



14665 State Route 22
New Lebanon, NY 12125

Regular Meeting
January 5, 2011

The regular meeting was held at the Jr./Sr. High School. The meeting was called to order by Board Vice President Sowalski at 7:01 p.m. and opened with the Pledge of Allegiance.

PRESENT: Board Members Sowalski, Smith, Gavrity, Kroboth, Superintendent McGraw, Leslie Whitcomb, Jr./Sr. High School Principal, Matthew Klafehn, Assistant Principal and Becky Marzeski, WBH Elementary School Principal

ABSENT: Board Members Wood, Bingham and Lambert, Tamara Thorpe-Odom, Director of Special Education, and Carrie Nyc-Chevrier, Business Administrator

ALSO PRESENT: Members of the public.

<p>Public Comment None.</p> <p>Acknowledgments/Administrative Comments Superintendent McGraw gave the Special Education update on behalf of Tamara Thorpe-Odom, Director of Special Education, who was not at the meeting. The department has been busy preparing Annual Reviews. All teachers and providers has been NYS trained on the new IEP. Outside placement Annual Review meetings have been scheduled. Ms. Thorpe-Odom is currently conducting formal observations of programs and services with outside placements. Becky Vaillancourt, Special Education Teacher, was congratulated for writing a COARC grant that allowed one of her students to receive a new musical instrument to be used in band.</p> <p>Superintendent McGraw gave the Business Office/Facilities update on behalf of Carrie Nyc-Chevrier, Business Administrator, who was not at the meeting. The maintenance department was unable to obtain a lift during the winter break due to the blizzard. This lift would be used to replace gym lights. The work will be done over February break.</p> <p>Becky Marzeski, Walter B. Howard Elementary Principal, notified the Board that on December 23, students enjoyed a Kwanzaa assembly. Gail Foster, parent, wrote and received a grant from the New Lebanon Foundation. The grant enabled students to learn about different types of African percussion instruments and African dance. The K-1 formative assessment team met and developed an assessment for phonemic awareness. At their next meeting, they will begin working on another formative assessment for another “Big Five” area – phonics, fluency, vocabulary (sight), or comprehension. An Honor Roll Assembly was held on January 4. Thirty-two fifth and sixth grade students were honored at a school-wide assembly with many of their parents in attendance. The entire student body was invited. The Computer Aided Drafting – CAD Quest Club concluded on December 21st. It ran for 13 weeks. Students explored the world of design and engineering using CAD software. Ten students participated. A Model Airplane making club is starting Thursday, January 6 and is being taught by Peter McKenna. It is open to 5th and 6th grade students. There are six students enrolled so far. The Shared Decision Making Team is</p>	<p>Public Comment</p> <p>Acknowledgments/ Administrative Comments</p>
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meeting soon. The next initiative that is being planned by the team will include a “push” on reading in March. The team has invited the rest of the faculty at WBH to their next meeting to discuss ideas for making this an extra exciting month of interesting, inspirational and special reading related activities. The kick off during the first week of March will be provided by a grant that David Hawkins, librarian, and Michelle Schrader, art teacher wrote and received. We will have an author/illustrator to present to our students. A Spelling Bee is scheduled for Wednesday, January 12 for grades 4-8.

Leslie Whitcomb, Jr./Sr. High School Principal, notified the Board that Brianna Springstead, student, will be entering her art work in the National Racing Museum Art Show in Saratoga Springs. Brittany Warner and Anna Hogle are entered in Columbia Greene Community Colleges’ student art show this winter. Caitlin Coburn, Kyle McHugh and Jasneal Pabla have art work on display at the New Lebanon Public Library. Meredith Lucas and Megan Darcy have art work on display at The Pillars restaurant. Notification of the changes to the January calendar has been mailed home, backpacked home, posted on the website and a Synrevoice message will be sent.

Matthew Klafehn, Assistant Principal and Athletic Director spoke to the Board about a memo included in their packet regarding the selection/classification process. This process is a way that our district evaluates seventh and eighth grade students for competition in high school level athletics. The boys volleyball team played their first game tonight. They wore purple arm bands in honor of Maura Stouter who coached last year. The girls modified basketball team is making great strides under the direction of their coach, James Hosley. The girls varsity basketball team is in a developmental year, with only two returning seniors. Coach Maxwell organized an event over the holiday break where the girls scrimmaged the West Canada Valley Girls team which is in the Herkimer area. It was a learning experience for all, as the girls were given additional game experience as well as coaching from both team’s staffs on different aspects of the game. The Boys Varsity team is looking to turn things around after a few disappointing losses to league rivals. They are scheduled to play at home tomorrow night against Heatly. The swim team and boys modified basketball team are working very hard.

