

A regular meeting of the Roxbury Central School District Board of Education was held on September 9, 2009.

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

Pledge of Allegiance

Additions/Deletions to Agenda:

1. Delete budget transfers
2. Under Other: Add #4 – Set November meeting date
3. Under Personnel - #8, Correct to say "\$40" per hour
4. Add executive session at the end of the meeting to discuss the employment history of a particular employee.

The Board of Education, Tom O'Brien, Eric Windover and Alan Davis took a tour to see the summer building improvements.

Will Finch moved, seconded by Jim Cuttita to approve the treasurer's report for August, 2009. Motion approved unanimously.

Treas. Report

Jim Cuttita moved, seconded by Will Finch to approve the bills for audit as follows:

Bills

| | General Fund | cks | School Lunch | cks | Fed. Fund | cks |
|-------|---------------|-----|--------------|-----|--------------|-----|
| Aug. | \$ 4,138.41 | | \$ 0 | | \$ 39.08 | |
| Sept. | \$ 331,707.85 | | \$ 4,327.29 | | \$ 49,263.77 | |

Motion approved unanimously.

The internal claims auditor report summary was attached to the bills.

The Procurement Policy, #5410 and the Investment Policy, #5220, were reviewed. There were no suggested revisions.

Will Finch moved, seconded by Tara Poniros to approve the extra-classroom activity fund account for August, 2009. Motion approved unanimously.

Student Fund

Bonnie Walker moved, seconded by Will Finch to approve the minutes of the meeting on 8/12/09 as corrected. Motion approved unanimously.

Minutes

Tom O'Brien noted that an orientation for all extra-classroom fund advisors was held on the second conference day. The advisors signed an acknowledgement stating they received and understood the materials as presented on that day.

Public Comments: None

President's Report:

1. Ed Fersch, Jim Cuttita and Tom O'Brien attended a Catskill Area Study Council last month. Tom and Ed attended a session on Community & Superintendent Relations. Another discussion item that Jim Cuttita was on employment trends in the region.
2. Ed received a letter from an attorney sponsoring 3 different law seminars at The Desmond (at no charge). Anyone interested in attending should contact Ed.
3. The Utica National fall meeting will be held on 9/23/09 in Binghamton. The topic will be technology and will include discussions on trends in technology and cyber bullying. Eric Windover noted that the "barracuda" system is in place at RCS and has provided greater protection and a faster internet.
4. Donorschoose.org is an outside funding site set up by teachers. Eric presented this website last year. Rebecca Moskin signed RCS up for funding through this website.

The Board of Education will conduct the outside walk around the buildings at 6:00 pm on October 14th. They will meet at the bus garage.

The inside walk through will be before the January, 2010 meeting.

Superintendent's Report:

1. The Emergency Management Plan is in compliance and is stored in the Superintendent's office. Information such as names and telephone numbers will be updated.
2. There was a general review of the Consolidated Application.

Bonnie Walker inquired about President Obama's speech. Eric stated that it was videotaped and several DVD's were made. A memo was distributed to teachers that a DVD is available for anyone who wishes to view it.

Principal's Report:

1. Eric Windover distributed a packet of information on the following:
 - o Opening day of school (attached to minutes)
 - o An additional regents report
 - o A power point presentation that was given during on 9/2/09 conference day.
2. On the second conference day Theresa Glavin spoke to the faculty on team building and SMART goals.

3. CDEP will form subcommittee to:
 - Revise the APPR's
 - Monitor, collect and evaluate changes made to the schedule and handbook over the summer.

Tom O'Brien stated that the cafeteria will serve breakfast to Pre-K students and their families.

Board Comments & Questions: None

Old Business:

The Board discussed the Board of Education Goals. The Board will continually update and evaluate their goals.

New Business:

Jim Cuttita moved, seconded by Bonnie Walker to approve the issue of a Letter of Intent to Matthews Buses, for the purchase of a 60 passenger bus. Motion approved unanimously.

**Letter of Intent
Matthews Buses**

Personnel:

Personnel

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

1. Approve Patricia Lynn Sullivan, Bohemia, NY at MA, Step 1, \$39,163 per the RTA contract, as an elementary level long term substitute for the school year 2009-10, retroactive to 9/2/09.
2. Approve following as substitutes for the 2009/10 school year. Fingerprint clearance has been received.
 - Jesse Needham - teacher, K-12
 - Joseph Landriscina – teacher, 7 - 12
 - Patricia Haggerott – teacher aide, K-12
 - Connie McAfee - teacher, K-12
 - Cheryl McGinnis – teacher aide, K-12 and cafeteria worker
 - Kathleen McCarthy – teacher aide/assistant K-3
 - Linda Shultis – secretary
3. Rescind motion for a Level I mentor for Elizabeth Slutzky
4. Approve appointment of mentors as follows:

| | | |
|-------------------------------|-----------------|------------|
| Alice Fiske | Level I Mentor | \$2,400 |
| (mentoring Barbara Cella) | | |
| Karen Bramley | Level II Mentor | no stipend |
| (mentoring Patricia Sullivan) | | |

