

Roxbury Central School  
Board of Education Meeting  
May 14, 2008

A regular meeting of the Roxbury Central School District Board of Education was held on May 14, 2008.

Present: Phil Zorda, Ed Fersch, Jim Cuttita and Will Finch.  
Superintendent: Dr. Craig Carr  
Principal: Thomas O'Brien  
Treasurer: Jean M. Menchen  
Secretary: Cherie Serrie

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

Additions to agenda:

1. Executive session before personnel items to discuss the employment history of a particular employee.
2. Executive session at the conclusion of the meeting to discuss:
  - The personnel history of several employees.
  - Negotiations.
3. #11 – Excel project update to Superintendent's Report.

Ed Fersch moved, seconded by Jim Cuttita to approve the treasurer's report for April, 2008. Motion approved unanimously.

**Treas. Report**

Jean Menchen gave an update on fund balance.

Jim Cuttita moved, seconded by Will Finch to approve budget transfer schedule #7 in the amount of \$4,015.00 and budget transfer schedule #8 in the amount of \$5,433. Motion approved unanimously.

**Budget Transfers**

Will Finch moved, seconded by Ed Fersch to approve the bills for audit as follows:

**Bills**

	General Fund	cks	School Lunch	cks	Fed. Fund	cks
Mar.	\$ 12,955.33	4	\$ 122.14	0	\$ 0	0
April.	\$ 261,979.32	102	\$ 8,309.00	15	\$ 422.40	1

Motion approved unanimously.

Jim Cuttita moved, seconded by Will Finch to approve the extra-classroom activity fund report for April, 2008. Motion approved unanimously.

**Student Fund**

Ed Fersch moved, seconded by Will Finch to approve the minutes of April 9, 2008 as corrected and approve a correction to the minutes of March 12, 2008. Motion approved unanimously.

**Minutes**

The board discussed the Utica National Insurance Group rate guarantee. It was the consensus of the board to table this item until the June, 2008 meeting. Jean Menchen will obtain additional information.

Ed Fersch moved, seconded by Jim Cuttita to approve the 2008-09 BOCES rental contract for distance learning. Motion approved unanimously.

**ONC BOCES  
Rental Contract for  
Distance Learning**

Jim Cuttita moved, seconded by Will Finch to approve the proposed 403b Services Contract with OMNI Group. Motion approved unanimously.

**OMNI Group**

Public Comments: None

President's Report:

1. The ONC BOCES administrative budget passed 19-0 and 3 board members were re-elected.
2. A thank you note was received from Vic Barraclough.

Superintendent's Report:

1. There was a discussion among the board concerning proposed Section IV basketball signs to be placed on Rt's 23 and 30. It was the consensus of the board to reserve signs for state championship wins.
2. RCS will participate in the Disaster Recovery Grant. The cost to RCS will be \$2,396.53. RCS will have full data back-up for our system to comply with the comptrollers audit recommendations.
3. The budget vote is Tuesday, May 20<sup>th</sup> from 3 – 9 pm.
4. Dr. Cass has been working with the Wellness Committee and PTSA to improve the variety and quality of the food in the cafeteria.
5. RCS is one of 8 ONC BOCES districts applying for a distance learning grant. Mandarin Chinese is projected to be offered starting the second semester of next year. The program will be open for our junior high grades at first and expand to higher grades each year.
6. The creation of student work displays for the 4<sup>th</sup> of July weekend is being planned.
7. Moving Up Day will be June 16<sup>th</sup> due to a regents exam being scheduled by the state for 6/17.
8. The health care plan has changed plan administration and proposals are being sought to change the prescription plan administrator.

9. Dr. Carr distributed the minutes from his meeting with Student Council representatives on 5/2/08.
10. Dr. Marie Wiles will be leaving as superintendent of ONC BOCES. Dr. Carr distributed maps outlining the ONC BOCES district and the DCMO district.
11. Dr. Carr stated that the excel project for RCS is project #255 on the state and it is unlikely that the project can be completed this summer.