Superintendent McGraw, spoke to the Board about grant applications in collaboration with the Lebanon Valley Historical Society and noted the action item later on the agenda.

Executive Session

Board Member Sowalski made a motion to enter executive session to discuss employment matters related to a particular person or corporation at 7:30 p.m. Seconded by Board Member Gavrity. 4 ayes, 0 nays.

Return to Open Session

Board Member Sowalski made a motion to return to open session at 7:38 p.m. Seconded by Board Member Smith. 4 ayes, 0 nays.

Minutes

Action Items

Board Member Gavrity made a motion to approve items A-B as a block. Seconded by Board Member Smith. 4 ayes, 0 nays.

- a. Review and approval of the December 8, 2010 minutes.
- b. Review and approval of the December 14, 2010 minutes.

Executive Session

Return to Open Session

Minutes

Curriculum and Instruction**Non-Action Items**

Superintendent McGraw shared with the Board a memo on the change in the reporting of the graduation rate.

Leslie Whitcomb provided a PowerPoint presentation on a student tracker program on post secondary enrollment and progress.

The Board reviewed the following revised policies (first reading). Board Member Gavrity explained the changes that were made to the policies and they were discussed.

2320	Attendance by Board Member at Conferences, Conventions and Workshops
2110	Orienting New Board Members
2130	Board Member Training on Financial Oversight, Accountability and Fiduciary Responsibilities

Action Items

Board Member Sowalski made a motion to review and approve the following revised policies: (second reading). Seconded by Board Member Gavrity. 4 ayes, 0 nays.

4310	Superintendent of Schools
6120	Equal Employment Opportunity
6170	Safety of Students (Fingerprinting Clearance of New Hires)
6212	Certification and Qualifications

Audit Committee**Action Item**

Board Member Smith made a motion to review and approve the Single Audit report (Federal Awards Audit) as prepared by Raymond G. Preusser, CPA, P.C. Seconded by Board Member Sowalski. 4 ayes, 0 nays.

Financial**Non-Action Items**

Susan Bues, Internal Claims Auditor reviewed her report with the Board. She commended the operations of the Business Office and stressed the importance of signed receipts for goods. She stated that she recognizes the difficulty in obtaining original invoices because of a move to electronic billing.

Superintendent McGraw reviewed a substitute pay analysis memo with the Board on behalf of Carrie Nyc-Chevrier. There was a discussion about possibly increasing the rate of pay. This will be reviewed at the organizational meeting in July.

Superintendent McGraw discussed budget goals. There will be a presentation on January 19 regarding roll over budget adjusted for required increased expenditures. This will be compared to the Board of Education goal. The Board of Education suggests a 2% goal for the tax levy.

Action Items

Board Member Kroboth made a motion to approve items A-H as a block. Seconded by Board Member Gavrity 3 ayes, 0 nays, 1 abstention (Sowalski)

- a. To authorize payment to Rosch Brothers, Inc. in the amount of \$5,753.60 for work completed at the Walter B. Howard Elementary School (walls).
- b. To establish an accompanist rate of \$75.00 per event, effective December 16, 2010.

Reporting Graduation Rate**Post Secondary Enrollment Progress****Reviewed Policies (first reading)****Approved Revised Policies****Single Audit Report****Internal Claims Audit Report****Substitute Pay Analysis Memo****Budget Goals Discussion****Rosch Brothers, Inc. Payment****Established Accompanist Rate**

- c. To approve budget transfers totaling \$12,500.00. (information mailed with agenda)
- d. To approve the November, 2010 Treasurer's report. (report mailed with agenda)
- e. To authorize reimbursement in the amount of \$399.00 to Raymond Sowalski, for attending a New York State School Boards Association convention on October 21-23, 2010.
- f. To approve the Walter B. Howard Elementary Extra-Curricular Accounts dated November 30, 2010 as submitted by Courtney McDonald, Extra-Curricular Accounts Treasurer.
- g. To award surplus items bids to the highest bidder(s), as per chart below as a result of a bid opening on December 29, 2010 .

Bidder Name	Surplus Item	Total Bid Submitted
Elizabeth Brusch	Wood Desk	\$25.00
	Canon EOS 700 film camera	\$50.00

- h. To authorize payment to Brunswick Electric, Inc., in the amount of \$14,590.80 for work completed at the Walter B. Howard Elementary School

Personnel

Action Items

Board Member Sowalski made a motion to table item A. Seconded by Board Member Gavrity. 4 ayes, 0 nays.

Board Member Gavrity made a motion to approve items B-G as a block. Seconded by Board Member Sowalski. 4 ayes, 0 nays.

