

The regular meeting of the Roxbury Central School District was held on May 8, 2019.

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

A Public Listening Session was held prior to the rest of the meeting.

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

Additions to agenda:

1. Executive session at the beginning of the meeting to discuss a contractual issue, a student issue and a legal issue.
2. Under "Board Committee Reports – Policy Committee":
Table Policy #'s 1338 – Duties of the School Physician/Nurse Practitioner and 7522 - Concussion Management until the June meeting.

Kelli Winnie moved, seconded by Denise Johnston, to go into executive session at 7:03 PM. Motion approved unanimously.

Into Exec. Session

Kelli Winnie moved, seconded by Dawn Kalleberg, to come out of executive session at 7:45 PM. Motion approved unanimously.

Out of Exec. Session

Dawn Kalleberg moved, seconded by Kelli Winnie to approve the treasurer's report for April, 2019. Motion approved unanimously.

Treas. Report

Kelli Winnie moved, seconded by Denise Johnston, to adopt the following DCMO BOCES resolutions:

DCMO BOCES Resolutions

**COOPERATIVE PURCHASING
SCHOOL YEAR 2019-2020**

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-o, 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).

RESOLUTION OF BOARD OF EDUCATION
FOOD and CAFETERIA SUPPLIES
SCHOOL YEAR 2019-2020

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-o, 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 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 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).

**GENERIC
SCHOOL YEAR 2019-2020**

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-o, 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).

Motion approved unanimously.

Kelli Winnie moved, seconded by Dawn Kalleberg, to approve the budget transfers to be effective 5/8/19 in the amount of \$12,650.00. Motion approved unanimously.

Budget Transfers

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

Bills & Claims

Kelli Winnie moved, seconded by Dawn Kalleberg to approve the extra-classroom activity fund report for April, 2019. Motion approved unanimously.

Extra-Classroom Activity Fund

Kelli Winnie moved, seconded by Dawn Kalleberg to approve the minutes from the regular meeting on April 10, 2019 as corrected. Motion approved unanimously.

Minutes

President's Report:

1. Mr. Fersch gave an update on the Superintendent's Search. He stated that the survey was now posted on the website, and that paper copies are available in the Main Office, at the Civic Center and in Town Hall. Mr. Fersch added that he had been on WIOX today discussing the search process and the budget. Mr. Fersch stated that they will be setting up another meeting with Mr. Savin to work on the ad brochure.
2. Mr. Fersch congratulated Peg Ellsworth on being awarded 2019 New York State Senate "Woman of Distinction" from the 51st Senate District. Mrs. Ellsworth has worked for many years at the MARK Project being a champion for community development. Mr. O'Brien added that along those lines there are several Community Vision meetings scheduled in Roxbury over the next several weeks. He will supply the board with dates.

Supt. Search

Ellsworth "Woman of Distinction"

Superintendent's Report:

1. Mr. O'Brien stated that Ms. Ten Eyck is not here tonight because she and Mrs. Hinkley are attending the Scholar Recognition Banquet at SUNY Oneonta. This year Anthony Perazone is being recognized for his academic achievements, and he chose Neil Snedeker as his most influential teacher.
2. Work will begin on some of the wiring for the Smart Bond project before the end of the year. Mr. O'Brien stated that he has approved swing shift hours and they will be as quiet as possible.
3. Mr. O'Brien referred to an email he had sent the board regarding the use of the repair reserve and there will be a proposal next month. There was a discussion regarding work being done on the school and bus garage parking lots.

Scholar Banquet

Smart Bond Project

Use of Repair Reserve

Principal's Report:

Mr. O'Brien gave the report in Ms. Ten Eyck's absence.

1. The 3-8 grade testing report will be moved to June in order for Ms. Ten Eyck to report on it.
2. Mr. O'Brien stated that Anthony Perazone is the 2019 Valedictorian and Cristian Spariosu is the Salutatorian.
3. The 7th grade is will be leaving Monday on their trip to Washington. Mr. O'Brien stated that there has been a request by the teachers to make it an 8th grade trip as it is more in line with their curriculum. A discussion followed.

3-8 Grade Testing

**Valedictorian &
Salutatorian**

8th Grade Trip

Board Committee Reports:

1. RCM Committee:
Mrs. Kalleberg stated that the RCM Committee meeting was cancelled this week but she shared a Social-Emotional Learning implementation guide which includes things like professional development and budget considerations. Mr. O'Brien shared that he had gone with four of our students to pick up our banner for being designated a No Place For Hate school.

