

Board of Education Meeting  
October 10, 2018

The Regular Meeting of the Roxbury Central School District was held on October 10, 2018.

Present: Board President: Ed Fersch  
Board Vice President: Kelli Winnie  
Trustees: Ed Dalski  
Denise Johnston  
Dawn Kalleberg  
Superintendent: Thomas J. O'Brien  
Principal: Jill Ten Eyck  
Treasurer: Wendy Sprague  
Secretary: Marianne Schor

A Public Listening Session was held prior to the Regular Meeting.

President Fersch called the meeting to order at 7:01 PM.

David Brownell of Mostert, Manzanero & Scott, LLP gave the external audit presentation of Roxbury Central School's 6/30/18 financial statements.

**Audit Report**

Ed Dalski moved, seconded by Denise Johnston, to approve the audit report for year ending 6/30/18. Motion approved unanimously.

John Deierlein, Vice-President and Government Banking Relationship Manager of NBT Bank, gave a presentation on NBT's investment options for the Roxbury Central School District, in particular Reciprocal Deposit investments.

**NBT Investment Options**

Laura O'Brien, Roxbury Central School's Gardener, presented a slide show on the RCS garden and discussed what projects have been done and her plans for the future.

**RCS Garden**

Additions to agenda:

1. Under Superintendent's Report, add #2 – Child Nutrition Audit
2. Executive session at the end of the meeting to discuss a student issue and the Superintendent's evaluation.
3. Under President's Report, add #3 – CASSC Report

Kelli Winnie moved, seconded by Denise Johnston to approve the treasurer's report for September, 2018. Motion approved unanimously.

**Treas. Report**

Kelli Winnie moved, seconded by Dawn Kalleberg, to approve the budget transfers to be effective 10/10/18 in the amount of \$325.00. Motion approved unanimously.

**Budget Transfers**

Wendy Sprague gave an update on State Reporting Year-End 2017-2018 (ST-3).

**State Reporting 17-18**

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The bills and the Claims Auditor's Report for September were reviewed.

**Bills & Claims**

Dawn Kalleberg moved, seconded by Denise Johnston to approve the extra-classroom activity fund report for September, 2018. Motion approved unanimously.

**Extra-Classroom  
Activity Fund**

Kelli Winnie moved, seconded by Ed Dalski to approve the minutes from the regular meeting on September 12, 2018 and the special meeting on September 20, 2018 as written. Motion approved unanimously.

**Minutes**

President's Report:

1. Mr. Fersch asked for feedback on the Superintendent's Evaluation form he had gotten from the New York State School Board Association (NYSSBA). There was a discussion on whether the board preferred this evaluation tool to the one they used last year. The board decided to go ahead with the NYSSBA one.
2. Mr. Fersch stated that they would not set a Policy Committee meeting date tonight as he has not been in contact with committee members to see what their availability is.
3. Mr. Fersch and Mrs. Kalleberg attended the School Board Institute Fall Workshop on September 18<sup>th</sup> at SUNY Oneonta. Mr. Fersch stated that one of the workshops was broken into groups for new members and seasoned members. Mrs. Kalleberg stated that the session she attended on social-emotional learning was valuable and resonated with what the district has been talking about. She added that the second session on the Role of a Board Member had a very dynamic speaker. Mr. Fersch stated that he thought the formats for the two sessions should have been reversed. The October SBI will be held on October 18<sup>th</sup> in Sidney. The speaker will be Regent Susan Mittler. Mr. Fersch, Mrs. Kalleberg and Mr. O'Brien will attend.

**Superintendent's Eval  
Process**

**Policy Committee  
Meeting Date Not Set**

**CASSC SBI Meeting**

Superintendent's Report:

1. Mr. O'Brien stated that he had a personal conflict with the scheduled date of the November board meeting, and asked the board if the meeting could be moved to November 13<sup>th</sup>. The board agreed.

**Nov. BOE Mtg  
Rescheduled**

Kelli Winnie moved, seconded by Ed Dalski, to move the regular Board of Education meeting from November 14, 2018 to November 13, 2018 at 7:00 PM. Motion approved unanimously.

