	A2820.150-00-HS	Psychological Services.Salaries Instructional HS	A2820.150-00- PH	Psychological Services.Salaries Instructional PH
\$733.40	A2820.150-00-WD	Psychological Services.Salaries Instructional WD	A2820.150-00- PH	Psychological Services.Salaries Instructional PH
\$5,000.00	A2825.150-00-BN	Social Work Services.Salaries Instructional BN	A2825.150-00- MS	Social Work Services.Salaries Instructional MS
\$15,729.50	A2825.150-00-HS	Social Work Services.Salaries Instructional HS	A2825.150-00- MS	Social Work Services.Salaries Instructional MS
\$39,706.10	A2820.150-00-MS	Social Work Services.Salaries Instructional MS	A2820.150-00- PH	Social Work Services.Salaries Instructional PH
\$7,450.40	A2110.120-00	Teaching Regular School.Salaries K-6	A2610.150-00- PH	School Library & Audiovisual.Salaries Instructional PH
\$30,319.60	A2110.120-00	Teaching Regular School.Salaries K-6	A2610.150-00- WD	School Library & Audiovisual.Salaries Instructional WD
\$16,007.00	A2610.150-00	Teaching Regular School.Salaries K-6	A2610.150-00- MS	School Library & Audiovisual.Salaries Instructional MS
\$40,744.67	A2810.150-00-HS	Guidance.Salaries - Instructional - HS	A2810.150-00- MS	Guidance.Salaries - Instructional - MS
\$22,642.50	A2810.160-00-HS	Guidance.Salaries - Noninstructional HS	A2810.160-00	Guidance.Salaries Noninstructional
\$22,642.50	A2810.160-00-MS	Guidance.Salaries - Noninstructional MS	A2810.160-00	Guidance.Salaries Noninstructional
\$152,574.80	A2110.135-00	Teaching Regular School.Salaries Stipends	A2110.135-00- HS	Teaching Regular School.Salaries Stipends HS
\$33,468.00	A2110.135-00	Teaching Regular School.Salaries Stipends	A2110.135-00- MS	Teaching Regular School.Salaries Stipends MS
\$1,131.00	A2110.136-00	Teaching Regular School.Salaries Summer	A2110.136-00- HS	Teaching Regular School.Salaries Summer HS
\$6,207.50	A2110.164-00	Teaching Regular School.Salaries Substitutes	A2110.164-00- BN	Teaching Regular School.Salaries Substitutes BN
\$3,872.50	A2110.164-00	Teaching Regular School.Salaries Substitutes	A2110.164-00- HS	Teaching Regular School.Salaries Substitutes HS
\$7,114.96	A2110.164-00	Teaching Regular School.Salaries Substitutes	A2110.164-00- PH	Teaching Regular School.Salaries Substitutes PH
\$6,128.34	A2110.164-00	Teaching Regular School.Salaries Substitutes	A2110.164-00- WD	Teaching Regular School.Salaries Substitutes WD
\$3,838.25	A2815.164-00	Health Services.Salary Substitutes	A2815.164-00- HS	Health Services.Salary Substitutes -HS
\$1,092.50	A2815.164-00	Health Services.Salary Substitutes	A2815.164-00- PH	Health Services.Salary Substitutes PH
\$632.50	A2815.164-00	Health Services.Salary Substitutes	A2815.164-00- WD	Health Services.Salary Substitutes WD

*Recommended Action:* The Board of Education has reviewed and hereby accepts the Financial Report for the quarter ending 12/31/18

#### 11.06 Warrants

*Recommended Action:* The Board of Education has reviewed and hereby accepts Warrant Schedule 6

#### 11.07 Award Bid

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the award of the bid for the High School Press Box/Bleachers and Bennett Site Work projects based on the bid documents of January 16, 2019 to the lowest responsible bidder, Kingston Equipment Rental, Inc., for the amount of \$908,345.00 and authorizes the Superintendent to sign such an agreement.

#### 11.08 Reject Bids

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District reject the High School Chemistry Lab project bids submitted on January 9, 2019.

#### 11.09 Surplus Books, Tapes and Laminator

*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 attached list of library books from Phoenicia Elementary School and VHS tapes along with Laminator Model 2700 W/Shutoff Timer Tag ID 15518 from Woodstock Elementary School as surplus and authorizes sale and/or disposal of these items.

### 12. Committee Reports

12.01 Health & Wellness Committee - Trustee Shands to report. Next meeting is in the Central Conference Room at 4:00 on TBD (proposed 7:40)

In the absence of Trustee Shands, Trustee Salem gave report

- Meet, Greet and Eat will be April 29<sup>th</sup>
- Discussed Sella Rega, former student who wants to break record for jump rope
- No feedback on policy submitted as part of food service review
  - Any board member questions, email Trustee Shands

12.02 Facilities Committee - Trustee Storey to report. Next meeting is in the Phoenicia School at 4:00 on 2/25/19

- Discussed capital projects, chemistry lab going out to bid again, bleachers and press box

### 13. New Business

13.01 The Board will discuss New Business

- Would like to see graduating seniors walking in elementary schools in June

- NOVO Foundation has a Social Emotional Learning grant – popular one in third year open to school district, teachers, schools
- Have a BOCES grant writer, need to give them information on what we need

#### 14. Old Business

14.01 The Board will discuss Old Business  
No old business was discussed

#### 15. Request For Information

15.01 Discuss Requests for Information

Trustee Storey asked:

- For the staffing levels at each building (2<sup>nd</sup> time asked)
- Schedule BOCES visit, include Special Education
- How much do we spend on state testing?
  - No cost to give the test, but pay to score through BOCES

#### 16. Adjournment

16.01 Adjourn Meeting. Next meeting February 19, 2019 in the Middle/High School (proposed 7:30)

*Recommended Action:* The meeting is adjourned at 7:00

Motioned: Trustee Storey

Seconded: Trustee Osmond

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Ratcliff, Trustee Warren

Not Present: Trustee Shands

Minutes Recorded by Fern Amster,  
District Clerk



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