RCM Committee

Mr. O'Brien stated that Michael Reidlinger's memorial service will be held here at RCS on Saturday the 11th at 12:00 with a dish to pass

Reidlinger Memorial

2. Policy Committee:

Policy Committee

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

Approve the following revised policies:

Revised Policies

- 1335 – Appointment and Duties of the Claims Auditor
- 3280 – Use of School Facilities, Materials and Equipment
- 5110 – Budget Planning and Development
- 5120 – School District Budget Hearing
- 5130 – Budget Adoption
- 5140 – Administration of the Budget
- 5150 – Contingency Budget
- 5681 – School Safety Plans
- 5683 – Fire and Emergency Drills, Bomb Threats, and Bus Emergency Drills
- 6213 – Registration and Professional Development
- 7222 – Diploma or Credential Options for Students with Disabilities
- 7260 – Designation of Person in Parental Relation
- 7530 – Child Abuse and Maltreatment

Approve the following new policies:

New Policies

- 5413 – Procurement: Uniform Grant Guidance for Federal Awards
- 7221 – Participation in Graduation Ceremonies

Rescind the following policy:

Rescind Policy

- 5330 – Budget Transfers

3. Other Committees: None

Board Comments and Questions: Mrs. Johnston wanted to recognize all our faculty and staff members for Teachers Appreciation Week. The PTSA will be having their annual breakfast for faculty and staff on Friday. Ms. Winnie added that it is also Nurses Appreciation Week.

Mr. Fersch stated that he had gone to the opening of the student art show at the Roxbury Arts Group. He stated that it was a wonderful collaboration of the Arts Group, RCS and Margaretville Central School, and a wonderful way to showcase the students' work. Mr. O'Brien added that he had attended over the weekend also.

Old Business:

1. Denise Johnston moved, seconded by Kelli Winnie, to approve the 2019-2020 Calendar. Motion approved unanimously.

19-20 Calendar

A. SUPERINTENDENT’S RECOMMENDATIONS:

1. Denise Johnston moved, seconded by Kelli Winnie, to approve the following:

**TRS Retirement
Contribution Reserve
Sub-Fund**

WHEREAS, the Roxbury Central School District participates in the New York State Teachers’ Retirement System (“TRS”); and

WHEREAS, Board of Education of the Roxbury Central School District by resolution established a Retirement Contribution Reserve Fund known as the **RETIREMENT RESERVE** pursuant to Section 6-r of the General Municipal Law; and

WHEREAS, the Board of Education has determined it is also appropriate to establish a sub-fund within said Retirement Contribution Reserve Fund pursuant to Section 6-r of the General Municipal Law.

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of the Roxbury Central School District, pursuant to Section 6-r of the General Municipal Law, as follows:

1. The Board hereby establishes a sub-fund within the **RETIREMENT RESERVE** to be known as the **TRS Retirement Contribution Reserve Sub-Fund**;
2. The source of funds for this Reserve Sub-Fund shall be:
 - a. such amounts as may be provided therefore by budgetary appropriation or raised by tax therefore;
 - b. such revenues as are not required by law to be paid into any other fund or account;
 - c. such other funds as may be legally appropriated; and
 - d. notwithstanding any law to the contrary, such amounts as may be transferred from a reserve fund established pursuant to Section 6-c, 6-d, 6-e, 6-f or 6-g of Article 2 of the General Municipal Law, comprised of moneys raised from the same tax base as the moneys in the retirement contribution reserve fund, or a reserve fund established pursuant to Education Law Section 3651, provided that any such transfer shall only be made by Board resolution adopted after a public hearing held on at least 15 days prior notice published in at least one newspaper having general circulation in the District.
3. By resolution, the Board of Education may authorize expenditures from this Reserve Sub-Fund. Except as otherwise provided by law, moneys in this Reserve Sub-Fund may only be appropriated

to finance retirement contributions to the New York State Teachers' Retirement System, and/or to offset all or a portion of the amount deducted from the moneys apportioned to the District from the State for the support of schools pursuant to Section 521 of the Education Law.