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- 2. Mr. O’Brien stated that we were notified this week of an audit that will be done on our Child Nutrition program. The last one we had done was 4years ago, and it’s our turn in the cycle. After submitting preliminary paperwork, the State Education Department will send someone to the school to observe our processes and go over our paperwork. Mr. O’Brien will update the board when the audit has been done.

**Child Nutrition  
Audit**

Principal’s Report:

- 1. Ms. Ten Eyck gave a Powerpoint presentation on Open House. She stated that the community BBQ was a success, and added that all the board members participated. Ms. Ten Eyck stated that the students enjoyed the games, and that overall Open House was very positive. Mr. Fersch thanked Mrs. Kalleberg for the idea of the community BBQ and for spearheading the effort to make it happen.

**Open House**

- 2. Ms. Ten Eyck presented a Powerpoint that outlined criteria for selecting students for AIS. She reviewed the score chart from State Ed and discussed the programs and processes used to determine if a student needs AIS, as well as be recommended for honors programs.

**Test Data &  
Student Performance**

- 3. Ms. Ten Eyck shared a thank you note from the Delaware League executive secretary thanking Tom Faraci and Roxbury Central School for doing a great job hosting Project Perfect this year.

**Project Perfect**

Board Committee Reports:

- 1. RCM Committee:  
Mrs. Kalleberg shared details from the RCM meeting this month. She reviewed items in the RCMT Plan, and stated that the RCMT will be giving a presentation to the board next month.

**RCM Committee**

- 2. Board Goals Committee:  
Ed Dalski moved, seconded by Kelli Winnie, to adopt the following board goal for 2018-2019:  
The Roxbury Central School Board of Education will research available options for the Superintendent search and will articulate the process for the search by June 2019.  
Motion approved unanimously.

**Board Goals Committee**

Board Comments and Questions:

Mrs. Johnston asked what the best way to get the board’s questions regarding Project Achieve to administration – individually or for the board to meet and get a list a questions? Mr. Fersch stated they

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couldn't by law get together to discuss the program, but that if anyone has questions to forward them to administration and they will be addressed in a report that will be given after the 1<sup>st</sup> marking period. Mrs. Kalleberg asked if meeting with the District Superintendent in regards to the superintendent's search should be put in the board goals. Mr. Fersch stated that the board can review a timeline next month. Mrs. Kalleberg also stated that last month she had asked about how the board would circle back to items that were discussed to make sure things were being followed up on. A discussion followed as to whether items can be added to Old Business, and she used ESSA and the new guidelines for example as something that she would like to see information on. A discussion followed. ESSA will be put on the agenda under Old Business for next month.

Old Business: None

New Business:

**A. SUPERINTENDENT'S RECOMMENDATIONS:**

1. Kellie Winnie moved, seconded by Ed Dalski, to approve the following:
  - Approve Thomas O'Brien and Jill Ten Eyck as New York State Teacher Lead Evaluators.
  - Approve Thomas O'Brien as a New York State Principal Evaluator.

**O'Brien & Ten Eyck  
Evaluators**

Motion Approved Unanimously.

2. Kelli Winnie moved, seconded by Dawn Kalleberg, to approve the use of Auctions International, Inc. for the purpose of selling bus #64. Motion approved unanimously.

**Auctions Int'l for  
Bus #64**

3. Dawn Kalleberg moved, seconded by Kelli Winnie, to approve the following resolution:

**Remaining Cap.Reserve  
Fund to Gen. Fund Res.**

**WHEREAS** the Capital Project approved by the voters on May 17, 2016 has been completed, and;

**WHEREAS** \$8,331.14 remains in the Capital Reserve Fund;

**BE IT RESOLVED**, that the Board of Education of the Roxbury Central School District hereby authorizes the transfer of \$8,331.14 from the Capital Reserve Fund to the General Fund.

Motion approved unanimously.

