

Roxbury Central School District
Board of Education Meeting
June 17, 2008

A regular meeting of the Roxbury Central School District was held on June 17, 2008.

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

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

Pledge of Allegiance.

Additions to agenda:

1. Executive session prior to personnel to discuss a contractual issue.
2. Executive session at the end of the meeting to discuss:
 - Negotiations
 - Personnel histories of particular employees
 - Student discipline issue
3. Other: Add #9 – Approve Nancy Slauson to serve on the audit committee.

Jo Hinkley and Laurie Andrews gave a CDEP presentation. Dr. Carr and the board acknowledged Jo and Laurie for their years of hard work on CDEP.

Ed Fersch stated that he would like to attend the training offered on July 23rd in Oneonta. Anyone else who wishes to attend should notify Cherie by 6/18.

President Zorda welcomed new board member Tara Poniros.

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

Treas. Report

Ed Fersch moved, seconded by Jim Cuttita to approve budget transfer schedule #9 in the amount of \$27,250 and budget transfer schedule #10 in the amount of \$6,530. 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	Debt. Ser.	cks
May	\$ 11,426.13	2	\$ 129.70	0	\$ 0	0	\$ 0	0
June.	\$ 908,373.48	123	\$ 10,514.76	15	\$ 5,706.44	5	\$ 551,476.57	0

Motion approved unanimously.

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Ed Fersch moved, seconded by Will Finch to approve the cafeteria budget as presented and to approve the a la carte pricing for 2008-09. Motion approved unanimously.

**08-09 Café Budget
A la carte prices**

The board requested that lunch prices and the possibility of an increase in pricing be revisited at the July meeting.

Jim Cuttita moved, seconded by Will Finch to approve the updated Fixed Asset Schedule as presented. Motion approved unanimously.

Fixed Asset Schedule

Jim Cuttita moved, seconded by Will Finch to enter into a commitment with Utica National for a 3 year fixed rate guarantee (for Commercial Package & Commercial Auto coverage). Motion approved unanimously.

**Utica National
Fixed Rate
Guarantee**

Will Finch moved, seconded by Ed Fersch to approve the agreement with the Office of General Services Division of Food Distribution and Warehousing. Motion approved unanimously.

OGS Agreement

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

**DCMO
Resolutions**

COOPERATIVE PURCHASING SCHOOL YEAR 2008-2009

WHEREAS,

The Cooperative Purchasing Service is a plan of a number of public school districts in the Delaware-Chenango-Madison-Otsego BOCES Area in New York, to bid jointly equipment, supplies and contract items, and

WHEREAS,

The Central School named below is desirous of participating with other districts in the Delaware-Chenango-Madison-Otsego BOCES in the join bidding of the items mentions above as authorized by General Municipal law, Section 119-o, and

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WHEREAS,

The Central School named below wishes to appoint the Delaware-Chenango-Madison-Otsego BOCES to advertise for bid, accept, tabulate bids and award bids on their behalf; therefore

BE IT RESOLVED,

That the Board of Education of the Central School listed below hereby appoints the Delaware-Chenango-Madison-Otsego BOCES to represent it in all matters relating above, and designates the Evening Sun Newspaper as the legal publication for all Cooperative Purchasing bids notifications, and,

BE IT FURTHER RESOLVED,

That the Board of Education of the Central School listed below authorizes the Delaware-Chenango-Madison-Otsego BOCES to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned commodities, and,

BE IT FURTHER RESOLVED,

That the Board of Education of the Central School listed below agrees to (1) assume its equitable share of the costs of the Cooperative Bidding; (2) abide by majority decisions of the participating districts; (3) abide by the Award of the BOCES Board; (4) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).

**GENERIC
SCHOOL YEAR 2008-2009**

WHEREAS,

It is a plan of a number of public school districts in the Delaware-Chenango-Madison-Otsego BOCES Area in New York, to bid jointly equipment, supplies and contract items, and

WHEREAS,

The Central School named below is desirous of participating with other districts in the Delaware-Chenango-Madison-Otsego BOCES Area in the joint bidding of the items mentioned above as authorized by General Municipal Law, Section 119-o, and

WHEREAS,

The Central School named below wishes to appoint a committee made up of participating schools to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids and providing the information to their Board of Education who will make the awards; therefore

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BE IT RESOLVED,

That the Board of Education of the Central School listed below hereby appoints the Delaware-Chenango-Madison-Otsego BOCES to represent it in all matters relating above, and designates the Evening Sun Newspaper as the legal publication for all Cooperative Purchasing bid notifications and,

BE IT FURTHER RESOLVED,

That the Board of Education of the Central School listed below authorizes the above committee to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned items, and,

BE IT FURTHER RESOLVED,

That the Board of Education of the Central School listed below agrees to (1) abide by the majority decisions of the participating districts on quality standards; (2) that it will award contracts based on information provided from the bid; (3) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).