4. No member of the Board of Education or employee of the District shall:
 - a. authorize a withdrawal from this Reserve Sub-Fund for any purpose except as provided in Section 6-r of the General Municipal Law; or
 - b. expend any money withdrawn from this Reserve Sub-Fund for a purpose other than as provided in Section 6-r of the General Municipal Law.
5. The moneys contributed annually to the Reserve Sub-Fund shall not exceed 2% of the total compensation or salaries of all teachers employed by the District who are members of TRS paid during the immediately preceding fiscal year.
6. The balance of the Reserve Sub-Fund shall not exceed 10% of the total compensation or salaries of all teachers employed by the District who are members of TRS paid during the immediately preceding fiscal year.
7. The moneys in this Reserve Sub-Fund shall be deposited and secured in the manner provided by Section 10 of the General Municipal Law. The Board of Education or its authorized designee may invest the moneys in this Reserve Sub-Fund in the manner provided by Section 11 of the General Municipal Law. Any interest earned or capital gain realized on the money so deposited or invested shall accrue to and become part of this Reserve Sub-Fund.
8. The chief fiscal officer shall account for this Reserve Sub-Fund separate and apart from all other funds of the District. Such accounting shall show: the source, date and amount of each sum paid into the sub-fund; the interest earned by such sub-fund; capital gains or losses resulting from the sale of investments of this sub-fund; the order, purpose thereof, date and amount of each payment from this sub-fund; the assets of the sub-fund, indicating cash balance and a schedule of investments. The chief fiscal officer, within sixty (60) days of the end of each fiscal year, shall furnish a detailed report of the operation and condition of this sub-fund to the Board of Education.
9. This Resolution shall take effect immediately

Motion approved unanimously.

2. Kelli Winnie moved, seconded by Dawn Kalleberg, to rescind the revised resolution for the 2018-2019 NYS ERS: Standard Work Day for Employees approved on March 13, 2019. Motion approved unanimously. **Rescind ERS Std. Workday**
3. Denise Johnston moved, seconded by Dawn Kalleberg to approve revised resolution for the 2018-2019 NYS ERS: Standard Work Day for Employees. Motion approved unanimously. **Approve ERS Std. Workday**
4. Dawn Kalleberg moved, seconded by Denise Johnston to abolish on teachers' aide position effective June 28, 2019. Motion approved unanimously. **Abolish Teachers Aide Position**
5. Dawn Kalleberg moved, seconded by Kelli Winnie approve the engagement & retainer agreement with Impavida Forensic Consulting, LLC. Motion approved unanimously. **Impavida Forensic Consulting Agreement**

B. PERSONNEL:

1. Dawn Kalleberg moved, seconded by Kelli Winnie to approve the following resolution: **Ten Eyck Prospective Tenure**

RESOLVED, upon the recommendation of the Superintendent of Schools, that Constance J. Ten Eyck, who possesses both *School Building Leader* and *School District Leader* professional certifications issued by the Commissioner of Education, is prospectively awarded tenure in the administrative tenure area of Principal effective September 20, 2019. Ms. Ten Eyck's acquisition of tenure is conditioned upon her receipt of composite or overall annual professional performance review ratings of either effective or highly effective in at least three (3) of the four (4) preceding years; and should she receive an ineffective composite or overall rating for the 2018-2019 school year she shall not be eligible for tenure effective September 20, 2019.

Motion approved unanimously.

2. Dawn Kalleberg moved, seconded by Kelli Winnie to approve the contract for Wendy Sprague for the 2019-2020 school year with a 4.5% salary increase and a \$900 longevity bonus for over 15 years of service for a total amount of \$59,671, with an employee insurance contribution of 13% family/10% individual. Motion approved unanimously. **Sprague 19-20 Contract**
3. Denise Johnston moved, seconded by Kelli Winnie, to approve contract for Brenda Hill for the 2019-2020 school year with a **Hill 19-20 Contract**

4.5% salary increase and a \$900 longevity bonus for over 15 years of service for a total amount of \$52,017 with an employee insurance contribution of 13% family/10% individual. Motion approved unanimously.

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| 4. | Kelli Winnie moved, seconded by Dawn Kalleberg to approve the contract for Marianne Schor with a 4.5% salary increase for the 2019-20 school year at \$ 38,543, with an employee insurance contribution of 13% family/10% individual. Motion approved unanimously. | Schor 19-20 Contract |
| 5. | Dawn Kalleberg moved, seconded by Kelli Winnie to accept letter of resignation from Yvette Goldman as a special education teacher effective June 30, 2019 with thanks for her time here. Motion approved unanimously. | Goldman Resignation |
| 6. | Dawn Kalleberg moved, seconded by Kelli Winnie to approve the following personnel items: | Personnel |
| 1. | Approve 1 day leave without pay retroactive to April 23, 2019 for Amy Kauffmann. | Kauffmann Unpaid Leave |
| 2. | Approve ½ day leave without pay retroactive to May 3, 2019 for Joan Kemp. | Kemp Unpaid Leave |
| 3. | Approve Allison Long, 815 Lower Dingle Hill Rd, Andes, NY, as a substitute teacher K-12 pending fingerprint clearance. | Long Sub K-12 |
| 4. | Approve Jade Meehan, 860 Hubble Hill Rd., Margaretville, NY as a substitute teacher K-12 pending fingerprint clearance. | Meehan Sub K-12 |
| 5. | Approve summer positions as follows: | Summer Positions |

