

A special meeting of the Roxbury Central School District was held on February 13, 2019 at 6:00 PM with the expected purpose of immediately going into executive session to discuss the superintendent search process.

Present: Board President: Ed Fersch  
Board Vice President: Kelli Winnie  
Trustees: Ed Dalski  
Denise Johnston  
Dawn Kalleberg

Kelli Winnie moved, seconded by Dawn Kalleberg, to go into Executive Session at 5:55 PM. Motion approved unanimously.

**Into Executive Session**

Kelli Winnie moved, seconded by Denise Johnston, to come out of executive session at 6:51 PM. Motion approved unanimously.

**Out of Executive Session**

Dawn Kalleberg moved, seconded by Kelli Winnie, to adjourn the special meeting at 6:51 PM. Motion approved unanimously.

**Adjournment**

A Public Hearing was held on February 25, 2019 at 7:00 PM in the RCS Library for the purpose of discussing the District-Wide School Safety Plan.

Mr. O'Brien reviewed the District-Wide School Safety Plan. A draft copy of the plan will be posted on the website. The plan will be up for approval at the March board meeting. The Public Hearing was closed at 7:10 PM.

**District-Wide School Safety Plan**

The regular meeting of the Roxbury Central School District was held on February 13, 2019.

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 rest of the meeting.

President Fersch called the meeting back to order at 7:10 PM.

Additions to agenda:

1. Executive session at the end of the meeting to discuss employee histories, student issues and legal issues.

Greg Beall, from the BOCES Central Business Office, gave the revenue update and fund balance analysis. A discussion followed.

**Budget Status Report**

Kelli Winnie moved, seconded by Denise Johnston to approve the treasurer's report for January, 2019. Motion approved unanimously.

**Treas. Report**

Wendy Sprague gave a report on the Child Nutrition Program's Community Eligibility Provision, which enables schools to serve all meals free of charge. She gave preliminary numbers, but stated that the application won't come out until after April 1<sup>st</sup>, which is the cutoff date for Free and Reduced numbers.

**Child Nutrition Prog. Update.**

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

**Appropriation of Funds**

**Be It Resolved** that the Board of Education of the Roxbury Central School District approves the appropriation of \$305,000 from Unappropriated Fund Balance to Appropriated Fund Balance to increase the appropriations of A2250-490.

Motion approved unanimously.

Kelli Winnie moved, seconded by Denise Johnston, to approve the budget transfers to be effective 2/13/19 in the amount of \$64,785.00. Motion approved unanimously.

**Budget Transfers**

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

**Bills & Claims**

Kelli Winnie moved, seconded by Denise Johnston to approve the extra-classroom activity fund report for January, 2019. Motion approved unanimously.

**Extra-Classroom Activity Fund**

Kelli Winnie moved, seconded by Dawn Kalleberg to approve the minutes from the regular meeting on December 12, 2018 as corrected. Motion approved unanimously.

**Minutes**

President's Report:

1. Mr. Fersch stated that the last Collaboration Meeting was cancelled due to an ice storm. It will be scheduled during the first week of March.
2. Mr. Fersch recognized Tina Peters, one of our high English teachers, for being named by the Catskill Mountain News as one of the top teachers in the area. Mr. Fersch congratulated Mrs. Peters on this distinction.
3. Mr. Fersch stated that the BOCES Administrative Presentation will be held on March 12<sup>th</sup> at NCOC.

**Collaboration Mtg.**

**Peters Top Teacher**

**BOCES Admin. Presentation & Annual**

He stated that there are a number of seats open to nominate candidates for the BOCES Board of Education. Mr. Fersch added that the BOCES Annual Meeting will be held on April 9<sup>th</sup>. Anyone interested in attending these meetings should contact Mrs. Schor.

