

A regular meeting of the Roxbury Central School District Board of Education meeting was held on September 10, 2008 at 7:00 pm.

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

The meeting was called to order at 7:00 pm by President Zorda.

Pledge of Allegiance

Additions to agenda:

1. Add executive session to discuss the employment history of a specific employee.

Maggie Pebler, advisor for The Record (yearbook) addressed the Board regarding a proposed increase in the price of the yearbook from \$25 to \$30.

Jim Cuttita moved, seconded by Will Finch to approve the treasurer's report for August, 2008. Motion approved unanimously.

**Treas. Report**

Jean Menchen presented a review of the 2<sup>nd</sup> year internal audit report.

Jim Cuttita moved, seconded by Ed Fersch to accept the 2<sup>nd</sup> year internal audit report. Motion approved unanimously.

**2<sup>nd</sup> Year Audit Report**

The senior citizen tax exemption policy was tabled and will be brought back as a policy change.

The board reviewed Procurement Policy #5410, and Investment Policy #5220.

Jean Menchen distributed the tax apportionment and rate calculation, and the middle class star rebate information as FYI's. Stan Cwynar, the school auditor, will present the audit report on October 8.

Ed Fersch moved, seconded by Jim Cuttita to accept the bills for audit as follows:

	General Fund	cks	School Lunch	cks	Fed. Fund	cks	Capital Fund	cks
Aug.	\$ 2,749.13	0	\$ 102.91	0	\$ 916.00	0	\$ 0	
Sept.	\$ 382,874.77		\$ 5,302.82		\$ 21,668.96		\$ 1,227.32.	0

Motion approved unanimously.

Jean Menchen distributed information on REAP Awards as an FYI.

Jim Cuttita moved, seconded by Will Finch to approve the Extra-Classroom activity fund account for August, 2008. Motion approved unanimously.

**Student Fund**

Ed Fersch moved, seconded by Tara Poniros to approve the minutes of the meeting of August 13, 2008 as corrected. Motion approved unanimously.

**Minutes**

Public Comments:

1. What is the rate of pay for homework help instructors?
2. Was the teacher who resigned someone who was just hired?
3. Is the substitute teacher in the special ed. position certified in special education?
4. Have the local colleges been contacted regarding a possible special education internship?
5. Newsweek is available on-line.
6. Would like to see 98% of the graduating class go on to college.

President's Report:

1. The outside walking tour of the main building will be on 10/08 at 6:00 pm.
2. The Utica National Seminar on transportation will be on 9/11/08.

Superintendent's Report:

1. Opening day went well and Tom thanked Ed Fersch and Phil Zorda for attending the Superintendent's Conference Day. Pre-K is going very well.
2. The district has received a letter from Mike Dodd, an attorney from Ferrara, Fiorenza, et. al., suggesting that FMLA leaves should not be decided by the Board of Education, but by administration. Tom distributed the form for FMLA from the Dept. of Labor. Administration will notify the board if anyone receives FMLA leave. FMLA and sick leave will run concurrently.
3. K-3 now receives 30 minutes of physical education per day.
4. The CROP bus driver rate approved at the last board meeting is 5 years old. A letter was received from Loren Shultis, CSEA President, requesting to open up labor relations to discuss a possible rate change. A date will be set in the near future.
5. An air quality complaint has been received from a member of the faculty. An air monitoring company from Binghamton will be coming to take air samples.
6. Update on the Principal search – 4 candidates have been interviewed with 4 more scheduled for interviews on 9/11/08. The interview committee will meet Friday after school to discuss the candidates. After discussion it was decided that the Board would like to interview at least 2 candidates.
7. The capital project should be completed by 9/19/08.

8. On Friday morning Tom will attend a meeting with some of the other ONC BOCES area superintendents and see if there is a collective voice in the direction they would like ONC BOCES to go in.
9. The superintendent cabinet meeting is next week. After the cabinet meeting the superintendent's will have another meeting and ask Dr. Davis, the Interim Superintendent, to join in their discussion of options for the area schools (concerning ONC BOCES).

Board Comments and Questions:

1. Ed Fersch distributed a list of CDEP meeting dates. He requested that Tara and Phil look over the CDEP calendar to see what meetings they may be able to attend.

New Business:

Superintendent Recommendations:

1. The sale of excess transportation fleet was discussed. It was suggested that a minimum bid be placed on the vehicles.
2. Tom sent a memo to all staff encouraging them to use of the available school vehicles to drive to conferences instead of asking for mileage reimbursement.

Ed Fersch moved, seconded by Jim Cuttita to authorize the sale of excess transportation fleet, # 36 and #50, with a minimum bid. Motion approved unanimously.