**B. PERSONNEL:**

Dawn Kalleberg moved, seconded by Kelli Winnie, to approve the following personnel items:

**Personnel**

1. Approve an additional 1 teaching period per day for Tina Peters retroactive to 10/1/18 through 6/26/18 to provide additional AIS services at 1/10<sup>th</sup> of her salary

**Peters Add'l Period**

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- as per the RTA contract.
2. Approve an additional 1 teaching period per day for Amy Kauffmann retroactive to 10/1/18 through 6/26/18 to provide additional AIS services at 1/10<sup>th</sup> of her salary as per the RTA contract.
  3. Approve an additional 1 teaching period per day for Stephanie Shapiro retroactive to 10/1/18 through 6/26/18 to provide additional AIS services at 1/10<sup>th</sup> of her salary as per the RTA contract.
  4. Approve Laura Decker, 12153 Route 23, Ashland, NY 12407 as a substitute teachers aide pending fingerprint clearance.
  5. Approve Brenda Martin, POB 521, Grand Gorge, NY as a substitute teachers aide. Fingerprint clearance has been received.
  6. Approve Matthew Faraci, 60016 State Hwy. 30, Grand Gorge, NY as a substitute teacher K-12 pending fingerprint clearance.
  7. Approve winter coaches as follows:
    - Boys Varsity Basketball: Thomas Faraci as head coach as per the RTA contract; Mike Hynes as volunteer assistant coach with no stipend.
    - Boys Junior Varsity Basketball: Neil Snedeker as per the RTA contract
    - Boys Modified Basketball: Anthony Camillone as per the RTA contract
    - Ski Team: Jo Hinkley as per the RTA contract
    - Lisa Faraci as a girls basketball team coach level TBD as per the RTA contract. Level to be approved at the November BOE meeting.
    - Jane Ware as a girls basketball team coach level TBD as per the RTA contract. Level to be approved at the November BOE meeting.
  8. Approve hall monitors as follows:
    - Vicki Fairbairn
    - Brenda Hill
    - Nicole Perry – substitute
  9. Approve Eric Ianniello as a substitute CROP Peer Tutor.
- Motion approved unanimously.

C. Other:

1. Kelli Winnie moved, seconded by Denise Johnston, to approve the CSE Recommendations for the following students:  
#’s 3018, 3049, 4334, 4233, 4039 & 3058  
Motion approved unanimously.
2. Kelli Winnie moved, seconded by Ed Dalski, to approve the itinerary for the 7<sup>th</sup> grade trip to Washington DC on

**Kauffmann Add’l Period**

**Shapiro Add’l Period**

**Decker Sub Aide**

**Martin Sub Aide**

**M. Faraci Sub Teacher**

**Winter Coaches**

**CSE Recs.**

**7<sup>th</sup> Grade Trip**

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May 13-14, 2018. Motion approved unanimously.

3. Kelli Winnie moved, seconded by Ed Dalski, to approve contract with KPd Events for MC/DJ services for the Junior Prom on May 18, 2019. Motion approved unanimously.
4. Dawn Kalleberg moved, seconded by Kelli Winnie to approve the following applications for club charter:
  - Class of 2020
  - Class of 2022
  - Class of 2024
  - Student Council

**Prom DJ**

Motion approved unanimously.

5. Kelli Winnie moved, seconded by Ed Dalski, to approve the itinerary for the senior class trip from to Ocean City, Maryland on June 4-7, 2019. Motion approved unanimously.

**Sr. Trip Ocean City**

Public Comments: None

Kelli Winnie moved, seconded by Dawn Kalleberg, to go into executive session at 9:05 pm to discuss the superintendent’s evaluation and a student issue. Motion approved unanimously.

**Into Exec. Session**

Kelli Winnie moved, seconded by Ed Dalski, to come out of executive session at 9:23 pm. Motion approved unanimously.

**Out of Exec. Session**

Dawn Kalleberg moved, seconded by Kelli Winnie to adjourn the meeting at 9:23 pm. Motion approved unanimously.

**Adjourn**

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Marianne Schor, Secretary

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Ed Fersch, BOE President

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Thomas J. O’Brien, Superintendent