Special Education Summer Program –7/8/19 through 8/16/19
(5 days/6 weeks)

- 1 Teacher 8 am – 3 pm
 - Barbara Spanhake
- 3 Licensed Teacher Assistants 8 am – 3 pm (pending enrollment)
 - Cheryl Hadden
 - Robert Stewart
 - Elizabeth Cowan(Salary – 1/200 of annual salary per day)
- 1 Teachers 8 am – 11:30 am (pending enrollment)
 - Laurie Andrews
- 1 Teacher Remedial Reading 8:00 am – 11:30 am (pending enrollment)

- Erin Lyke
- 1 Teacher Remedial Math 8:00 am – 11:30 am
 - Gregory Funck
(Salary – 1/200 of annual salary per day x .5)
- Substitute Teachers/LTA's
 - Rinda Mattice at a rate of 1/200th of annual salary per day x .5 and a substitute LTA (LTA Rate of the LTA being subbed for)
 - Mary Hinkley at a rate of 1/200th of annual salary per day x .5 and a substitute LTA (LTA Rate of the LTA being subbed for)

Summer CROP Program – 7/8/19 through 8/16/19
 (5 days/6 weeks 8:00 am - 12:00 pm)

- 1 Site Coordinator
 - Kristi Hadden
- 4 Activity Leaders
 - Sue George
 - Joan Kemp
 - Robin Vamosy
 - Lisa Faraci
- Substitute Activity Leaders:
 - Hope Tone-Pah-Hote
 - Nelta Miller
 - Patricia Keith
- 5 Peer Tutors (pending enrollment)
(Salary per CROP contract)
 - Lydia Biruk
 - Donald Fahrenkopf
 - Zoe Mattice
 - Jaden DeMaio
 - Erin Garza
- Substitute Peer Tutors
 - Kylie DeMaio
 - Jessica Young

Summer Recreation Program – 7/8/19 through 8/2/19
 (5 days/4 weeks – 12:00 pm –3:30 pm)

- 1 Director \$1,500.00
 - Kristi Hadden
- 1 Assistant Director \$1,000.00
 - Sue George
- 7 Student Swim Aides (*pending enrollment) \$ 11.10/hr
 - Lydia Biruk
 - Donald Fahrenkopf
 - Zoe Mattice
 - Jaden DeMaio

- Erin Garza
- Kylie DeMaio
- Jessica Young

Summer Custodial – 7/8/19 through 8/30/19
(5 days/9 weeks -7 am – 3:30 pm)

- 4 Students/Adults \$ 11.10/hr
- William Young
 - Kirstin Lalosh
 - McKenzie Davie
 - Hope Tone-Pah-Hote

1. Approve summer bus drivers as follows:

Summer Bus Drivers

- Cheryl Hinkley
- Maryellen Schuman
- Alan Davis
- Cindy Whitney
- Marlene Wright
- Paul Shultis
- Patty Agostinello
- Sharon Buckler
- AJ Vamosy - Sub Bus Driver
- Janice Ballard - Sub Bus Driver

Motion approved unanimously.

C. Other:

1. Dawn Kalleberg moved, seconded by Denise Johnston, to approve the CSE Recommendations for the following students:
#’s 4036, 4303, 4084
Motion approved unanimously.

CSE Recs.

2. Kelli Winnie moved, seconded by Denise Johnston, to approve Gregory Funck as the commencement speaker for the June 29, 2019 graduation ceremony.
Motion approved unanimously.

**Funck Grad.
Speaker**

Public Comments: None

Denise Johnston moved, seconded by Kelli Winnie to adjourn the meeting at 8:23 pm. Motion approved unanimously.

Adjourn

Ed Fersch, BOE President

Thomas J. O’Brien, Superintendent

Marianne Schor, Secretary