Lisa Faraci Level II Mentor no stipend
(mentoring Elizabeth Slutzky)

Al Vigna Level III Mentor no stipend
(mentoring Greg Muehl)

Sue Sluiter Level III Mentor no stipend
(mentoring Tammy Allison)

5. Approve Mary MacNaught as an unpaid advisor for the Class of 2014 (8th grade).

6. Approve following Science Olympiad coaches as per RTA contract:

Fred Zimmerman Coordinator/Jr. Hi Head Coach .

Fred Zerega H.S. Head Coach .

Jamie Kellerhouse Assistant Coach

Cathy Rappleyea Assistant Coach

Al Vigna Assistant Coach

TBD

7. Approve change of working hours from night shift to day shift as per CSEA contract for Victoria Fairbairn, effective 9/20/09.

8. Approve the following teachers as Homework Help Instructors at \$40/hour, starting 9/10/09:

Grades 7 – 12, Tuesday, Wednesday, Thursday

Rinda Robillard-Mattice

Tina Peters

Stephanie Lalosh

Joan Kemp-Riordan

Tammy Allison

Grades 5 & 6, Monday - Thursday

Jamie Kellerhouse

Greg Muehl

Cathy Rappleyea

9. Approve the following substitute custodial workers:

• John Agostinello

• Jon Dykstra

• Logan Coss

• Thomas Tryon

10. Approve the following CROP appointments for the 2009-10 school year. Fingerprint clearances have been received.

Site Coordinator

Ellen Stewart

Activity Leader

Cheryl Hadden

Activity Leader

Kristi Hadden

Activity Leader

Sue Cole

Activity Leader

Stephanie Massell

Activity Leader

William Allison

Substitute Activity Leaders:

- Raina Shepard
- Bea Shepard
- Bob Stewart
- Becky Hubbell
- Sandra Walcutt

Peer Tutors (full time)

- Andrew Merwin
- Kaitlyn Brew
- Doug Massell
- John Cronk

Peer Tutors (part time)

- Nevada Schuman
- Stephanie Finch
- Heather Reinshagen
- MacKenzie Davie
- Christian Schor
- Danny Bird
- Marina Eignor
- Jon Varecchia
- Megan Wallace
- Abby Wallace

11. BE IT RESOLVED, pursuant to Section 71 of the Civil Service Law, the Board hereby terminates the services of Fred K. Hults, retroactive to August 24, 2009.

Motion approved unanimously.

Other:

Bonnie Walker moved, seconded by Jim Cuttita to approve the following:

**Policy
Adoption**

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: Policy numbered 6511 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 policy 9290 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 Bonnie Walker to approve the following:

**Policy Book
Adoption**

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 this Policy Manual for the District in its entirety; and

BE IT RESOLVED that the Foreword, Educational Philosophy and School District Goals and Objectives statements are hereby approved and ordered incorporated into the Policy Manual adopted by the Board and made a part thereof; and

BE IT RESOLVED that the policies contained in this Manual shall supercede all previous policies adopted by the Board of Education which are hereby revoked and rendered null and void; and

BE IT RESOLVED that the right to amend or revoke these current policies at any time is reserved to the Board of Education; and

BE IT RESOLVED that in the event any policy, part of a 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.

Bonnie Walker moved, seconded by Will Finch to accept an anonymous donation of goods to the Class of 2012. Motion approved unanimously.

**Donation to the
Class of 2012**

Bonnie Walker moved, seconded by Tara Poniros to change the date of the November, 2009 Board of Education meeting to November 12, 2009, due to the Veteran's Day holiday. (Meeting date will be advertised). Motion approved unanimously.

**Nov. Mtg. Date
Changed**

Public Comments: None

Jim Cuttita moved, seconded by Will Finch to enter into executive session at 8:25 pm to discuss the employment history of a particular employee. Motion approved unanimously.

Exec. Session

Bonnie Walker moved, seconded by Will Finch to come out of executive session at 8:42 pm. Motion approved unanimously.

Out of Exec. Session

No action was taken during executive session.

Bonnie Walker moved, seconded by Will Finch to adjourn the meeting at 8:42 pm. Motion approved unanimously.

Adjourn

Cherie Serrie, Secretary

Edward Fersch, President
Board of Education

Thomas J. O'Brien, Superintendent