



14665 State Route 22  
New Lebanon, NY 12125

Regular Meeting  
October 12, 2011

The regular meeting was held at the Jr./Sr. High School library. The meeting was called to order by Board President Wood at 7:00 p.m. and opened with the Pledge of Allegiance.

Board Members: Wood, Sowalski, Gavrity (arrived at 7:02 p.m.), Kroboth, Bingham, Sotek, and Bienes. Superintendent McGraw, Leslie Whitcomb, Jr./Sr. High School Principal, Matthew Klafehn, Assistant Principal/Athletic Director, Becky Marzeski, WBH Elementary Principal, Tamara Thorpe-Odom, Director of Special Education, and Carrie Nyc-Chevrier, Business Administrator

ALSO PRESENT: Members of the public.

<b>Public Comment</b>	<b>Public Comment</b>
<p>Nancy Clemente asked several questions about the Union Free School building; the status of the RFP for demolition and wondered how members of the public could get a copy of it; what the timeline is; what will the memorial be; what is the cost of the demolition and how will the community be involved in the planning of the memorial.</p>	
<p>Joe Diccico spoke about a youth basketball clinic that he is offering. He has 57 children signed up and asked when he may have use of the gym.</p>	
<p><b>Acknowledgments/Administrative Comments</b></p>	<p><b>Acknowledgments/ Administrative Comments</b></p>
<p>Superintendent McGraw notified the Board about a section in the Town of New Lebanon newsletter that states school taxes have doubled. The Board would like the sentence retracted by the Town since the budget was at a 0% tax levy.</p>	
<p>Carrie Nyc-Chevrier, Business Administrator, spoke to the Board about the Health Trust Report card. The report card highlights what the trust has been doing to lower costs. Mrs. Nyc-Chevrier also spoke about a transportation efficiency grant. It has been unofficially granted and will focus on sharing spare buses, cooperative bus parts, and out of district runs.</p>	
<p>Becky Marzeski, WBH Elementary Principal, notified the Board that K – 2 Math Teachers have almost completed their Curriculum maps under the guidance of Questar III staff developers. Math Teachers for grades 3-6 are now in the process of meeting at Questar once or twice per month to complete their maps. Math Teachers for grades Kindergarten through 5 have been implementing our new “Go Math” program and have benefitted greatly by the guidance of Gail Sobolewski, one of Questar III’s math staff developers. Kindergarten through 6 grade teachers continue their focus on improving literacy learning as well. On the recent half day, teachers spent time creating the second Kindergarten through 6 grade rubric for the Expository Writing Structure. These teachers are using their grade level common planning time to write their third and final Persuasive Writing Structure rubric. These 3 rubrics will be used as summative writing assessments. Kindergarten through 6grade teachers spent last Friday’s Superintendent Conference Day learning about a rubric for assessing their own teaching performance during the first half of</p>	

the day. They then had an introduction to The Six Plus One Traits of Writing. The traits are a model for teaching and assessing writing. K – 6 Teachers have also begun working on ELA curriculum maps under the direction of Questar ELA Staff Developers. Leslie Whitcomb, Jr./Sr. High School Principal, notified the Board that the PSAT had just been administered. Planning is underway for spirit week, homecoming and Red Ribbon Week. The faculty has been focusing on the literacy strands of their curriculum: CCS literacy for ELA, Math, Social Studies and Science, common rubrics for writing in each content area and grade to grade articulation of expectations for writing topic and writing proficiency.

Matthew Klafehn, Assistant Principal/Athletic Director, notified the Board that Boys Varsity Soccer Team continues a very successful season. To date, they have lost only two contests. The girls modified soccer team played a contest this past Friday night under the lights against Doyle Middle School (Troy). The team's assistant coach is Lauren Tinger, an alumni, who has been student teaching in Troy. Doyle Middle School struggles to find field time for its team and was ecstatic to be able to not only add a game to its schedule, but to play under the lights in New Lebanon. According to Coach Garrigan, the girls enjoyed the game on Friday and are anxious to play the team again in Troy on October 24<sup>th</sup>. The fall athletic awards banquet will take place on Thursday, November 3<sup>rd</sup>. Winter sports sign ups have been posted. The season begins on November 7<sup>th</sup>. Meet the Coaches night is scheduled for November 8<sup>th</sup>.