Old Business: None

New Business:

There was a lengthy discussion among the board and public concerning options for a Pre-K program.

Will Finch moved, seconded by Jim Cuttita to approve the creation of a ½ day Pre-K program for the 2008-09 school year. Motion approved unanimously.

**Pre-K Program**

Ed Fersch moved, seconded by Will Finch to approve signing a contract for a Literacy By Design training workshop. Motion approved unanimously.

**Literacy By Design Workshop**

Ed Fersch moved, seconded by Jim Cuttita to enter into executive session at 8:30 to discuss the employment history of a particular employee. Motion approved unanimously.

**Into Exec Session**

Jim Cuttita moved, seconded by Will Finch to come out of executive session at 8:50 pm. Motion approved unanimously.

**Out of Exec Session**

Additions to personnel items:

1. Accept letter of retirement from Dora Fowler.
2. Enter into a contract with Dora Fowler as a temporary employee.

Personnel:

Ed Fersch moved, seconded by Jim Cuttita to approve the contract modification for Dr. Craig G. Carr from July 1, 2008 through June 31, 2009 at \$112,000. Motion approved unanimously.

**C. Carr Contract**

Jim Cuttita moved, seconded by Will Finch to accept the letter of retirement from Dora Fowler, effective July 1, 2008, with thanks for her many years of service to the district. Motion approved unanimously.

**D. Fowler Retirement**

Jim Cuttita moved, seconded by Will Finch to enter into a contract with Dora Fowler as a one half day temporary employee. Motion approved unanimously.

**D. Fowler**  
**½ Day Temp**  
**Employee**

Ed Fersch moved, seconded by Will Finch to approve the following personnel items:

1. Patrick Maloney, 290 Charles Morse Rd., Denver, NY as a substitute bus driver (has previously meet all bus driver requirements through DMV).
2. Approve Jennifer Schuman and Jacqueline Jaskowak in the summer gardener position, from May 19 through October 15, 2008, 10 hours per week at \$15./hr., schedule is to be determined by the principal, pending fingerprint clearance as required by SAVE legislation.
3. Summer positions as follows:

*Special Education Summer Program – July 07, 2008 – August 15, 2008*  
(5 days/6 weeks – 8:30 am – 11:45 am)

- 1 Teachers 8 am – 3 pm – Barbara Spanhake @ 1/200<sup>th</sup> of annual salary
- 1 Teachers\* 8 am – 12 pm (pending enrollment) – Mary Lucas
- 1 Teacher – Orton Gillingham 8:30 am – 11:30 am - Lisa Faraci @ hourly rate based on annual salary.
- 1 Teacher – Remedial Math 8:30 am – 11:30 am – Greg Muehl @ hourly rate based on annual salary.
- 2 Teacher Assistants 8 am – 3 pm – Pat Keith and Cheryl Hadden @ 1/200<sup>th</sup> of annual salary.
- 1 on 1 teacher aide – 8 am – 3 pm – Lisa Hubbard @ daily rate based on annual salary.
- Substitutes for Special Education Summer Program:
  - Laurie Andrews – Teacher
  - Karen Bramley – Teacher
  - Elizabeth Cowan – Teacher Assistant

(\*Salary – 1/200 of annual salary per day x .5)

*Summer Recreation Program – July 7, 2008 – Aug 1, 2008*  
(5 days/4 weeks – 8:30 am – 3:00 pm)

- 1 Director \$2,500.00 – Jennifer Schuman
- 1 Assistant Director \$1,600.00 – Kristi Hadden
- 7 Student/Swim Aides\* \$ 7.15/hr
  - Karly Bolger
  - Marlise Cammer
  - Samantha Hamil
  - Carol McGinnis
  - Rachel Meckes

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- Nevada Schuman
- Ryan Skipper

➤ Substitute Swim Aides

- Paulina Cowan
- Heather Davie
- Haley Walcutt
- Abigail Wallace
- Meghan Wallace

