

The Regular Meeting of the Roxbury Central School District was held on September 18, 2019.

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

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

President Fersch called the meeting to order at 7:01 PM, and asked that everyone remain standing for a moment of silence in memory of Duane Ely, former RCS coach and Dean of Students.

Mrs. Maureen Burton, RCS School Counselor, gave a presentation on the new RCS School Counseling Plan. She discussed highlights of State Ed requirements, outlined how RCS is implementing the plan, and shared goals for the future. She also discussed her role as the only certified School Counselor in the district. Mr. Fersch thanked her for her presentation.

RCS School Counseling Plan

Additions to agenda:

1. Executive session after the President's Report to discuss employee histories and student issues.
2. Addition to President's Report: #4 – NYSSBA Advocacy

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

Treas. Report

Mr. O'Brien and Mr. Greg Beall from the ONC BOCES CBO gave an update on the status of the State Aid Forms.

State Aid Forms Update

The STAR Program was reviewed.

Review STAR Program

There were no budget transfers this month.

Budget Transfers

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

Bills & Claims

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

Extra-Classroom Activity Fund

Kelli Winnie moved, seconded by Denise Johnston to approve the minutes for the August 14, 2019 regular meeting as corrected and the August 27, 2019 special meeting as written. Motion approved unanimously.

Minutes

President's Report:

1. The building walkthrough date will be October 9th at 6:00, prior to the board meeting that evening. Mr. Fersch asked everyone to meet at the bus garage.
2. Mr. Fersch stated that the Audit Committee needs to meet to review the annual audit prior to the auditor's presentation at the October board meeting. Mrs. Johnston and Mr. Dalski will work on getting a date. Mrs. Schor will help schedule that.
3. Mr. Fersch gave an update on the Superintendent's search process. He said Mr. Savin is in the process of setting up interviews.
4. Mr. Fersch reminded board members that there will be a SuperEval Presentation at NCOC on September 24th at 6:30.
5. Mr. Fersch shared a portion of a NYSSBA publication that talked about broadband. The claim is that there is a 98% across the state of broadband accessibility, but the reality is that there are areas of the state that still do not have any broadband at all. NYSSBA is working with legislators to help with this issue.

**Bldg. Walkthrough
Date**

Audit Committee

**Superintendent's
Search Process**

SuperEval Presentation

NYSSBA Advocacy

Kelli Winnie moved, seconded by Denise Johnston to go into executive session at 7:47 PM to discuss employee histories and student issues.

Into Exec. Session

Dawn Kalleberg moved, seconded by Kelli Winnie to come out at 8:35 PM

Out of Exec. Session

Superintendent's Report:

1. Mr. O'Brien gave an update on the Smartbond Project. He stated that they were working on a price for one item that was not covered in the original project, and is estimated to be approximately \$1,500. The direction of some of the cameras need to be tweaked to optimize their coverage area, and that will be done when the techs come to finish the last closet. Mr. Dalski asked who was paying for the extra item and Mr. O'Brien stated it was a part of the Smartbond funding. He added that we will be covering the installation of cameras and wireless at the bus garage. We have a couple of extra cameras that will be used for that purpose. Mr. Dalski asked what was going to be done with the remaining \$73,000 of Smartbond funding. Mr. O'Brien stated that the Tech Committee

Smartbond Project

would decide where the money should be used, and he advised it should be a district priority due to the lengthy approval process.

2. Mr. O'Brien stated that the District Safety Plan has been posted in draft form on the website for 30 days, and we received no comment on it. Since the board already approved it last month, it is now posted on the website in its approved form.
3. Mr. O'Brien discussed the New York State Comptrollers report and stated that the board was already aware of its findings. It stated the district may have saved \$100,000 with the health insurance buyouts. They questioned the way we do the buy-outs and suggested it should be discussed during the next collective bargaining meeting. The report is posted on our website.

District Safety Plan

NYS Comptroller's Report

Principal's Report:

1. Ms. Ten Eyck stated that our opening days went smoothly. She listed the things that had occurred like assemblies and pushing into classrooms to discuss the Student Handbook and bus drills. She reported that Community Bank in Fleischmanns donated three backpacks filled with school supplies to the district. She also reported that Jane Ware and Jo Hinkley are making a sensory hallway, and Brian Kuhnau, high school science teacher, was picked to participate in a Playground Physics program through NYSCATE. Ms. Ten Eyck reported that our meal counts were up significantly due to our new free meals program, and she handed out a report on this year's enrollment numbers.
2. Ms. Ten Eyck shared a PowerPoint showing how Roxbury did compared to other school districts in our BOCES for 3-8 grade testing.

Opening Days

3-8 Grade Testing

Board Committee Reports:

- RCMT Committee – Mr. Dalski reported that he had not attended the last RCMT Committee meeting, but he shared notes from the meeting saying that is was primarily about professional development and the upcoming RCM day.

RCMT Committee

Mr. O'Brien stated that at tomorrow's RCM half day he will be going over our emergency plans with staff members briefly prior to the scheduled speaker, and shared that law enforcement has stated that we should now announce that a lockdown drill is only a drill, as it is being observed state-wide that younger students are being adversely effected by the drills.

- Policy Committee
 - Denise Johnston moved, seconded by Kelli Winne, to approve revisions to the following policy:
 - 7511 – Immunization of StudentsMotion approved unanimously.
 - There was a first reading of the following policy:
 - 1510 – Board Meetings (Revision)
 - There was a discussion on rescinding the following policies:
 - 1511 – Agenda Format
 - 2310 – Membership in Associations.