Tamara Thorpe-Odom, Special Education Director, notified the Board that she has been working on the IEP conversion. She has been attending faculty meetings and is beginning to implement training of staff on iPads and Nooks to be used with our students.

## **Minutes**

### **Action Item**

Board Member Bingham made a motion to approve items a-b as a block. Seconded by Board Member Wood. 7 ayes, 0 nays.

- a. Review and approval of the August 31, 2011 minutes.
- b. Review and approval of the September 14, 2011 minutes.

## **Audit Committee Business**

### **Non-Action Items**

Scott Preusser from Raymond Preusser, CPA, P.C., presented his 2010-2011 external audit report.

Susan Bues, Internal Claims Auditor, reviewed her audit report.

### **Action Items**

Board Member Gavrity made a motion to approve items a-b as a block. Seconded by Board Member Bingham. 7 ayes, 0 nays.

- a. To accept the 2010-2011 external audit report as prepared by Scott Preusser, (Raymond Preusser, CPA, P.C.)
- b. To accept the internal claims audit report as prepared by Susan Bues, Internal Claims Auditor.

**Minutes**

**Review of 2010-2011  
External Audit Report**

**Review of Internal  
Claims Auditor report**

**2010-2011 External  
Audit Report**

**Internal Claims Audit  
Report**

**Superintendent**

**Non-Action Items**

Superintendent McGraw presented Board Members with New Lebanon CSD water bottles in honor of school board recognition week.

Matt Monaghan from SEI Design Group shared the status of the New York State Education Department approval and the potential time line for demolition.

Superintendent McGraw discussed a merger/shared service efficiency study grand with Chatham Central School District.

**Curriculum and Instruction**

**Non-Action Items**

Superintendent McGraw discussed the class size and student enrollment report.

Leslie Whitcomb, Jr./Sr. High School Principal, discussed the outline of the 7<sup>th</sup> grade programming.

The following board reviewed the following revised policies (first reading):

5110	Budget Planning and Development
5230	Acceptance of Gifts, Grants and Bequests to the School District
7110	Comprehensive Student Attendance Policy
7522	Concussion Management Model School Policy

**Action Items**

Board Member Sotek made a motion to approve items a-c as a block. Seconded by Board Member Gavrity. 7 ayes, 0 nays.

a. To review and approve the following revised policies (second reading):

3110	School Sponsored Media
5720	Scheduling and Routing
7611	Children with Disabilities
7617	Declassification of Students with Disabilities
7618	Use of Time Out Rooms
7670	Impartial Due Process Hearing/Selection of Impartial Hearing Officers

b. To authorize the District to pay the cost of coaching certification for coaches who are not NYS Certified teachers.

c. To approve CSE/CPSE recommendations of programs and placements for the following special education students: (information mailed with agenda)

092100174 092100046 081850000 092100147 092100172 092100129 092100145

**Financial**

**Non-Action Items**

Karen McGraw, Leslie Whitcomb, Becky Marzeski, Matthew Klafehn, and Tamara Thorpe-Odom presented Structures of School Finance: Goals setting and state requirements.

**Action Items**

Board Member Wood made a motion to approve items a-k as a block. Seconded by Board Member Kroboth. 7 ayes, 0 nays.

a. To approve the Jr./Sr. High School Extra-Curricular Accounts dated July 1-31, 2011 as submitted by Sarah Roblez, Extra-Curricular Accounts Treasurer.

b. To approve the Jr./Sr. High School Extra-Curricular Accounts dated August 1-31,