\*Pending enrollment – an additional peer tutor may be needed

Summer Custodial – July 7, 2008 – August 29, 2008  
(5 days/9 weeks -7 am – 3:30 pm)

➤ 5 Students \$ 7.15/hr

- John Agostinello
- Lucas Brewer
- Kathy McColgan
- Ashley Staab
- Rudy Staab

➤ Substitute Custodian

- Jon Dykstra

Office Aide – July 9, 2008 – August 29, 2008  
Part Time – As Needed 8 am – 12 pm

➤ 1 Office Aide \$ 7.15/hr -

- Debbie Lalosh

➤ Substitute Office Aide

- Gail Dengler

Summer Kindergarten – (1 Week – “TBD”) – August, 2008  
(5 days – 8:30 am – 11:30 pm)

- 2 Teachers\* 8 am – 12 pm – Carol Meckes and Sue Hall
- 2 Teachers Aide 8 am – 12 pm – Bea Shepard and Lisa Hubbard @ hourly rate.

(\*Salary – 1/200 of annual salary per day x .5)

Motion approved unanimously.

Other:

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

**Policies**

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 6540, 7214, 7250, 7320, 7330, 7340, 7350 and 7360 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 1530, 4711, 4317, 5314, and 5330, 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.

Ed Fersch moved, seconded by Jim Cuttita to  
approve the revision to policy # 3150, School  
Volunteers. Motion approved unanimously.

**Policy 3150**

Jim Cuttita moved, seconded by Will Finch to  
approve the first reading of the following policies:

**1<sup>st</sup> Reading  
Policies**

- 6170 Fingerprinting of Prospective School Employees
- 7410 Extracurricular Activities
- 7411 Student Publications
- 7412 Limited Open Forum
- 7420 Sports and the Athletic Program
- 7430 Contests for Students, Student Awards and Scholarships
- 7450 Fund Raising by Students

Motion approved unanimously.

Jim Cuttita moved, seconded by Will Finch to accept the following O'Connor Foundation grants:

- \$1,000 Character Ed – year end field day
- \$ 630 A. Fiske – 3<sup>rd</sup> grade play
- \$1,000 Athletic Association – running club
- \$ 500 grant for plants for sculpture garden

Motion approved unanimously.

**O'Connor Grants**

Will Finch moved, seconded by Jim Cuttita to approve the request for the use of the athletic field for American Legion Baseball, pending receipt of proof of insurance. Motion approved unanimously.

**Am. Legion Baseball**

Ed Fersch moved, seconded by Jim Cuttita to approve the CSE recommendations for the following students:  
#’s: 2423, 2393, 2653, 1765, 2360, 2840, 2717, 2424, 2583, 2660, 2680, 2681, 1711, 2673, 2407, 2408, 2728, 1876, 2543, 2696, 2341, 1879, 2133, and 2934. Motion approved unanimously.

**CSE**

**Public Comments:**

1. Jim Cuttita inquired if Alan Davis wanted the flower barrels for the school. Alan indicated he did.
2. Question as to whether the school is liable if volunteers do something illegal while they are in school as volunteers. The answer is yes.
3. Is the summer office aide position for adults only or can students hold that position? Jean Menchen replied that it is a office position for adults due to the responsibility of checking in packages, etc.

Ed Fersch moved, seconded by Jim Cuttita to enter into executive session at 9:15 pm to discuss the employment history of several employees and to discuss negotiations. Motion approved unanimously.

**Into Exec. Session**

Ed Fersch moved, seconded by Jim Cuttita to come out of executive session at 9:45 pm. Motion approved unanimously.

**Out of Exec. Session**

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No action was taken during executive session.

Jim Cuttita moved, seconded by Will Finch to adjourn  
the meeting at 9:45 pm. Motion approved unanimously.

**Adjourn**

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Cherie Serrie, Secretary

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Phillip Zorda, BOE President

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Craig G. Carr, Superintendent