**Excess Transportation  
Fleet**

Ed Fersch moved, seconded by Will Finch to authorize Tom O'Brien to sign a letter of agreement between Roxbury Central School and the Town of Roxbury providing custodial services in exchange for rock salt. Motion approved unanimously.

**Agreement w/Town of  
Roxbury**

Personnel:

Jim Cuttita moved, seconded by Will Finch to approve the contract for Thomas J. O'Brien as Superintendent, starting August 18, 2008, through June 30, 2012, at an initial annual base salary of \$105,000. Motion approved unanimously.

**O'Brien Contract**

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

**Personnel**

1. Approve an additional .33 periods, beyond the allotted teaching time, for Jo Hinkley, at \$1,847.38, as per RTA contract.
2. Accept letter of resignation from Laura Brennan as a special education teacher.
3. Approve Deseree Schuman as a peer tutor for CROP.
4. Approve Carol McGinnis and Makenzie Davie as substitute CROP peer tutors.
5. Accept resignation of Rinda Robillard-Mattice as advisor for Class of 2014.
6. Approve Stephanie Lalosh as an advisor for the Class of 2014, as per RTA contract.
7. Approve Julie Mauer, Prattsville, NY as a substitute teacher for grades K-6 (fingerprint clearance received).
8. Approve Science Olympiad coaches as follows:

Fred Zimmerman	Coordinator/Jr. Hi Head Coach	\$ 3,316.
Fred Zerega	H.S. Head Coach	\$ 2,075.
Jamie Kellerhouse	Assistant Coach	\$ 1,355
Cathy Rappleeya	Assistant Coach	\$ 1,355
Al Vigna	Assistant Coach	\$ 1,355
Joan Riordan	PT/Hourly - \$15/hr up to 20 hours	
Kristen VanBenschoten	PT/Hourly - \$15/hr up to 20 hours	
9. Approve Jennifer Schuman, 53668 St. Hwy. 30, Roxbury, NY as a substitute teacher for grades K-12. (Fingerprint clearance received).
10. Approve for Homework Help teachers and substitutes – all at \$40 hourly
  - Greg Funck
  - Greg Muehl
  - Joan Riordan
  - Tina Peters
  - Kristen VanBenschoten
  - Stephanie Lalosh
11. Approve Nickolett Sprague, PO Box 199, Arkville, NY as a substitute teacher for grades K-12, pending fingerprint clearance as required by SAVE legislation.

Motion approved unanimously.

Other:

Ed Fersch moved, seconded by Jim Cuttita to approve the following as TSA Vendor Fund Accounts:

**TSA Vendor Accounts**

- Franklin Templeton Bank & Trust
- Oppenheimer Funds

Motion approved unanimously.

Jim Cuttita moved, seconded by Will Finch to approve a building use request from Girl Scouts for 10/2/08 for Girl Scout recruitment/registration. Motion approved unanimously.

**Bldg. Use Girl Scouts**

Will Finch moved, seconded by Tara Poniros to approve the Emergency Management Plan for 2008/09. Motion approved unanimously.

**Emerg. Management Plan**

Jim Cuttita moved, seconded by Will Finch to approve donation of therapy books, journals and magazines from Patricia Giella (as per attached) with a letter of thanks. Motion approved unanimously.

**Donation of Books and Magazines**

Jim Cuttita moved, seconded by Will Finch to approve the increase in the sale price of yearbooks from \$25 to \$30. Motion approved unanimously.

**Yearbook Price Inc.**

Jim Cuttita moved, seconded by Tara Poniros to approve the CSE recommendations for the following students: #'s 2960, 2959, 2133, 2653, 2728, 2984 and 2543. Motion approved unanimously.

**CSE**

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

**Charter Clubs**

- RCS Music Association
- Class of 2010 (11<sup>th</sup>)
- Class of 2011 (10<sup>th</sup>)
- Class of 2014 (7<sup>th</sup>)
- National Honor Society
- Varsity Ski Team

Motion approved unanimously.

Public Comments:

1. Are the RCS plates being sold a fund raiser?
2. Loren Shultis congratulated Mr. O'Brien on his appointment as superintendent. Loren stated that he felt Tom was someone he could talk to and work things with out if needed.

Jim Cuttita moved, seconded by Will Finch to enter into executive session at 8:35 pm to discuss the employment history of a specific employee. Motion approved unanimously.

**Into Exec Session**

Roxbury Central School  
Board of Education Minutes  
September 10, 2008

Ed Fersch moved, seconded by Tara Poniros to come out of executive session at 8:55 pm. Motion approved unanimously.

**Out of Exec. Session**

No action was taken during executive session

Ed Fersch moved, seconded by Tara Poniros to adjourn the meeting at 8:55 pm. Motion approved unanimously.

**Adjourn**

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Cherie Serrie, Secretary

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Phillip Zorda, BOE, President

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Thomas J. O'Brien, Superintendent