

A regular meeting of the Roxbury Central School District Board of Education was held on April 13, 2011.

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

Vice-President Cuttita called the meeting to order at 7:00 pm.

Pledge of Allegiance.

Additions to the Agenda:

1. Under Superintendent's Report, add #9 – Letter to Legislators
2. Executive session to discuss:
  - possible litigation
  - a student issue
  - employee history.

Tom O'Brien gave the final budget presentation and reminded everyone that the budget hearing will be on May 3<sup>th</sup>.

Bonnie Walker moved, seconded by Tara Poniros, to approve the Treasurer's Report for March, 2011. Motion approved unanimously.

**Treasurer's Report**

Will Finch moved, seconded by Tara Poniros, to approve the Budget Status and Fund Balance. Motion approved unanimously.

**Budget Status Fund Balance**

Bonnie Walker moved, seconded by Will Finch to approve the BOCES Firm Commitments for 2011-2012 for:

**BOCES Firm Commitments**

- ONC BOCES
- WSWHE BOCES
- BT BOCES

Motion approved unanimously.

Tara Poniros moved, seconded by Will Finch, to approve the following:

**Budget Approval**

BE IT RESOLVED, that the Board of Education of the Roxbury Central School, is hereby authorized and directed to expend the sum, not to exceed \$9,578,883 for the school year commencing July 1, 2011 and ending June 30, 2012, and to raise a Planned Balance of \$29,000, and a Property Loss Reserve of \$450, and to levy the necessary tax thereof.

Motion approved unanimously.

Bonnie Walker moved, seconded by Will Finch, to approve the resolution to amend the 403(b) Retirement Plan. Motion approved unanimously.

**403(b) Retirement Plan**

Bonnie Walker moved, seconded by Tara Poniros, to approve budget transfer schedule #8 in the amount of \$24,950. Motion approved unanimously.

**Budget Transfers**

Will Finch moved, seconded by Bonnie Walker, to approve the bills for audit as follows:

**Bills**

	<u>General Fund</u>	<u>Cks.</u>	<u>Federal Fund</u>	<u>Cks</u>	<u>School Lunch</u>	<u>Cks</u>
March	\$ 23,721.12	0	0	0	\$ 348.89	0
April	\$ 333,746.13	106	\$ 12,722.51	15	\$ 11,799.41	14

Motion was approved unanimously.

The findings summary from the internal claims auditor was attached.

Will Finch moved, seconded by Tara Poniros, to approve the extra-classroom activity fund account for March, 2011. Motion approved unanimously.

**Student Fund**

Tara Poniros moved, seconded by Will Finch, to approve the minutes of the meetings that were held on 3/9/11 and 3/24/11. Motion approved unanimously.

**Minutes**

Public Comments:

1. Phil Zorda stated that the agenda for this month's meeting was missing from our website. He also noticed that the minutes were not up to date. Mr. O'Brien will look into the matter.
2. Jason O'Donnell asked whether or not the loss of FTE's will affect the quality of education in the classrooms. A discussion ensued as to the strategies the district will take to minimize impact.
3. Mr. O'Donnell also asked about the Honor's Privilege trip and whether there was anything in the works to replace it for next year. Mr. O'Brien said the trip could still happen through fund raising; it just will not be funded by the Board next year.

President's Report: None

Superintendent's Report:

