

A regular meeting of the Roxbury Central School District Board of Education was held on February 10, 2010.

Present: Ed Fersch, Jim Cuttita, Will Finch, Tara Poniros, Bonnie Walker.  
Superintendent: Thomas J. O'Brien  
Principal: Eric Windover  
Treasurer: Jean M. Menchen  
Secretary: Cherie Serrie

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

Pledge of Allegiance.

Nancy Noonan from ONC BOCES did not present the ONC BOCES administrative budget. Nick Savin or Nancy Noonan will present the budget at the March, 2010 meeting.

Additions to Agenda:

1. Executive session to discuss the superintendent's evaluation and a student issue.
2. Add under President's Report: BOCES Strategic Plan meeting.

Bonnie Walker moved, seconded by Will Finch to approve the treasurer's report for January, 2010. Motion approved unanimously.

**Treas. Report**

Jim Cuttita moved, seconded by Tara Poniros to approve budget transfer schedule #5 in the amount of \$3,782. Motion approved unanimously.

**Budget Transfers**

Will Finch moved, seconded by Jim Cuttita to approve the bills for audit as follows:

**Bills**

	General Fund	cks	School Lunch	cks	Fed. Fund	cks
Jan.	\$ 772.32	2	\$ 57.18	0	\$ 0	0
Feb.	\$ 303,668.74	104	\$ 8,025.88	13	\$ 1,480.65	6

Motion approved unanimously.

The summary finding for the internal claims auditor for February, 2010 was attached to the bills.

Jim Cuttita moved, seconded by Bonnie Walker to approve the following resolution:

**Bread Bid**

RESOLVED, that the Board of Education of Roxbury Central School District participate in cooperative bidding for bread and bread products for the school year 2010-2011 with other school districts in the Southern Tier of New York State, and

BE IT FURTHER RESOLVED, that Doretta Hughson, Clerk of the Board of Education, GST BOCES, be designated to advertise, receive and open said bids and

BE IT FURTHER RESOLVED, that the Board of Education of the Roxbury Central School District reserves the right to accept or reject any or all bids.  
Motion approved unanimously.

Jim Cuttita moved, seconded by Bonnie Walker to approve the Extra-Classroom Activity Fund Report for January, 2010. Motion approved unanimously.

**Student Fund**

Bonnie Walker moved, seconded by Will Finch to approve the minutes of the meetings of 1/13/10 and 1/25/10 as corrected. Motion approved unanimously.

**Minutes**

Public Comments: None

President's Report:

1. The new RCS policy manuals were distributed to the Board of Education. Policy manuals will be given to the RTA and CSEA.
2. Various options regarding policy services for 2010-2011 available through Erie 1 BOCES were discussed. The board agreed to budget for Option # III .
3. Jim Cuttita, Ed Fersch and Tom O'Brien attended the BOCES Strategic Planning meeting on Monday night. Three areas that the committee will pursue are:
  - special education and behavioral education issues
  - cooperative bidding, which may include local municipalities
  - to unite as a common political force

The next meeting is on 3/1/10 in Charlotte Valley. Anyone interested in attending should contact Tom or Ed.

Superintendent's Report:

1. The regulation manual is in binder form as a draft. Ed stated that the board would not require copies of the regulation manual.
2. The BOCES fuel bid opening will be on 2/23/10 which will include heating and diesel fuel.
3. The Catskill Mountain News had a nice article about the vote on the roof and the related construction plans.
4. Tom met with the architect regarding the architectural contract. The architect is working on an alternate plan that could utilize any unused funds to complete additional work on the roof. A 10 year maintenance plan for the existing roof will also be developed.
5. The Budget Committee had its first meeting. A spending freeze will be initiated as of 2/12/10.

Jim Cuttita moved, seconded by Bonnie Walker to approve the following motion:

**Energy  
Efficiency  
Grant**

Whereas, the Otsego Northern Catskills BOCES desires to apply for a General Efficiency Planning Grant granted by the New York State Department of State and,

Whereas, the Otsego Northern Catskills BOCES authorizes Nicholas Savin and/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 grant application will focus on the study of potential shared services to create cost savings and increased program for students.

Therefore, be it resolved, that the Otsego Northern Catskills BOCES Board of Education does hereby approve the grant application and appointment of contacts as stated above,

Furthermore, be it resolved, that the total initial cost to the Otsego Northern Catskills BOCES is estimated at \$3,500 as the grant requires a 10% local cash match.

Motion approved unanimously.