- b. Upon the recommendation of Superintendent McGraw, to adjust Carrie Nyc-Chevrier's salary by \$5000.00 for the 2010-2011 school year.
- c. Upon the recommendation of Superintendent McGraw, to appoint Wilfred Harrington to the position of bus driver at a rate of \$15.17, as per CSEA contract, effective December 15, 2010.
- d. To accept the resignation of Nancy Manes, 7-12 English Teacher, effective January 28, 2011.
- e. Upon the recommendation of Superintendent McGraw, to appoint Althea McArdle to the position of bus monitor at a rate of \$11.25, as per CSEA contract effective January 6, 2011.
- f. Upon the recommendation of Superintendent McGraw, to extend the appointment of Catherine Decker to the Elementary tenure area (permanent substitute) through April 15, 2011 at a per diem rate of \$205.00 (without benefits). Ms. Decker has a MS and has an Initial certificate in Childhood Education (Grades 1-6) and an Initial certificate in Literacy (Birth-Grade 6).
- g. Upon the recommendation of Superintendent McGraw, to appoint Maria Sime to the position of substitute Teaching Assistant with a rate of \$13.69 per hour as per CSEA contract, effective December 14, 2010.

Superintendent

Non-Action Items

Superintendent McGraw reviewed a memo on new training requirement for Board of Education members.

Superintendent McGraw discussed proposed legislation. She highlighted items that appeared to be most likely to be enacted. Board Member Smith expressed interest in knowing the criteria NYSSBA would employ to evaluate efficacy of consolidation. Board

Budget Transfers

November, 2010 Treasurer's Report

Reimbursement to Raymond Sowalski

WBH Extra-Curricular Accounts dated 11/30/10 Board Open Discussion

Surplus Items Bid Award

Brunswick Electric, Inc. Payment

Item A Tabled

Adjusted Salary for Carrie Nyc-Chevrier

Wilfred Harrington, Bus Driver

Nancy Manes, Resignation

Althea McArdle, Bus Monitor

Catherine Decker, Permanent Substitute Extension

Maria Sime, Substitute Teaching Assistant

Training Requirement for BOE

Proposed Legislation Discussion

Member Gavrity asked for clarification of Universal Pre-K.

Action Item

Board Member Smith made a motion to approve item A. Seconded by Board Member Sowalski. 4 ayes, 0 nays.

- a. To authorize Superintendent McGraw to enter into an agreement jointly with the Lebanon Valley Historical Society to apply for additional grants for the Union Free School building with the understanding that the School District will not incur any costs.

Board Open Discussion

Board Member Sowalski and Superintendent McGraw attended a Winter Law Conference on December 10, 2010. They shared discussions of implications of changes in regulations and contract language, compliance requirements, dates for compliance and expedited 3020a procedures.

Superintendent McGraw discussed an upcoming NYSSBA Open Meetings Webinar that will be attended by Krista Giangrossi. Superintendent McGraw stated that the Webinar will be made available to all BOE Members.

Superintendent McGraw presented a conflict with the date of an April Board Meeting and the Questar III Board of Education Annual meeting and dinner. There was a discussion about possibly changing the date of the Board meeting. This item will be placed on the next Board of Education agenda.

Board Member Smith commented on the loss of the local ambulance service to New Lebanon. He complimented the WBH staff for assistance during a recent medical emergency. Superintendent McGraw shared efforts to make first aid training available to NLCSD faculty and staff. She noted that there is one EMT on staff and two staff members who are certified First Aid trainers.

Public Comment

Mr. Michael Brustch stated that a 2% cap and possible cut in NYS aid to education are to be expected. He also commented on school consolidation.

Mrs. Dawn Brustch shared her experience with taking a Webinar course on a technical topic.

Mr. Miller commented on past efforts to re-draw district boundaries.

Executive Session

Board Member Sowalski made a motion to enter executive session to discuss employment matters related to a particular person or corporation at 8:52 p.m. Seconded by Board Member Smith. 4 ayes, 0 nays.

Clerk Pro-Tem

Board Member Sowalski made a motion to appoint Superintendent McGraw as Clerk Pro-Tem. Seconded by Board Member Gavrity. 4 ayes, 0 nays.

Adjournment

Board Member Sowalski made a motion to adjourn at 9:15 p.m. Seconded by Board Member Gavrity. 4 ayes, 0 nays.

**Joint Agreement with
Lebanon Valley
Historical Society**

Board Open Discussion

Public Comment

Executive Session

Clerk Pro-Tem

Adjournment

Respectfully submitted,
Krista Giangrossi, Deputy District Clerk

