

The Regular Meeting of the Roxbury Central School District was held on July 13, 2018.

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

Mrs. Jo Hinkley and Mrs. Laurie Andrews presented updates to the Roxbury Collaborative Model (RCM) for September 2018 through June 2020. They went through the plan by section discussing the changes and the goals for the next two years. Mr. Fersch thanked the RCM team for all their hard work.

2018-2020 RCM Plan

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

President Fersch called the meeting to order at 7:00 PM.

Additions to agenda:

1. Executive session at the end of the meeting to discuss a student issue and employee histories.
2. Under President's Report add:
 - #2 – Correspondence
 - #3 – NYSSBA Area 8 Director

Ed Dalski moved, seconded by Kelli Winnie, to adopt the following "Statement of Principles" for the 2018-2019 school year:

**BOE Statement
of Principles**

The members of the Board of Education of the Roxbury Central School agree to:

- Insofar as possible, attend all Board of Education meetings and become informed concerning the issues to be considered at those meetings;
- Maintain familiarity with education issues through study and participation in programs which provide need information such as those provided by local and state school board associations;
- Encourage the free expression of opinion on matters before the board by all Board members;
- Render all decisions based on available facts and independent and unbiased judgment;
- Encourage appropriate communication between the Board members and the school staff and students and with community members;
- Use the District assigned email account for all school-related business and not for any personal business;
- Take no private action that will compromise the Board or the school administration;

- Speak on behalf of the board only when authorized to do so; and
- Respect the confidentiality of information that is privileged under applicable laws.

Motion approved unanimously.

Kelli Winnie moved, seconded by Denise Johnston, to approve the following Educational Philosophy for the 2018-2019 school year:

Educational Philosophy

Educational Philosophy:

The Board of Education hereby re-adopts the district's "Educational Philosophy":

The mission of the District is to provide a safe and caring environment in which the students of Roxbury Central School can develop academically, creatively, and socially.

The Board of Education expects each member of the school community to demonstrate personal integrity, a commitment to learning, and an appreciation for cultural diversity.

Students and employees should strive to create and maintain a tolerant and respectful environment where all learners can maximize their potential.

The Board of Education believes that the educational program at Roxbury Central School should provide the following for each student:

- Education in the fundamental skills in reading, writing, and arithmetic;
- Experience in the visual and performing arts;
- Participation in various technological experiences;
- Understanding of healthy living skills and the value of physical and mental fitness;
- Practical experience to help understand the connections and relationships between classroom learning and life outside of the school.

It is the hope and expectation of the Board that all students who attend Roxbury Central School will:

- Master effective communication skills;
- Become life-long learners who are prepared to contribute as citizens and meet the challenges and needs of our democratic society;
- Respect and practice the civil values of justice, honesty, self-discipline, due process, equality, and majority rule.

Furthermore, the Board expects that all students who are eligible will pass the Regents exams required by NYSED with an ongoing goal of increasing the level of mastery.

The active involvement of parents and community members, the effective management of resources and a safe and orderly school environment are all essential to the District mission.

The Board directs the administration, faculty and staff to regularly assess the needs of the District and to provide direction for the continuing improvement of the educational program.

Motion approved unanimously.

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

Treas. Report

The Fund Balance and Budget Status Review was tabled.

**Fund Balance/
Budget Status Tabled**

Kelli Winnie moved, seconded by Dawn Kalleberg, to approve the budget transfers to be effective 6/30/18 in the amount of \$51,806.00. Motion approved unanimously.

Budget Transfers

The approval of the 2018-2019 breakfast/lunch prices was tabled.

Breakfast/Lunch

Kelli Winnie moved, seconded by Denise Johnston, to approve the 2018-2019 Service Contracts as per attached. Motion approved unanimously.

**18-19 Service
Contracts**

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

Bills & Claims

Denise Johnston moved, seconded by Ed Dalski, to approve the annual fixed asset report from CBIZ. Motion approved unanimously.

**Annual Fixed Asset
Report**

Dawn Kalleberg moved, seconded by Ed Dalski to approve the following milk and ice cream bids:

HP Hood - Milk Products

Gillette Creamery – Ice Cream Products

Motion approved unanimously.