**Meeting**

Superintendent's Report:

1. Mr. O'Brien stated that we had already discussed the governor's executive budget and other proposals during Mr. Beall's presentation at the beginning of the meeting.
2. Mr. O'Brien stated that our school gardener, Laura O'Brien will be going to SUNY Delhi on February 25<sup>th</sup> to take a food handling class. She will then be certified as a food handler and will be able to go into our kitchen and prepare not only foods grown in the school garden but foods from other local sources.
3. Mr. O'Brien stated that he's been hearing there is confusion about the Anti-Defamation League and No Place for Hate programs. He stated that they are two separate programs and discussed the difference between the two. A group of our high school students had a two-day training, and then a follow-up one-day training with the ADL program. Mr. O'Brien will sit down and meet with the student council on their thoughts of how to bring this program into the school community.
4. Mr. O'Brien shared a letter he had sent to staff members regarding implementing the updated Wellness policy. He stated that the memo gave suggestions on how to put the plan into effect and discussed some of the feedback he's gotten from staff members.
5. Mr. O'Brien stated that they had a phone conference with ConvergeOne (formerly Annese) regarding the equipment we will be purchasing with the Smartbond funds. Mr. O'Brien stated that they were concerned prices may go up 20% due to new tariffs that are being put into place. He stated that he gave ConvergeOne authority to talk to Cisco and to order our equipment.
6. Mr. O'Brien stated that the Hudson Valley Health Alliance has secured another grant for the mental

**Governor's Exec.  
Budget/Other Proposals**

**School Lunch Prog./  
Local Foods**

**ADL Programs**

**Wellness Policy**

**Smartbond Update**

**Mental Health Prog.  
Update**

health program. This one is for “Mental Health First Aid”, and there will be a training on February 28<sup>th</sup>.

7. Mr. O’Brien stated that Mrs. Sprague had discussed getting a meeting scheduled for the Budget Committee for next week during her report.

**Budget Comm. Update**

Principal’s Report:

1. Ms. Ten Eyck gave the 2018 Graduation Report for last year’s graduating class. We had a 95% graduation rate. There was a discussion about a discrepancy in the percentage that was reported in the media. Ms. Ten Eyck will look into the numbers.
2. Ms. Ten Eyck shared the results of the Science Olympiad from the Capital District Regional Tournament on February 9<sup>th</sup>. The team came in 4<sup>th</sup> place, bringing home the 2019 Small School Trophy award. She read through the events, students and places they took. Mr. Fersch congratulated the team and thanked their coaches for all their hard work.

**Cohort Report**

**Sci. Olympiad MS  
Tournament Results**

Board Committee Reports:

1. RCM Committee:  
This month’s meeting was cancelled due to weather.
2. Policy Committee: None
3. Wellness Committee:  
Mrs. Kalleberg stated that the Wellness committee had met with people from Cornell Cooperative Extension. They discussed bringing back some of the programs they had done in the past like Family Meal Times Matter. They shared ideas on how to promote the idea to get families involved. They also discussed a backpack program.

**RCM Committee**

**Policy Committee**

**Wellness Committee**

Board Comments and Questions:

Mrs. Kalleberg thanked Mr. O’Brien for his clarification of the ADL/World of Difference and No Place For Hate programs. She stated that since we are halfway through the year, it might be good for the board to get an update to see where we are with the No Place for Hate program. Mrs. Kalleberg also stated that now that the budget committee is meeting, they might want to look at the special education part of the budget and at outside placement for our students.

Mr. Fersch reminded the board that there was a discussion at the beginning of the year about a school supplies back pack program. He asked that the budget committee look at that also.

