

Roxbury Central School District
Board of Education Meeting
December 12, 2007

A regular meeting of the Roxbury Central School District Board of Education was held on December 12, 2007.

Present: Phil Zorda, Ed Fersch, Jim Cuttita, Vic Barraclough and Will Finch.
Principal: Thomas O'Brien
Superintendent: Dr. Craig G. Carr
Acting Secretary: Barbara J. Vigna

President Zorda called the meeting to order at 7:00 pm.

Dr. Carr announced the following:

1. He is hosting two upcoming holiday parties: one at RCS on 12/19 from 2-5 pm and one at his home.
2. Jean Menchen's surgery went well and it is anticipated that she will have a 6-8 week recovery period.

Additions to Agenda:

1. Executive session to discuss negotiations and the employment history of a particular employee.

Dr. Carr reviewed the treasurer's report in Jean Menchen's absence. Ed Fersch moved, seconded by Will Finch to approve the treasurer's report for November, 2007. Motion approved unanimously.

Treas. Report

Vic Barraclough moved, seconded by Jim Cuttita to to approve the National Bank of Delaware County as an official depository. Motion approved unanimously.

**Nat'l Bank of
Del. County**

Jim Cuttita moved, seconded by Vic Barraclough to approve budget transfer schedule # 2 in the amount of \$3,972. Motion approved unanimously.

Budget Transfer

Vic Barraclough moved, seconded by Ed Fersch to approve the following bills for audit:

	General Fund	cks	School Lunch	cks	Federal Fund	cks	Debt. Ser	cks
Nov.	\$ 11,627.49	0	\$ 125.37	0	\$ 0	0	0	0
Dec.	\$ 280,821.80	95	\$ 10,792.22	18	\$ 37,892.03	9	\$132,010.00	0

Motion approved unanimously.

Ed Fersch moved, seconded by Jim Cuttita to approve the extra-classroom activity fund report for November, 2007. Motion approved unanimously.

Student Fund

Ed Fersch moved, seconded by Will Finch to approve the minutes of the meeting from November 14, 2007 as corrected. Motion approved unanimously.

Minutes

Public Comments: None

President's Report:

1. CROP Award – An award was presented by CROP of ONC BOCES to the Roxbury School Board.
2. Rural Schools – A letter was shared with the Board thanking RCS for participating in the Rural Schools Program.
3. ONC BOCES Board seat: Candidates for the seat vacated by George Hotaling are Susan Eichler and Gerry Loucks

RESOLVED, Ed Fersch moves and Vic Barraclough seconds the motion to elect Gerry Loucks as BOCES Board Member. Motion approved unanimously.

**BOCES Bd.
Member**

4. 2008-09 Budget: The board needs to start thinking about the budget. The first meeting will be scheduled after Jean Menchen returns to work. Dr. Carr stated that Jean plans to do some work at home on a laptop while she is recovering from surgery.

Superintendent's Report:

1. Regulations Manual: Dr. Carr is concerned that RCS does not have the legal knowledge or manpower to write all the regulations for the new policy manual. Dr. Carr recommended that RCS budget for the purchase of an administrative manual from Erie BOCES for \$3,950 per year for the next two years. Ed Fersch noted that the policy manual need to be kept updated.
2. RCS Honor Society: "Preserve America"/Kirkside Park sent a note to the RCS Honor Society thanking RCS students for volunteering time for town events.
3. After School Program (formerly CROP): Dr. Carr stated the school is trying to stretch funds to cover this program through June. It can be accomplished due to fewer students, resulting in one less position and decrease in paperwork. The school is attempting to secure an after-school grant for next year.

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Board Comments and Questions:

The Board discussed the new sculpture on the front lawn. Dr. Carr stated that is was complete.

New Business:

Superintendent's Recommendations:

1. CASEBP reimbursement: Mrs. Joyce Leahy's insurance case was discussed. It was determined that RCS is responsible for payment of \$15,173. RCS has reserve funds to cover this amount.
2. Technology "Back-Up" Grant: RCS is applying for a Shared Municipal Services Incentive Program Grant for "data recovery" (see attachment to minutes for details). In addition to initial cost there will be an annual maintenance fee.