Milk/Ice Cream Bids

Kelli Winnie moved, seconded by Ed Dalski to approve the extra-classroom activity fund report for June, 2018 and the end of the year report for 2017-2018. Motion approved unanimously.

**Extra-Classroom
Activity Fund**

Kelli Winnie moved, seconded by Denise Johnston to approve the minutes from the regular meeting on June 13, 2018 as corrected. Motion approved unanimously.

Minutes

President's Report:

1. Mr. Fersch stated that he had attended the Rural Schools Conference this past Sunday through Tuesday. He shared information from the different sessions he had attended.
2. Mr. Fersch distributed thank you letters from the 5th grade students thanking the Board for their trip to Boston. Mr. Fersch also shared a note from Mary Rouleau thanking the Board for her retirement party last month and sharing about what a wonderful experience it had been working at RCS.
3. Mr. Fersch stated that we got a letter from Brian LaTourette seeking the Board's nomination for him to be the NYSSBA Area 8 Representative. Mr. Fersch explained what his role would be and asked the Board to give their support.

Ed Dalski moved, seconded by Kellie Winnie, to nominate Brian LaTourette for NYSSBA Area 8 representative. Motion approved unanimously.

Superintendent's Report:

1. Mr. O'Brien referred to the "Prohibition of Meal Shaming Plan" that was given to the Board. He stated that this plan is a new mandate from Child Nutrition and that after Board approval it would be posted on the school website. There will be training for cafeteria personnel and some policies will need be amended to come into line with the new plan. Mr. Fersch asked that we approve the Plan under Superintendent's Recommendations.
2. Mr. O'Brien referred to the list of work that has been completed in the building and what still needs to be done. He added that there are requests under Personnel to approve more summer custodial workers as they are shorthanded this year.
3. Mr. O'Brien shared a draft copy of the calendar with the 180-Day Calendar and asked the Board to look it over and bring any suggestions for changes to next month's meeting prior to approval.
4. Mr. O'Brien stated that we were able to get the final submission for the Capital Project in to State Ed on time. There will be approximately \$2,000 going back to the General Fund.
5. Mr. O'Brien shared a report from the Wellness Committee. He outlined the Committee's plans for next year and stated the he is expecting that they meet three times a year.

**Rural Schools
Conference**

Thank You Notes

**LaTourette NYSSBA
Area 8 Rep Nominee**

**Prohibition of Meal
Plan**

Summer Work

180-Day Calendar

**Capital Project Final
Submission**

**Wellness Committee
Report**

Principal's Report:

1. Ms. Ten Eyck stated that graduation went very well. She stated that the band consisted of both students and community members and sounded wonderful. She added that over \$240,000 in awards were given out.
2. Ms. Ten Eyck referred to a handout on Regents scores. She stated that the students did very well and everyone passed.
3. Ms. Ten Eyck reported that our attendance for 2017-2018 94%, which is consistent with where it has been over past years. Mr. Fersch asked if there were procedures in place to red flag chronic absenteeism, and Ms. Ten Eyck stated that our Student Management System flags students and generates a report after 5 absences. The Board asked if there was a way to flag students who had three absences in September to use for early intervention. Mr. O'Brien stated that he would talk to Jo Hinkley, the attendance officer regarding implementing that.

Graduation

Regents Results

17-18 Attendance

Board Committee Reports:

1. The Board Goals committee shared a document with several possible goals for the Board to adopt for the 18-19 school year. Mr. Dalski and Mrs. Kalleberg discussed their process for coming up with the goals listed, and a discussion followed. The committee will meet this month to for further discussion and bring recommendations to the Board at the August BOE meeting.

Board Goals Committee

Board Comments and Questions:

Mrs. Kalleberg stated that she had been at the No Place For Hate Meeting back in June, and thought it was a great program. However, she questioned whether it will be done comprehensively in the district and asked if this type of discrimination was the number one problem in the district. A discussion followed. Mrs. Johnston also asked about the room changes in the building for the coming year, the use of the Tech Room and the Numann Center and what the STEM program would look like. A discussion followed.