Old Business:

1. The following budget policies were reviewed:

- 5120 – School District Budget Hearing
- 5130 – Budget Adoption
- 5140 – Administration of the Budget
- 5150 - Contingency Budget

New Business:

A. SUPERINTENDENT’S RECOMMENDATIONS:

1. Kelli Winnie moved, seconded by Dawn Kalleberg, to approve the resolutions for the “NYS ERS: Standard Work Day for Employees” and the “2018-2019 NYS ERS: Appointed Employee Standard Work Day”. Motion approved unanimously.
2. Kelli Winnie moved, seconded by Ed Dalski, to approve the following resolution:

**NYS ERS: Std. Work Day & 18-19 NYS ERS Std. Work Day**

**ICS Deposit Placement Agreement**

**WHEREAS**, the Board of Education of the Roxbury Central School District (the “Board”) is authorized to deposit School District funds and arrange for the redeposit of such funds in one (1) or more banking institutions, for the account of the School District, through a deposit placement pursuant to Board Policy #5220 and General Municipal Law (“GML”) Section 10(2)(a)(ii); and

**WHEREAS**, the Board wishes to deposit School District funds in a qualified reciprocal deposit program through NBT Bank to diversify its investments, increase the effective FDIC coverage and maximize the rate of return on its public deposits; it is then

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of the Roxbury Central School District as follows:

1. Authorize the School District’s Treasurer and the Superintendent to sign the Deposit Placement Agreement with NBT Bank as depositors.
  2. The School District’s Treasurer is hereby authorized to execute a Deposit Placement Agreement with NBT Bank to increase the FDIC insurance on deposits that the School District invests in a qualified New York State approved Reciprocal Deposit Program.
  3. This resolution shall be effective immediately.
- Motion approved unanimously.

**B. PERSONNEL:**

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

**Personnel**

1. Accept the letter of resignation from Christopher Shultis as a school custodian effective January 30, 2019.
2. Approve Brenda Martin as a temporary full time teachers aide effective February 14, 2018 through June 25, 2019 at a rate of \$11.68/hr.
3. Approve one day of unpaid leave for Stacey Vasta on February 15, 2019.
4. Approve one day of unpaid leave for Susan Cole on April 12, 2019.
5. Approve Kelly Weishar, 53490 State Hwy. 30 Apt. 3, Roxbury, NY as a substitute Teachers Aide pending fingerprint approval.
6. Approve Spring Coaches as follows:
  - Boys Varsity Baseball – Greg Funck as head coach at a rate as per the RTA contract; Rick Funck as a volunteer assistant coach with no stipend.
  - Girls Varsity Softball – Jane Ware as head coach at a rate as per the RTA contract; Brenda Hill as a volunteer assistant coach with no stipend.
  - Modified Boys Baseball – Anthony Camillone at a rate as per the RTA contract.
  - Modified Girls Softball – Kendal Darling at a rate of \$1,772.
  - Tennis – Tom Faraci at a rate as per the RTA contract.
  - Approve the following CROP personnel:
    - Seth Spanake – Peer Tutor at a rate of \$11.10/hr.

Motion approved unanimously.

**C. Other:**

1. Kelli Winnie moved, seconded by Ed Dalski, to approve the CSE Recommendations for the following students:

**CSE Recs.**

#’s 4025, 4262, 4145, 3037, 4350, 4351

Motion approved unanimously.

2. Kelli Winnie moved, seconded by Ed Dalski, to approve of various school supplies by Pat and Armando Lopez. Motion approved unanimously.

**Lopez Donation**

Public Comments: None

Denise Johnston moved, seconded by Dawn Kalleberg, to go into executive session at 8:40 pm to discuss employee histories, student issues and legal issues. Motion approved unanimously.

**Into Exec.  
Session**

Roxbury Central School  
Board of Education Meeting  
February 13, 2019

Dawn Kalleberg moved, seconded by Kelli Winnie to come out of executive session at 10:11 pm. Motion approved unanimously.

**Out of Exec.  
Session**

Kelli Winnie moved, seconded by Dawn Kalleberg to adjourn the meeting at 10:11 pm. Motion approved unanimously.

**Adjourn**

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Ed Fersch, BOE President

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Thomas J. O'Brien, Superintendent

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Marianne Schor, Secretary