Will Finch moved, seconded by Jim Cuttita to
approve the following motion.

**Tech. Back-Up
Grant**

Whereas, the Roxbury Central School desires to apply for a Shared Municipal Services Incentive Program (inter-municipal grant) and,

Whereas, the Roxbury Central School shall authorize the Otsego Northern Catskills BOCES to act on their behalf as the lead applicant contact organization, and further authorizes David Rutherford or Jennifer Bolton-Carls to act as contact person(s) to submit the application and, for Jennifer Bolton-Carls to execute all financial/administrative processes related to the grant program and,

Whereas, the project titled, Disaster Recovery and Back-up Solutions, has been reviewed by the Roxbury Central School to include the components necessary to provide Data Recovery in the event of a regional or national disaster, and it is estimated to cost the district a proportionate amount of the total cost provide this service and with an additional maintenance fee billed for subsequent years.

Therefore, be it resolved that the Roxbury Central School Board of Education does hereby approve the grant application and appointment of lead applicant organization and contacts as stated above, and will approve funding from their budget after receipt of the grant approval and grant funding.

Be it further resolved, that the total cost to the 19 component districts of the Otsego Northern Catskills BOCES, list attached, is estimated at \$432,445, and will be adjusted to reflect the actual participation of the component districts as indicated below.

Motion approved unanimously.

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3. Saturday grading (For ELA assessments): Two options available – RCS pays \$110 plus mileage to RCS teachers to score or look into regional scoring with Margaretville and Andes Central schools.

Ed Fersch moved, seconded by Vic Barraclough
to approve RCS to pay \$110 plus mileage for
teachers to score tests. Motion approved unanimously.

Saturday Grading

Old Business:

Ed Fersch moved, seconded by Jim Cuttita to
approve the following:

WHEREAS, the Board of Education of the Roxbury Central School District is authorized by Education Law Section 1804 to adopt by-laws and policies as necessary for the effective and orderly operation of the schools; and

WHEREAS, the Board of Education has revised its policies and made certain revisions and changes thereto; therefore

BE IT RESOLVED that the Board of Education hereby adopts the following policies as per the Erie BOCES numbering system which shall be made part of the Board's Policy manual: Policies numbered and 7210, 7213, 7215, 7220, 7221, 7222, 7223, 7230, and 7231 and,

BE IT RESOLVED that the policies adopted shall supercede all previous policies adopted by the Board of Education covering the same topics. Specifically the adopted polices supercede all of or portions of policies 4321, 4334, 4334.1, 4430, 4710, 4712, 4740, 4750, 4770, 4771, 4772, 4773, and 5154 in the NYSSBA numbering system, and,

BE IT RESOLVED that in the event any policy, part of policy or section of the by-laws is judged to be inconsistent with law, inoperative by a court of competent jurisdiction, or is invalidated by a policy or contract duly adopted by this Board, the remaining by-laws, policies, and parts of policies shall remain in full effect.

Motion approved unanimously.

Vic Barraclough moved, seconded by Will Finch to approve the following personnel items:

Personnel

1. Approve Heather Slauson as a substitute hall monitor at the rate of \$15/hour.
2. Approve Richard Tucker as pit band director for the 2007-08 drama club production, at \$ 1,441.
3. Approve Marianne Schor as the assistant drama director for 2007-08 at \$ 543, pending fingerprint clearance as required by SAVE legislation.
4. Accept the following resignations:
 - Jennifer O'Connor as English teacher, effective January 10, 2008, with regret.
 - Sandra Pettersen as typist, effective December 30, 2007, with regret.
5. Approve Diane L. Ortizian, 67 Campsite Road, Roxbury, NY as a substitute bus driver pending fingerprint clearance as required by DMV regulations.
6. Approve Barbara Cella, 1334 Breezy Hill Rd., Fleischmanns, NY as a substitute teacher, teacher assistant and aide (fingerprint clearance on file).
7. Approve Tara Poniros as a parent member on the Committee on Special Education as requested by Patricia Zambri, CSE Chairperson.
8. Approve CherylAnn Hadden as substitute CROP site coordinator.
9. Approve Patricia Haggerott, 244 John B. Hewitt Spur, Denver, NY as a substitute teacher aide and substitute cafeteria worker pending fingerprint clearance as required by SAVE legislation.
10. Approve the following for the Roxbury After-School Program:

Ellen Stewart	Program Coordinator	\$20/hr
Cheryl Hadden	Activity Leader	\$15/hr
Barbara Johnson	Activity Leader	\$15/hr

Substitute After School Coordinator: Cheryl Hadden at \$20/hr

Substitute Activity Leaders at \$15/hr

- Glenda Krom
- Sue Cole
- Jen Schuman
- Donna Rossman
- Bea Shepard
- Raina Shepard
- Kristi Hadden
- Lisa Faraci
- Joan Riordan
- Wendy Greene
- Deb Lalosh
- Lisa George

Peer Tutors at \$7.15/hr

- Kathy McColgan
- Alex Riordan
- Cody Allison

Substitute Peer Tutors at \$7.15/hr

- Desiree Schuman
- Nevada Schuman
- Mike Pettersen
- Sebastian Munoz
- Valerie Dumond
- Earl Thomas
- Mike Johnson
- Andrew Merwin
- Logan Coss
- Kelly Snyder
- Stephanie Finch

11. Approve Evette F. Garofolo, Grand Gorge, NY as Science teacher in Biology, and General Science, at Step 8, as per RTA contract at \$40,764, starting January 28, 2008, pending fingerprint clearance as required by SAVE legislation.
12. Approve Kristi Hadden as a teacher aide effective December 17, 2007, salary as per CSEA contract.
13. Approve a leave of absence from a Special Education position for Stephanie Lalosh to work as a secondary English teacher for the remainder of the 2007/08 school year, effective January 28, 2008.
14. Approve Kevin O'Brien, 8 Williams St., Walton, NY as a substitute custodian pending fingerprint clearance as required by SAVE legislation.

Motion approved unanimously.

Other:

Ed Fersch moved, seconded by Jim Cuttita to adopt revisions for the following policies:

- 1330 – Appointments and Designations by the Board of Education
- 1334 - Duties of the External (Independent) Auditor
- 1335 - Appointment and Duties of the Claims Auditor

Motion approved unanimously.

Policy Approvals

Ed Fersch moved, seconded by Will Finch to approve the first reading of the following policies:

- 1339 Duties of the Internal Auditor
- 7121 Diagnostic Screen of Students
- 7160 School Census
- 7241 Release of Information to the Non-Custodial Parent
- 7260 Designation of Person in Parental Relation

Motion approved unanimously.

1st Read. Policies

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Jim Cuttita moved, seconded by Vic Barraclough
to approve the following requests for building use:

- Jehovah Witnesses – Sundays from 4 – 6 pm
- PTSA – 12/12 & 12/13 for Santa’s Secret Shop

Motion approved unanimously.

Bldg. Use Requests

Jim Cuttita moved, seconded by Ed Fersch to
approve the CSE recommendations for the following
students: #'s 2949, 2897, 2947, 2884 and 2583.

Motion approved unanimously.

Public Comments: None

Ed Fersch moved, seconded by Jim Cuttita to enter into
executive session at 8:15 pm to discuss negotiations and
the personnel history of a particular employee. Motion
approved unanimously.

Exec. Session

Jim Cuttita moved, seconded by Ed Fersch to come out
of executive session at 9:00 pm. Motion approved
unanimously.

Out Exec. Session

No action was taken during executive session.

Vic Barraclough moved, seconded by Jim Cuttita to
adjourn the meeting at 9:01 pm. Motion approved
unanimously.

Adjourn

Barbara Vigna, Acting Secretary

Phillip Zorda, President BOE

Craig G. Carr, Superintendent