**Board Member Recognition Week**

**Union Free School Update**

**Efficiency study Grant**

**Class Size & Student Enrollment Report**

**7<sup>th</sup> Grade Programming**

**Revised Policies (first reading)**

**Approved Revised Policies (second reading)**

**Coaching Certification Cost**

**CSE/CPSE Programs & Placements**

**Structures of School Finance: Goals Setting & State Requirements**

**Jr./Sr. H.S. Extra-Curricular Accounts, July 1-31, 2011 &**

- 2011 as submitted by Sarah Roblez, Extra-Curricular Accounts Treasurer.
- c. To authorize the Superintendent to execute an agreement with The Center for Disability Services for services for a special education child placed in the program for the 2011-2012 school year.
- d. To authorize the Superintendent to execute an agreement with Wildwood School for services for a special education child placed in the program for the 2011-2012 school year.
- e. To approve excessing the following textbooks as per chart below.

Title	Publisher	ISBN #	Quantity	Reason for Disposal
Exploring Energy	Goodheart-Wilcox, Inc.	0-87006-477-0	12	No longer used in the curriculum

- f. To accept a donation from the American Legion Post #1236, Inc., in the amount of \$50.00.
- g. To increase budget line A2020.450-4 in the amount of \$50.00.
- h. To approve the August, 2011 Treasurer’s report.
- i. To approve budget transfers totaling \$24,611.00.
- j. WHEREAS, the New Lebanon Central School District has agreed to participate in the Rensselaer Student Transportation Collective (the “Collective”) for purposes of studying opportunities to reduce school district spending by sharing school transportation services, spare buses, and centralizing materials and equipment; and WHEREAS, the Collective has applied for funding to carry out this transportation study through the NYS Department of State Local Government Efficiency Grant Program; and  
 WHEREAS, the Collective seeks to participate in the NYS Department of Education Regional Transportation Pilot program (“Pilot program”) as it undertakes the transportation study, in order to obtain enhanced technical assistance on regulatory provisions, guidance on best practices in safe pupil transportation services, and to have its study expenses be eligible for purposes of State Transportation Aid as may be allowed; and  
 WHEREAS, the NYS Education Department requires the Board of Education to approve and state the district’s interest and willingness to participate in the Pilot program; and  
 WHEREAS, the Collective’s participating districts will seek such approval of their respective boards of education;  
 NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the New Lebanon Central School District states its interest and willingness to participate in the Pilot program and directs that such reports and information be submitted to NYS Education Department as necessary to participate in the Pilot program and enhance the efforts of the Collective’s transportation study.
- k. To accept the donation of an afghan from Paula Ballard to use as a prize to promote the school lunch program.

**August 1-31, 2011**

**Center for Disability Services Agreement**

**Wildwood School Agreement**

**Excessed Textbooks**

**Accepted Donation**

**Increased Budget Line**

**August, 2011 Treasurer’s Report**

**Budget Transfers**

**Transportation Collective Resolution**

**Personnel**

**Action Items**

Board Member Sowalski made a motion to approve items a-l as a block. Seconded by Board Member Wood. 7 ayes, 0 nays.

- a. Upon the recommendation of Superintendent McGraw, to appoint the following substitutes for the 2011-2012 school year.

Name	Certified or Uncertified	Position	Rate
Jessica Martin	Certified	Substitute Teacher	\$95.00 per day
	Certified	Substitute Teaching Assistant	\$13.96 per hour
Rebecca Meier	Certified	Substitute Teacher	\$95.00 per day

**Afghan Donation**

**Substitute Teachers**

David Wagner	Uncertified	Substitute Teacher	\$80.00 per day
Paul Desrosiers	Uncertified	Substitute Teacher	\$80.00 per day
Alicia Woodbury	Uncertified	Substitute Teacher	\$80.00 per day
Michelle Staron	Certified	Substitute Teacher	\$95.00 per day
	Certified	Substitute Teaching Assistant	\$13.96 per hour
Cecilia West	Certified	Substitute Teacher	\$95.00 per day
Catherine Decker	Certified	Substitute Teaching Assistant	\$13.96 per hour

- b. Upon the recommendation of Superintendent McGraw, to appoint the following Club Advisor for 2011-2012 school year:

Club Advisor	Club Name	Stipend
Kara Siciliano	Travel Club	No stipend

- c. Upon the recommendation of Superintendent McGraw, to appoint the following coaches for the 2011-2012 school year:

Coach	Sport	Stipend
Tom Maxwell	Girls Varsity Basketball	\$2500
James Hosley	Girls Modified Basketball	\$2000
Joe Diccico	Boys Varsity Basketball	\$2500
Robert Allard	Boys Modified Basketball	\$2000
Craig Trombley	Boys Modified Basketball Assistant (Volunteer)	No stipend
Lenny Brown	Boys Varsity Volleyball	\$2500
Kara Siciliano	Co-ed Varsity Swim Team	\$2500
Tim Christiansen	Co-ed Varsity Swim Team	\$2500

- d. Upon the recommendation of Superintendent McGraw, to appoint Cheryl Bickford to the position of Bus Driver, at a rate of \$15.47 per hour, effective September 19, 2011.
- e. Upon the recommendation of Superintendent McGraw, to increase a .45 position in the K-12 Physical Education tenure area to a .49 position effective October 1, 2011.
- f. Upon the recommendation of Superintendent McGraw to appoint Andrew Curtiss to the position of substitute bus driver at a rate of \$15.47 per hour, effective September 30, 2011.
- g. Upon the recommendation of Superintendent McGraw to appoint Deborah Pfeffer to the position of substitute bus driver at a rate of \$15.47 per hour, effective October 6, 2011. )
- h. Upon the recommendation of Superintendent McGraw, to appoint Glenn Berner to the position of substitute bus driver at a rate of \$15.47 per hour, effective September 28, 2011.
- i. Upon the recommendation of Superintendent McGraw, to appoint Chris Howe to the position of substitute cook at a rate of \$10.40 per hour, effective October 13, 2011.
- k. To accept the resignation of Eileen Winslow, Administrative Aide, for purpose of retirement, effective December 31, 2011.
- l. Upon the recommendation of Superintendent McGraw, to abolish an Administrative Aide position effective December 31, 2011.

**Kara Siciliano, Travel Club**

**2011-2012 Coaches**

**Cheryl Bickford, Bus Driver**

**Increased .45 Physical Education Position to .49**

**Andrew Curtiss, Substitute Bus Driver**

**Deborah Pfeffer, Substitute Bus Driver**

**Chris Howe, Substitute Cook**

**Eileen Winslow, Retirement**

**Abolished Administrative Aide Position**

**Board Open Discussion**

### **Board Open Discussion**

The Board was reminded that there is a Saturday morning workshop on November 5, 2011 from 9:00-1:00 at Questar III. The topic is Functional Consolidation.

The Board discussed having a student member on the Board of Education. There will be a resolution on a future agenda on this topic.

The Board discussed topics for Jim Baldwin's visit on February 15, 2012. It was decided that the topic would be: The Future of 21<sup>st</sup> Century Skills Programming.

The Board did not have any issues or suggestions with regard to the NYSSBA resolutions

that Board Member Sowalski will be voting on at the upcoming convention.

**Public Comment**

Michael Brustch attended a town board meeting and stated that he feels that there is a total disconnect between the town board and the school district and that the town underestimates the value of the school district. He also stated that topics can be submitted to the town for the town newsletter.

**Executive Session**

Board Member Wood made a motion to enter executive session to discuss employment matters related to a particular person or corporation at 9:08 p.m. Seconded by Board Member Sowalski. 7 ayes, 0 nays.

**Clerk Pro-Tem**

Board Member Sowalski made a motion to appoint Superintendent McGraw as Clerk Pro-Tem. Seconded by Board Member Wood. 7 ayes, 0 nays.

**Adjournment**

Board Member Wood made a motion to adjourn at 9:45 p.m. Seconded by Board Member Kroboth. 7 ayes, 0 nays.

\_\_\_\_\_ Respectfully submitted,  
Krista Giangrossi, Deputy District Clerk

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**Public Comment**

**Executive Session**

**Clerk Pro-Tem**

**Adjournment**