

Roxbury Central School  
Board of Education Meeting  
June 9, 2010

A regular meeting of the Roxbury Central School District Board of Education was held on June 9, 2010.

Present: Ed Fersch, Jim Cuttita, Will Finch, Tara Poniros.  
Absent: 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.

Additions to agenda:

1. Executive session to discuss the employment histories of particular employees.
2. Add under personnel, #10: Marissa Greene as a substitute swim aide for the summer program.

Jim Cuttita moved, seconded by Will Finch to approve the treasurer's report for May, 2010. Motion approved unanimously.

**Treas. Report**

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

Transfer schedule #10 - \$6,300.00

Transfer schedule #10A - \$1,500

Transfer schedule #10B - \$800

Motion approved unanimously.

**Budget Transfers**

The fund balance and budget status reports were reviewed.

Will Finch moved, seconded by Jim Cuttita to approve the cafeteria budget for 2010-2011. Motion approved unanimously.

**Café Budget  
2010/11**

Jim Cuttita moved, seconded by Will Finch to approve the following milk and ice cream bids:

Crowley - Milk Products

Huff - Ice Cream Products

Motion approved unanimously.

**Milk/Ice Cream Bids**

Jim Cuttita moved, seconded by Will Finch to approve the ONC BOCES rental contract for 2010-2011 for the Distance Learning room at \$5,207. Motion approved unanimously.

**ONC BOCES  
RENTAL  
DL ROOM**

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

GENERIC  
SCHOOL YEAR 2010-2011

**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 119-0, 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

**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 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 2010-2011

**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 119-0, 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 designated 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).

COOPERATIVE PRUCHASING  
SCHOOL YEAR 2010-2011

**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 joint bidding of the items mentioned above as authorized by General Municipal Law, Section 119-0, and

**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 bid 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).

Motion approved unanimously.

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

**Fixed Asset  
Schedule**

Tara Poniros moved, seconded by Jim Cuttita to approve the Omni Group services agreement for 2919-2011. Motion approved unanimously.

**Omni Group  
Services  
Agreement**

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Will Finch moved, seconded by Tara Poniros to approve the bills for audit as follows:

**Bills**

	General Fund	cks	School Lunch	cks	Fed. Fund	cks	Debt Ser	cks
May	\$ 12,447.44	0	\$ 186.97	0		0	\$ 0	0
June	\$ 892,254.24	96	\$ 9,859.54	17	\$ 2,792.91	6	\$ 607,506.2	1

	Capital Fund	cks
May	\$ 0	0
June	\$ 2,500.00	1

Motion approved unanimously.

The internal claims auditor's findings summary for May, 2010 was attached.

Jim Cuttita moved, seconded by Will Finch to approve the extra-curricular activity fund account for the month of May, 2010. Motion approved unanimously.

**Student Fund**

Jim Cuttita moved, seconded by Tara Poniros to approve the minutes of the meeting from 5/12/10 as corrected. Motion approved unanimously.

**Minutes**

Public Comments:

Amy Burrows, Lacey Stewart and Kendall Sprague addressed the board and administration and spoke in support of Mrs. Garofolo as a teacher and as a coach.

President's Report:

1. Ed Fersch received letters from the 5<sup>th</sup> and 6<sup>th</sup> grade classes thanking the board for making their class trip to Mass. possible. The letters were shared with the other board members.
2. Copies of letters sent by Eric Windover to individuals and local agencies that participated in the Mock DWI crash were shared with the board.

Superintendent's Report:

1. The Catskill Area School Study Council's School Boards Institute summer workshop will be held on July 20, 2010
2. The Rural Schools Annual Conference will be held on July 11-13, 2010 at the Otesaga Hotel in Cooperstown, NY. A tentative outline was included in the board packets.
3. A list of outside agencies that have requested the use of the school throughout the year was distributed.
4. Although the Wellness Committee has been inactive this year the committee plans on being much more active next year, and in addition to the present committee members, new members will be recruited.

5. The budget for 2010-2011 passed. The voting record is as follows:

	Yes	No	
Budget Vote	221	91	
Repair Reserve	228	68	
Ed Fersch (BOE)	235		(ran unopposed)

Principal's Report:

1. Updates on the employee observations and evaluations have been given throughout the year. The majority are completed, with only the TA evaluations outstanding.
2. A committee has been formed to look at the APPR form and to "revamp" the supervision and evaluation system. Due to changes at the State level this committee is on hold. Beginning in 2010-2011 40% of the teacher evaluation criteria will be from student growth and 60% will come from criteria for effective teaching. Eric is waiting on the commissioner regulations and guidance to be received before proceeding. The RTA agrees with this decision.
3. Certified personnel will soon have an 'identifier" which will link those professionals to their students and to the courses taught.
4. Eric will be attending the Rear Admiral of the Navy luncheon in July and will not be at the July board meeting. Eric plans on doing a mass presentation on CDEP, school report cards, student data, etc. in August.
5. Eric is still working on correcting old data that was incorrectly reported or was not transferred correctly from one agency to another.
6. Some out-of-house students will be returning to RCS next year. The plan to bring back these students has required extensive professional development and an analysis the physical building as well. Training and certification for teacher and Eric to prepare for the return of students for the in-house special education program is taking place. Tom O'Brien recommended Eric attend training to become a certified TCI trainer, which will be held over 4 days at Cornell.

Board Comments:

1. Ed commented that the Honor Society Induction and Academic Banquet was very well attend and organized. Tom O'Brien stated that he has sent a thank you letter to management at Hannah Resort.