1. CASEBP Refund: Discussed the reasons for taking the refund, which amounts to approximately \$100,000 over 2 years, over off-setting the 5% increase in premiums.
2. Grants: The RUS grant was referred to in the budget presentation as the way we will be getting expensive video conferencing equipment for our Distance Learning program. We also we be receiving a grant from the US Department of Education on History Education through Syracuse University. Rinda Mattice will be receiving professional development on both World and US History.
3. ONC Goals and Principles: Nick Savin asked for feedback from the Board with any insight or changes they might make to the Goals and Principles sheet. Bonnie Walker stated she liked their guiding principles.
4. We will be raising the cost of lunch .05 cents next year due to the new federal mandate.
5. The NYS Department of Health has deemed our Summer Rec program to be a camp. We now have to go through a permit process, for which they waived the fee; have to have our adult employees go through a federal criminal screening process; and have to adjust our safety plan to look like theirs. We need to provide a refrigerator for the students' lunches, and we need to have an EMT on site while the students are on campus. Mr. O'Brien will serve as the EMT when he is here, and will use his credentials to fulfill the EMT requirements. He is looking for someone to be a substitute and available when he won't be on site. This will only be for the month of July, and only for the morning.
6. On May 3<sup>rd</sup>, Mr. O'Brien and Mr. Fersch will be attending a Rural Schools Summit hosted by NYSSBA.
7. Briefly discussed the ongoing dialogues with neighboring districts regarding shared services.
8. A reminder that board petitions are due on April 18, 2011.
9. Mr. O'Brien read a letter which he had sent to our state legislators regarding the recent budget cuts.

Principal's Report: None

Board Comments and Questions: None

Old Business: None

New Business:

Superintendent's Recommendations:

1. RESOLVED, Bonnie Walker moves and Tara Poniros seconds the motion to approve the Otsego Northern Catskills BOCES Administrative Budget as presented for the 2011-12 school year. Motion approved by a vote of: 4 Yes 0 No.

**BOCES  
Admin**

RESOLVED, Will Finch moves and Bonnie Walker seconds the motion to elect the following three candidates to the Otsego Northern Catskills BOCES Board of Education:

**BOCES  
Elections**

- James Gray
- Thersa Hait
- Gerry Loucks

Motion approved unanimously.

2. Bonnie Walker moved, seconded by Tara Poniros, to approve the new textbooks for 2011-2012. Motion approved unanimously.
3. Bonnie Walker moved, seconded by Tara Poniros, to approve the following resolution:

**Textbooks**

**U-Source**

**BE IT RESOLVED**, that the Board of Education of the Roxbury Central School authorizes the Superintendent of schools to lock in a rate for the purchase of electricity through a contract between the Roxbury Central School district and U-Source Energy for up to 3 years on the date specified. This agreement is to only occur if it can be shown that it can save district funds and provide a reasonable fixed rate for the agreed-upon period.

Motion approved unanimously.

4. Will Finch moved, seconded by Bonnie Walker, to approve the following resolution:

**SEQRA**

**WHEREAS**, the Board of Education of the Roxbury Central School District (“the Board”) has considered the effect upon the environment of the proposed 2011 Construction Project (Various repairs to the existing school building: cathodic protection of our underground oil piping, upgrading/repair of our telephone/intercom system and installation of a smoke detection system in the lower level of the old wing), SED Control Numbers 12150204-001-113 (the “Project”), and

**WHEREAS**, the Board has received and reviewed the description of the scope of work of the Project prepared and submitted in connection with the Project by its Architect, William F. Taylor Architects, P.L.L.C., and has further received and considered all other relevant material and presentations regarding the Project and the advice of its Architect with regard to the environmental impact of the Project; now therefore

**BE IT RESOLVED**, by the Board of Education of the Roxbury Central School District as follows:

1. The Board hereby determines in accordance with Article 8 (State Environmental Quality Review Act – SEQRA) of the Environmental Conservation Law that the Project is a Type II action that will have no have a significant impact on the environment and is not subject to review under SEQRA.

Motion approved unanimously.