**FOOD and CAFETERIA SUPPLIES
SCHOOL YEAR 2008-2009**

WHEREAS,

It is a plan of a number of public school districts in the Delaware-Chenango-Madison-Otsego BOCES Area in New York, to bid jointly Cafeteria supplies including but not limited to food and paper items, and

WHEREAS,

The Central School named below is desirous of participating with other districts in the Delaware-Chenango-Madison-Otsego BOCES Area in the joint bidding of the commodities mentioned above as authorized by General Municipal Law, Section 119-o, and

WHEREAS,

The Central School named below wishes to appoint a committee made up of participating schools to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids and awarding bids and reporting the results to the schools; therefore;

BE IT RESOLVED,

That the Board of Education of the Central School listed below hereby appoints the Delaware-Chenango-Madison-Otsego BOCES to represent it in all matters relating above, and designates the Evening Sun Newspaper as the legal publication for all Cooperative Purchasing bid notifications, and,

BE IT FURTHER RESOLVED,

That the Board of Education of the Central School listed below authorizes the above committee to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned commodities, and,

BE IT FURTHER RESOLVED,

That the Board of Education of the Central School listed below agrees to (1) assume its equitable share of the costs of the Cooperative Bidding; (2) abide by majority decisions of the participating districts on quality standards; (3) that it will award contracts according to the recommendations of the committee; (4) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).

Motion approved unanimously.

Will Finch moved, seconded by Jim Cuttita to approve the Extra-Classroom Activity Fund Account for May, 2008. Motion approved unanimously.

Student Fund

Ed Fersch moved, seconded by Jim Cuttita to approve the minutes of the meetings held on May 14, 2008 and May 20, 2008. Motion approved unanimously.

Minutes

Public Comments:

1. Question regarding if the rate is a fixed rate for reduced price meals. (Yes, the government sets the rate).
2. Question concerning the addition of 2 special education teachers.

President's Report:

Ed Fersch moved, seconded by Jim Cuttita to nominate Antha M. Robbins as the Area 8 director for NYSSBA. Motion approved unanimously.

**Robbins
Area 8
NYSSBA**

3. The Rural Schools Association Conference will be held at The Otesaga on 7/13-15.
4. Thank you letters were received from grades 5 & 6 for sending them on their class trip whale watching.

Superintendent's Report:

1. The CROP program has been approved for another 5 years. The school district has budgeted for transportation for next year.
2. The NYS Attorney General is requesting information on working retirees. The school has responded that no retirees in the ERS are working and that 2 retirees in the TRS are working at RCS. Both employees will be making less than the cap in salary.
3. The school budget has passed for next year and the newly elected board member is Tara Poniros.
4. Update on the Excel project. MARCH Associates believes the project can be done this summer. It was suggested that the school obtain a performance bond.
5. Applications were sent to families for the Pre-K program. The Pink Elephant pre-school has closed and offered to sell their equipment at a reduced price to RCS.
6. Mentor orientation: RCS is hiring two special education teachers, one math teacher and one English teacher. Mentors will be assigned as appropriate.
7. An orientation day schedule is enclosed.

Board Comments & Questions:

1. Ed Fersch stated that there were 17 different music adjudications. Most received "outstanding" or "excellent" scores and one received a "perfect" score. The music department has spent extra time with students preparing for this event.

Ed also wanted to thank everyone for moving the date of the board meeting due to the Honor Society inductions being rescheduled.

2. Phil Zorda commented that the video on Dora Fowler, which was shown on CDEP day, was excellent.

Old Business: None

Superintendent's Recommendations:

1. Dr. Carr requested the board's approval of the survey response regarding the BOCES vacancy. The board unanimously agreed with his response to keep the BOCES intact.

Will Finch moved, seconded by Jim Cuttita to approve the CDEP Plan as presented. Motion approved unanimously.

**CDEP
Plan
Approved**

Ed Fersch moved, seconded by Will Finch to approve the School Safety Plan. Motion approved unanimously.

**School Safety
Plan Approved**

Ed Fersch moved, seconded by Jim Cuttita to approve the textbook recommendations for 2008-2009. Motion approved unanimously.

**Textbook
Recommendations
2008-09**

Ed Fersch moved, seconded by Will Finch to enter into executive session to discuss a contractual issue at 8:30 pm. Motion approved unanimously.

Into Exec Session

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

Out of Exec Session

No action was taken during executive session.

Ed Fersch moved, seconded by Jim Cuttita to approve the tenure recommendation for Carol Meckes as an elementary teacher, effective 8/17/08. Motion approved unanimously.