Old Business: None

New Business:

Tara Poniros moved, seconded by Will Finch to approve the Memorandum of Agreement with the Roxbury Teacher's Association for a three year contract, July 1, 2010 – June 30, 2013. Motion approved unanimously.

**RTA  
Agreement**

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

1. Approve CROP MOA for July 1, 2010 – June 30, 2011
2. Approve Catskill Watershed Stormwater Maintenance Agreement
3. Building Condition Survey – William Taylor Architects
4. Approve contract with WB Roofing & Sheetmetal Inc.
5. Approve Cwynar & Company – engagement letter – 2010 audit
6. Approve maintenance agreement Kone Elevator
7. Approve advertisement to sell:
  - Piano
  - Van #55 - 2000 Dodge Caravan
8. Approve nomination of Antha Robbins for the Area 8 NYSSBA board member vacancy.
9. Approve Robert Cook as the graduation speaker

Motion approved unanimously.

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

#### **Personnel**

1. Approve the following Class/Club advisors
  - Class of 2011 – 12<sup>th</sup> – Elizabeth Cowan as per RTA contract  
Heather Slauson @ \$563.
  - Class of 2011 – 11<sup>th</sup> – Margaret Pebler and Tina Peters as per RTA  
contract
  - Class of 2013 – 10<sup>th</sup> – Tamara McIntosh and Cynthia Lawrence as per  
RTA contract
  - Class of 2014 – 9<sup>th</sup> – Stephanie Lalosh and Stephanie Massell as per RTA  
contract
  - Class of 2015 – 8<sup>th</sup> – Wendy Greene @ \$844.  
Deborah Lalosh @ \$844.
  - Class of 2016 – 7<sup>th</sup> – TBD
  - FCCLA – Mary MacNaught at Step 3 of the new RTA contract
  - Honor Society – Dorothy Glas as per RTA contract
  - Science Olympiad – Fred Zimmerman as per RTA contract
  - Student Council – Wendy Greene @ \$528.50 (split stipend)  
Elizabeth Cowan as per RTA contract (split stipend)
2. Approve Student Fund advisors as follows:
  - Class of 2011- 12<sup>th</sup> – Elizabeth Cowan and Heather Slauson
  - Class of 2012 – 11<sup>th</sup> - Margaret Pebler and Tina Peters
  - Class of 2013 – 10<sup>th</sup> - Tamara McIntosh and Cynthia Lawrence
  - Class of 2014 – 9<sup>th</sup> - Stephanie Lalosh and Stephanie Massell
  - Class of 2015 – 8<sup>th</sup> - Wendy Greene and Deborah Lalosh
  - Class of 2016 – 7<sup>th</sup> - TBD
  - RCS Athletic Club – Thomas Faraci

- Cheerleading – Wendy Greene
  - FCCLA – Mary MacNaught
  - Honor Society – Dorothy Glas
  - Science Olympiad – Fred Zimmerman
  - Student Council – Wendy Greene and Elizabeth Cowan
  - Varsity Ski Team – Jo Hinkley
3. Approve the following:  
Bus drivers for the summer recreation program as per the current hourly rate:
- Rob Sanford
  - Loren Shultis
  - Mike Carr
  - Cheryl Hinkley
  - Patricia Keith
  - Maryellen Schuman
  - Alan Davis
  - Cindy Whitney
  - Marlene Wright
  - Paul Shultis
- Summer Mechanic: Paul Shultis  
Bus monitors for the summer:
- Lisa Hubbard
  - Debbie Lalosh, at her currently hourly rate.
  - Laurie Perry - substitute
  - Pat Hagerott - substitute
4. Approve Jane Ware as the summer webmaster at \$712. (10 month stipend ÷ 2)
5. Approve the carry over of 10 vacation days for Thomas O'Brien, as required by Superintendent's contract, and to not reimburse an additional 1 vacation day per his request.
6. Approve Christine Murphy as a substitute LTA.
7. Approve Thomas Tryon as a student summer custodian from July 6, 2010 – August 27, 2010, (5 days/8 weeks -7 am – 3:30 pm) at \$7.25/hr.
8. Approve Lisa Hubbard as a teacher aide for the special education summer program, July 5, 2010 – August 13, 2010, 5 days/6 weeks, 8:00 am – 12:00 pm.
9. Approve Adam Arvanete to work a maximum of 20 hours per week from May 10, 2010 to August 31, 2010 and from September 1, 2010 to June 30, 2011 at a maximum of 12 hours per week.
10. Approve Marsisa Greene as a substitute swim aide for the summer recreation from July 06, 2010 – July 30, 2010 (5 days/4 weeks – 8:30 am – 3:00 pm) at \$7/25/hr.

Motion approved unanimously.

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Other:

Jim Cuttita moved, seconded by Will Finch to approve the use of the school lawn for the Roxbury Sidewalk Festival on 7/3/10 from 8 am to 5 pm (for non-commercial/political use). Motion approved unanimously.

**Sidewalk Festival**

Jim Cuttita moved, seconded by Tara Poniros to approve the CSE recommendations for the following students: #'s 3038, 2660, 2681, 2680, 3038, 2769, 2896, 2834 and 2676. Motion approved unanimously.

**CSE**

Public Comments: None

Jim Cuttita moved, seconded by Will Finch to enter into executive session at 8:00 pm to discuss the employment histories of particular employees. Motion approved unanimously.

**Into Exec Session**

Jim Cuttita moved, seconded by Will Finch to come out of executive session at 8:28 pm. Motion approved unanimously.

**Out of Exec Session**

Tara Poniros moved, seconded by Will Finch to adjourn the meeting at 8:28 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