Personnel:

Bonnie Walker moved, seconded by Tara Poniros, to approve the following personnel item:

**WHEREAS**, pursuant to the terms of the Employment Agreement with Thomas J. O’Brien as Superintendent of Schools, the Board of Education and the Superintendent having met and conferred, are desirous of modifying the Agreement; and,

**WHEREAS**, the Board has prepared an Amendment to the original Employment Agreement between the Superintendent and the Board of Education, with such Amendment modifying the rate of compensation for the 2011-12 school year so that it will be frozen at the present amount instead of increasing by three (3) percent as required by the terms of the agreement; confirming the Superintendent’s participation in the health insurance CASEBP plan N; increasing the Superintendent’s number of annual vacation days to twenty-four (24) ; increasing the number of unused vacation days which can be carried over to the next year to twelve (12); and otherwise restricting the application of unused vacation leave for 2010-2011; and

**WHEREAS**, the Board and the Superintendent agree to such proposed Amendment.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education hereby accepts and agrees to the Amendment to the Agreement, dated April 13, 2011 (as attached herewith), and hereby authorizes the President of the Board, or the Vice President in his absence, to execute said Agreement on behalf of the District and to file same with the District Clerk.  
April 13, 2011

Motion approved unanimously.

Tara Poniros moved, seconded by Will Finch, to approve the following personnel item:

**WHEREAS**, pursuant to the terms of the Agreement for Terms and Conditions of Employment with Eric Windover as Principal, the Board of Education and the Principal having met and conferred, are desirous of amending the Agreement in order to confirm the Principal's participation in the health insurance CASEBP Plan N; and,

**WHEREAS**, the Board and the Principal agree to such proposed Amendment.

**NOW, THEREFORE, BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board of Education hereby accepts and agrees to the Amendment to the Agreement for Terms and Conditions of Employment, dated April 13, 2011 (as attached herewith), and hereby authorizes the President of the Board, or the Vice President in his absence, to execute said Agreement on behalf of the District and to file same with the District Clerk. Additionally, the parties agree that the salary for the Principal for the 2011-12 school year shall be \$81,644.  
April 13, 2011.

Motion approved unanimously.

Bonnie Walker moved, seconded by Will Finch, to approve the recommendation of tenure for Eric Windover as Principal effective July 1, 2011. Motion approved unanimously.

**E. Windover  
Tenure  
Principal**

Will Finch moved, seconded by Tara Poniros, to approve the following personnel items:

**Personnel**

1. Approve Richard Treski as a substitute nurse. Fingerprint clearance has been received.
2. Approve Skyler Fichtner as a substitute CROP peer leader.
3. Approve contract for Jean M. Menchen for the 2011-12 school year at \$ 60,971 and the change from CASEBP plan L to plan N.
4. Approve contract for Brenda Hill for the 2011-12 school year at \$ 39,816 and the change from CASEBP plan L to plan N.
5. Approve contract for Marianne Schor for the 2011-12 school year at \$ 29,928 and the change from CASEBP plan L to plan N.
6. Approve Madalyn Warren as summer gardener at \$15/hour up to a maximum of \$5,000 effective May 1, 2011 pending fingerprint clearance.

Motion approved unanimously.

Eric Windover arrived at 8:00.

Other:

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

1. Approve the 5<sup>th</sup>-6<sup>th</sup> grade trip to Pennsylvania from May 17 through May 19, 2011.
2. Approve transportation to Headwaters Soccer Camp in July, 2011.
3. Approve the date change of the senior trip from June 18-24 to June 15-18.

Motion approved unanimously.

Tara Poniros moved, seconded Will Finch, to approve the  
CSE recommendations for the following students:

**CSE Recs.**

#'s 2341, 1876, 3035, 2974, 2654, 2576, 2731, 3037, 2704, 2823, 2904, 2361, 2951, 2934.

Motion approved unanimously.

Public Comments:

Phil Zorda had some comments on the U-Source bid.

Will Finch moved, seconded by Bonnie Walker to enter into  
executive session at 8:05 pm to discuss possible litigation,  
employee history, and a student issue.

**Exec. Session**

Motion approved unanimously.

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

**Out of Exec.  
Session**

Will Finch moved, seconded by Tara Poniros to  
adjourn the meeting at 8:35 pm. Motion approved  
unanimously.

**Adjourn**

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Marianne Schor, Secretary

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Jim Cuttita, Vice-President  
Board of Education

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Thomas J. O'Brien, Superintendent