Meckes Tenure

Jim Cuttita moved, seconded by Will Finch to approve the following personnel items:

Personnel

1. Marianne Schor, PO Box 262, Roxbury, NY as a permanent clerk as per civil service title, at the rate of \$9.96/hr, effective June 12, 2008, pending successful completion of the probationary period.
2. Dawn Kalleberg, 53364 St. Hwy. 30, Roxbury, NY as a special education teacher, grades K – 12, beginning September 3, 2008, at Step 9, MA at \$42,598. pending fingerprint clearance as required by SAVE legislation.
3. Laura Brennan, 28 Sterley Ave., Saugerties, NY 12477 as a special education teacher, grades K-12, beginning September 3, 2008 contingent on the completion of her degree by September 1, 2008, at MA + Step 1, at \$37,955., and pending fingerprint clearance as required by SAVE legislation.
4. Stephanie Lalosh in a secondary English tenure position, effective September 3, 2008, salary per RTA contract.
5. Letter of resignation from Michelle Gugino, effective June 28, 2008 with regret.

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6. One additional teaching period per day for Lisa Faraci beginning September 3, 2008 through June 25, 2009 for \$6,934. She will remain in the elementary tenure area (.5 Pre-Kindergarten and .5 Orton-Gillingham).
7. Margaret Pebler to K-12 reading tenure area to perform AIS services as outlined in the position description at a salary of \$69,789. effective September 3, 2008.
8. Joan Kemp-Riordan as a substitute teacher for the special education summer school program.
9. A salary of \$23.00/hour for Nanci Arvanete as a home based instruction provider, effective July 1, 2008.
10. Michelle Massell as a swim aide for the summer recreation program
11. Bus drivers for the summer recreation program as per the current hourly rate:
 - Rob Sanford
 - Loren Shultis
 - Cheryl Hinkley
 - Fred Hults
 - Patricia Keith
 - Maryellen Schuman
 - Vic Sprague
 - Cindy Whitney
 - Marlene Wright

Motion approved unanimously.

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

Policy Approval

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 6170, 7410, 7411, 7412, 7420, 7430 and 7450 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 4740, 5200, 5210, 5220, 5230, 5305, 5800, and 9260, 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.

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

Policy Revisions

- 5110 Budget Development and Planning
- 5410 Purchasing
- 5570 Financial Accountability
- 5573 Internal Audit Function
- 5630 Facilities: Inspection, Operation and Maintenance
- 5631 Hazardous Waste and Handling of Toxic Substances by Employees
- 5650 Energy/Water Conservation and Recycling of Solid Waste
- 5680 Safety and Security
- 5681 School Safety Plans

Motion approved unanimously.

The Board reviewed the following policies:

- Policy 3410 – Code of Conduct on School Property
- Policy 1520 – Public Conduct on School Property

Ed Fersch moved, seconded by Jim Cuttita to approve the CSE recommendations for the following students: #'s 2878, 1801, 2581, 1993, 2823, 2934, 2697 and 2884. Motion approved unanimously.

CSE

Jim Cuttita moved, seconded by Will Finch to accept the Robinson-Broadhurst Foundation grant in the amount of \$10,000 for family counseling services for families in Stamford, So. Kortright, Roxbury and Worcester School District. Motion approved unanimously.

**Robinson-
Broadhurst Grant
Family Counseling**

Jim Cuttita moved, seconded by Ed Fersch to accept the following donations from the PTSA:

PTSA Donations

- \$100 – Character Ed.
- \$100 – Library books

Motion approved unanimously.

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Ed Fersch moved, seconded by Jim Cuttita to approve the request from the Jay Gould Church for the use of a school bus and driver on June 18, 2008. Motion approved unanimously.

**Jay Gould Church
Approval for bus
and driver**

Discussion on the senior trip itinerary for June, 2009 was tabled until July.

Ed Fersch moved, seconded by Will Finch to set the date for the organization meeting for the Board of Education for July 9, 2008 at 7 pm. Motion approved unanimously.

**Organizational
Meeting Date Set**

Jim Cuttita moved, seconded by Will Finch to approve Nancy Slauson as a member of the audit committee. Motion approved unanimously.

**Nancy Slauson
Audit Committee**

Public Comments: None

Jim Cuttita moved, seconded by Ed Fersch to enter into executive session at 9:28 pm to discuss the following:

Into Exec. Session

- Negotiations
- Personnel histories of particular employees
- Student discipline issue

Motion approved unanimously.

Ed Fersch moved, seconded by Will Finch to come out of executive session at 10:10 pm. Motion approved unanimously.

**Out of Exec.
Session**

No action was taken during executive session.

Jim Cuttita moved, seconded by Will Finch to adjourn the meeting at 10:10 PM. Motion approved unanimously.

Adjourn

Cherie Serrie, Secretary

Phillip Zorda, BOE President

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Craig G. Carr, Superintendent