Principal's Report:

1. The Character Education Program, which includes children in grades K-6, have sent cards and boxes to the troops.
2. A Science Olympiad update from Mr. Zimmerman is included in the board packets. Congratulations to all Science Olympiad Team members.
3. The social studies position has been posted with over 150 applicants. Anyone interested in serving on the interview committee should contact Eric.
4. Basketball season is wrapping up with the Girl's Modified team winning a total of 6 games.
5. This Friday will be the 100<sup>th</sup> day of school this year. Some classrooms will have mini celebrations.
6. Some concerns are being addressed through the RTI process. Currently 45 students are being monitored in grades K-6.
7. The 5<sup>th</sup> grade social studies scores show that students can be doing better in reading and writing and these are the areas to be concentrated on.
8. A few grades level data readings have been held. Reading levels for every student in grades K-6 will be reviewed.
9. This month our teachers will be working with BOCES regarding writing skills.
10. Scheduling and class time is being reviewed at the elementary level.
11. Eric has forecasted staffing needs over the next five years.

12. At the high school level, curriculum is being reviewed to see how the curriculum matches goals. Accelerated classes on-line are being looked at as well as the new STEM initiative through BOCES.
13. Eric has encouraged our teachers to visit area schools to see what other teachers are doing regarding curriculum, etc.

Board Comments and Questions: None

Old Business:

Bonnie Walker moved, seconded by Jim Cuttita to approve revisions to the following policies:

- 5110 – Budget Planning and Development
- 5120 – School District Budget Hearing

Motion approved unanimously.

**Policy  
Revisions**

The Board of Education reviewed the following policies:

- 5130 – Budget Adoption
- 5140 – Administration of the Budget
- 5150 – Contingency Budget

**Policy  
Review**

Bonnie Walker moved, seconded by Jim Cuttita to approve the Annual Visual Structural Inspection Report. Motion approved unanimously.

**Annual  
Visual  
Inspection  
Report**

Jim Cuttita moved, seconded by Will Finch to approve the Memorandum of Understanding Between Roxbury Central School and Delaware Opportunities, Inc., Head Start Program. Motion approved unanimously.

**MOU  
Del. Cty.  
Headstart**

Bonnie Walker moved, seconded by Will Finch to approve the following personnel items:

**Personnel**

1. Accept letter from Catherine Rapplelea of intention to retire.
2. Approve Laura Underwood, 680 County Highway 41, Roxbury, NY as a substitute teacher for grades 7-12.
3. Approve Jessica Schor, 53764 State Highway 30, Roxbury, NY as a substitute teacher for grades 7-12.
4. Approve Elisabeth LaPierre, 83 Windham Woods Rd., Maplecrest, NY as a substitute teacher for grades K-12.
5. Approve Richard Millington as a substitute custodial worker and substitute hall monitor.
6. Approve CarolAnn Dykstra as Music Activity Director for the remainder of the 2009-2010 school year at the rate of \$1,228.50 (pro-rated).

7. Approve one day of unpaid leave for Susan Cole on February 12, 2010.
8. Approve spring coaches:
  - Boy's Varsity Baseball – Greg Funck as per RTA contract.
  - Boy's Modified Baseball – Robert Nash @ \$1,812.
  - Girl's Varsity Softball – Jane Ware as per RTA contract. Vincent Snyder as an unpaid assistant.
  - Girl's Modified Softball – Evette Garofolo as per RTA contract and Seana Haskin @ \$604. (co-coaching)
  - Tennis – Kellie Sullivan @ \$2,990.
9. Accept resignation of Mary Lucas as advisor for Class of 2011.
10. Accept resignation from William Allison as a CROP activity leader.
11. Approve Jennifer Snyder, Box 373, Roxbury, NY as a substitute teacher for grades K – 12.
12. Approve Richard Millington as a CROP activity leader two days per week.
13. Approve the following as substitute CROP activity leaders:
  - William Allison
  - Jessica Schor

Motion approved unanimously.

Will Finch moved, seconded by Jim Cuttita to approve the following charter clubs:

**Charter  
Clubs**

- F.C.C.L.A. – Family, Career & Community Leaders of America
- Varsity Ski Team

Motion approved unanimously.

Bonnie Walker moved, seconded by Will Finch to accept the following donations:

**Donations**

- Books from Mr. & Mrs. Frank Spinelli
- PTSA donation in the amount of \$131.50 for the Class of 2016.
- SONY TV from Jerald T. Milanich, Ph.D.

Motion approved unanimously.

Jim Cuttita moved, seconded by Will Finch, to approve CSE recommendations for the following students: #' 3062, 2951, 2849, 2716, 2660, 2379 and 1801. Motion approved unanimously.

**CSE**

Public Comments: None

The Board of Education thanked Alan Davis for showing them the school building this evening.

Bonnie Walker moved, seconded by Jim Cuttita to enter into executive session at 8:05 pm to discuss the superintendent's evaluation and a student issue. Motion approved unanimously.

**Into Exec.  
Session**

Bonnie Walker moved, seconded by Will Finch to come out of executive session at 8:35 pm. Motion approved unanimously.

**Out of Exec  
Session**

Jim Cuttita moved, seconded by Bonnie Walker to adjourn the meeting at 8:35 pm. Motion approved unanimously.

**Adjourn**

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Cherie Serrie, Secretary

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Edward Fersch, President  
Board of Education

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Thomas J. O'Brien, Superintendent