Old Business: None

New Business:

A. SUPERINTENDENT'S RECOMMENDATIONS:

1. Kelli Winnie moved, seconded by Dawn Kalleberg, to approve the Organizational Chart for 2018-2019. Motion approved unanimously.
2. Kelli Winnie moved, seconded by Ed Dalski, to approve the Code of Conduct for 2018-2019.

18-19 Org. Chart

Code of Conduct

Motion approved unanimously.

3. Kelli Winnie moved, seconded by Denise Johnston, to approve the Roxbury Instructional Technology Plan. Motion approved unanimously.
4. Kelli Winnie moved, seconded by Dawn Kalleberg, to approve the Prohibition Against Meal Shaming Plan. Motion approved unanimously.

Technology Plan

Prohibition Against Meal Shaming Plan

B. PERSONNEL:

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

Personnel

Orin Spanish Teacher

1. Approve the probationary appointment Mary Anne Orin, 15 Columbia St., Oneonta, New York, who holds the Spanish 7-12 initial certificate, to a position in the 7-12 tenure area commencing on 8/29/18 and ending on 8/29/22 at a rate of BA Step 2, \$42,925 as per the RTA contract. This expiration date is tentative and conditional only. In order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective to the extent required by the applicable provisions of the education law, the Rules of the Board of Regents and the Regulations of the Commissioner of Education. and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time.
2. Accept resignation of Douglas Massell as a teachers aide.
3. Approve Amanda George as Drama Club Director at a rate as per the RTA contract.
4. Approve Tina Peters as Assistant Drama Club Director at a rate as per the RTA contract.
5. Accept the resignation of Maureen Burton as Student Council Advisor and Student Council Fund Advisor.
6. Approve Amanda George as a Student Council Advisor and Student Council Fund Advisor with a split stipend as per the RTA contract.
7. Approve Erin Filupeit as a Student Council Advisor and Student Council Fund Advisor with a split stipend as per the RTA contract.
8. Approve the following summer personnel:
 - Robyn Vamosy as a summer substitute custodian at a rate of \$11.15/hr.

D. Massell Resignation

George Drama Dir.

Peters Asst. Drama Dir.

Burton Student Council Resignation

George Student Council Advisor

Filupeit Student Council Advisor

- Hope Tone-Pah-Hote as a summer substitute custodian at a rate of \$11.15/hr.
- Antha Bouton as a summer substitute custodian at a rate of \$11.15/hr.
- Cristian Spariosu as a student summer custodian effective 7/11/18 through 8/31/18 8 weeks/5 days a week from 7:00 – 3:30 at a rate of \$10.40/hr.

Motion approved unanimously.

A. Other:

1. Kelli Winnie moved, seconded by Ed Dalski, to approve the CSE Recommendations for the following students:
#’s 4114, 4303, 2870, 4113, 3037, 4000, 4308,
4305, 3033, 4263, 4112, 4274, 4059, 3019
3061, 4256, 4084, 4064, 4036, 2968, 4164

CSE Recs

Motion approved unanimously.

2. Kelli Winnie moved, seconded by Denise Johnston, to accept the donation of a Mac Pro computer with 16 gbs of ram and equipped with Final Cut Pro and other software for movie production valued at approximately \$500 from Ms. Kathleen Eckett, POB 122, Roxbury, NY 12474.
Motion approved unanimously.

Eckett Donation

Public Comments: None

Kelli Winnie moved, seconded by Denise Johnston, to go into executive session at 9:00 pm to discuss a student issue and employee histories.
Motion approved unanimously.

**Into Exec.
Session**

Kelli Winnie moved, seconded by Ed Dalski, to come out of executive session at 9:20 pm. Motion approved unanimously.

**Out of Exec.
Session**

Kelli Winnie moved, seconded by Ed Dalski to adjourn the meeting at 10:12 pm. Motion approved unanimously.

Adjourn

Marianne Schor, Secretary

Ed Fersch, BOE President

Thomas J. O’Brien, Superintendent