Policy Revision

First Reading

Board Comments and Questions: Mrs. Kalleberg added a few items to the long-term agenda. She also stated that she has seen many different versions of our letterhead and asked that all staff members be made aware of the current version for correspondence. Mr. O'Brien asked Mrs. Schor to send the new one to staff members, and stated that all official communications on our letterhead needed to be approved by him. He would send an email reminder out. Mrs. Kalleberg also stated that last year the PTSA had a co-sponsor for the BBQ at Open House but didn't this year and didn't think the PTSA would be able to contribute as much as they did. There was a discussion as how to still have the BBQ this year as it was a great community outreach.

Old Business: None

New Business:

A. SUPERINTENDENT'S RECOMMENDATIONS:

1. Denise Johnston moved, seconded by Ed Dalski to approve the Online Auction Contract with Auctions International Inc., 11167 Big Tree Rd., East Aurora NY, for the purpose of selling obsolete school vehicles. Motion approved unanimously.
2. Dawn Kalleberg moved, seconded by Ed Dalski to appoint Karen Speenburgh of the ONC BOCES Central Business Office as the Deputy Treasurer. Motion approved unanimously.
3. Kelli Winnie moved, seconded by Denise Johnston to approve Thomas O'Brien and Jill Ten Eyck as New York State Teacher Lead Evaluators. Motion approved unanimously.
4. Kelli Winnie moved, seconded by Dawn Kalleberg to approve Thomas O'Brien as a New York State Principal Evaluator. Motion approved unanimously.

Auctions Int'l.

**K. Speenburgh
Dep. Treasurer**

**O'Brien & TenEyck
Lead Evaluators**

O'Brien Princ. Eval.

5. Kelli Winnie moved, seconded by Dawn Kalleberg to accept the New York State Comptrollers Report and approve the attached legal notice. Motion approved unanimously.

NYS Comp. Report

B. PERSONNEL:

Dawn Kalleberg moved, seconded by Denise Johnston to approve the following personnel items:

1. Approve 1 teaching period per day for Maureen Burton for teaching PSYCH 103 from Tompkins-Cortland Community College through the D/L program beginning 9/4/19 through 6/26/20 at 1/10th of her salary per the RTA contract.
2. Approve Holly Bresee as a part-time account clerk for 2.25 hours per day at a rate of \$14.63 as per the CSEA contract, reducing her teachers' aide/cafeteria hours by 2.25 hours/day.
3. Approve Amanda George, Tina Peters, Rinda Mattice and Erin Lyke as co-Drama Club directors with a stipend of \$1,202.75 each.
4. Approve Homework Help Instructors retroactive to 9/16/19 per RTA contract as follows:

Burton Extra Period

Bresee P/T Acc't Clerk

George, Peters, Mattice and Lyke Co-Drama Directors.

Homework Help Instructors

Grades 7-12, 4 days a week, 2 hours per day:

- Neil Snedeker
- Amanda George
- Rachel Andrews
- Julia Manetta
- Lisa Riley
- Brian Kuhnau
- Amy Kauffmann
- Stephanie Shapiro

Grades 4-6, 4 days a week, 1 hour per day:

- Karen Bramley
- Laurie Andrews
- Rachel Andrews
- Lisa Riley
- Joan Kemp
- Stacey Vasta
- Barb Cella

5. Approve the following CROP personnel retroactive to 9/16/19:
 - **Site Coordinator:**
 - Kristi Hadden

19-20 CROP Personnel

- **Substitute Site Coordinator:**

- Cherylann Hadden
- Joan Kemp

- ***Full-Time Activity Leaders:***
 - Cherylann Hadden
 - Lisa Faraci (after soccer)
- ***Part-Time Activity Leaders:***
 - Barb Cella – 2 days a week
 - Jane Ware – 1 day a week
 - Laura O’Brien – 1 day a week
- ***Substitute Activity Leaders:***
 - Pat Keith
 - Hope Tone-Pah-Hote
 - Nelta Miller
- ***Peer Leaders:***
 - Donald Fahrenkopf
 - Seth Spanhake
- ***Substitute Peer Leaders:***
 - Damien Fahrenkopf
 - Damien Balcom

6. Approve the following substitutes (all previously approved except where noted):
- Christine Murphy – LTA/TA
 - Deborah Abboud – K-12 Teacher – Fingerprint clearance has been received
 - Donna Hobbie – TA - Fingerprint clearance has been received
 - Alicia Ormiston – LTA/TA
 - Sarah Scully – K-12 Teacher

Substitutes

7. Approve the voluntary unpaid leave for Kristi Hadden effective from 9/18/19 through 11/29/19.

Hadden Unpaid Leave

Motion approved unanimously.

OTHER:

1. Dawn Kalleberg moved, seconded by Kelli Winnie to approve the following CSE Recommendations:
#’s 3026, 4348 & 4126
Motion approved unanimously.

CSE Recommendations

2. Kelli Winnie moved, seconded by Ed Dalski to approve the following charter club applications:

- Class of 2020
- Class of 2021
- Class of 2023
- Class of 2024
- Class of 2025
- Student Council
- Music Club
- Athletic Club

Motion approved unanimously.

Charter Club Apps.

Public Comments: None

Kelli Winnie moved, seconded by Ed Dalski to adjourn the meeting at 9:07 pm. Motion approved unanimously.

Adjourn

Ed Fersch, BOE President

Thomas J. O'Brien, Superintendent

Marianne Schor, Secretary