



Wednesday, August 14, 2013  
Visitation Committee Meeting- Jr/Sr High School  
Superintendent's Conference Room, 6 p.m.  
Regular Board of Education Meeting Walter B. Howard Elementary School  
Room 3, 7:00 p.m.

### **1. MEETING CALLED TO ORDER & PLEDGE OF ALLEGIANCE**

The meeting was called to order by Board Vice President Bienes at 7:00 p.m. and opened with the Pledge of Allegiance.

**Present:** Michael Bienes, Board Vice President; Martha Esposito, Board Member; Christine Sotek, Board Member; Superintendent McGraw, Michael Los, Business Administrator. Board Member Monique Wood arrived at 7:50 p.m.

**Absent:** Tim Lambert, Board President; Tracy Bingham, Board Member; Sharon Putnam, Board Member

**Also Present:** Members of the public

### **2. PUBLIC HEARING ON CODE OF CONDUCT**

#### **Non-Action**

A. Jr/Sr HS Student Code of Conduct was reviewed. No changes were made to the 2012-13 code.

B. WBH Student Code of Conduct was reviewed. Significant changes were made to make it more compatible with Jr/Sr High School's Code of Conduct. It is now based on the NYSSBA recommended code.

### **3. PUBLIC COMMENT**

None

### **4. ACKNOWLEDGEMENTS/ADMINISTRATIVE COMMENTS**

#### **Non-Action**

A. Principal Whitcomb gave an update on the WBH schedule, including departmentalized instruction for grades 5 and 6 in the core subjects. She shared that the AIS and Tiger Jam schedules will be as non-disruptive to regular class time as possible.

B. Principal Klafehn gave an update on the Jr/Sr High School schedule, outcome of the Summer Academy, upcoming open house for incoming grade 7, new teacher orientation on August 28 and 29, and the international student status.

C. Michael Los, Business official, gave a Business Office/Facilities and Grounds update including information on the 2013-14 Tax Warrant.

## **5. CURRICULUM & INSTRUCTION**

### **Non-Action**

Principal Klafehn reported on discussions with other area high schools to use our distance learning classroom for expanding opportunities for additional electives.

## **6. FINANCIAL**

### **Non-Action Item**

A. Fourth Quarter Internal Claims Audit Report presented by Susan Bues, Internal Claims Auditor.

## **7. SUPERINTENDENT**

### **Non-Action Item**

The Visitation Committee met at 6:00pm on August 14 to survey the instructional buildings and the preparation for the school year.

## **8. PERSONNEL-SEE ACTION ITEMS BELOW**

## **9. BOARD OPEN DISCUSSION**

None

## **APPROVAL OF ACTION ITEMS**

### **Action Items**

#### **2C. PUBLIC HEARING ON CODE OF CONDUCT**

Board Vice President Bienes made a motion to close the public hearing. Board member Sotek seconded. 4 ayes, 0 nays, 0 abstained.

#### **4. APPROVAL OF MINUTES**

##### **Action Item**

Board member Sotek made a motion to approve the July 3, 2013 Regular Board of Education Meeting minutes. Vice President Bienes seconded. 4 ayes, 0 nays, 0 abstained.

#### **5. CURRICULUM & INSTRUCTION**

##### **Action-Item**

Board member Esposito made a motion to authorize Board Vice President Bienes to certify that the District is in compliance with the District APPR plan and State requirements. Board member Wood seconded. 4 ayes, 0 nays, 0 abstained.

Board Vice President Bienes made a motion to approve items 6D-E. Board Member Wood seconded. 4 ayes, 0 nays, 0 abstained.

D. Motion to re-approve the Jr./Sr. High School Code of Conduct for the 2013-2014 school year.

E. Motion to approve the Walter B. Howard Code of Conduct for the 2013-2014 school year.

## **6. FINANCIAL**

### **Action Item**

Board member Sotek made a motion to approve items 6B-H. Board Vice President Bienes seconded. 4 ayes, 0 nays, 0 abstained.

B. Motion to accept the Fourth Quarter Internal Claims Audit Report.

C. Motion to approve June 2013 Treasurer's Report.

D. Motion to approve the Jr/Sr High School Extra-Curricular Accounts Report dated June 2013 as submitted by Sarah Roblez, Jr/Sr High School Extra-Curricular Accounts Treasurer.

E. Therefore, BE IT RESOLVED that the Board of Education hereby authorizes the funding of the Capital Reserve Fund in the amount of \$299,409.00.

F. Motion to approve 2013-2014 Tax Warrant.

G. Therefore, BE IT RESOLVED that the Board of Education hereby authorizes the funding of Titan Roofing, Inc. in the amount of \$47,025.00.

H. Therefore, BE IT RESOLVED that the Board of Education hereby authorizes the funding of the Tax Certiorari Reserve Fund in the amount of \$43,057.00 from Fund Balance.

## **7. SUPERINTENDENT**

### **Action Item**

Board member Esposito made a motion to approve items 9B-D. Board member Wood seconded.

B. Therefore, BE IT RESOLVED THAT Karen McGraw, Superintendent, is hereby certified as a Qualified Lead Evaluator of building principals having successfully completed the training requirements prescribed in 8 NYCRR 30-2.9(b).

C. Therefore, BE IT RESOLVED THAT Leslie Whitcomb, Walter B. Howard Elementary School Building Principal, Matthew Klafehn, New Lebanon Jr/Sr High School Building Principal, Tamara Thorpe-Odom, Director of Special Education, and Karen McGraw, Superintendent of Schools are hereby certified as a Qualified Lead Evaluator of classroom teachers having successfully completed the training requirements prescribed in 8 NYCRR 30-2.9(b).

D. Motion to adopt the 2013-2014 Board of Education goals.

## **8. PERSONNEL**

**Action Item**

Board member Wood made a motion to approve items 8A-G. Board member Esposito seconded.

4 ayes, 0 nays, 0 abstained.

A. Motion to re-appoint, upon the recommendation of Superintendent McGraw, the following substitute teachers for the 2013-2014 school year.

<b>Last Name</b>	<b>First Name</b>	<b>Certified</b>	<b>Rate</b>
Ackner	Jessica	Uncertified	\$85.00/day
Arpante	Barbara	Certified	\$100.00/day
Baldwin	Bruce	Certified	\$100.00/day
Belk	Christine	Uncertified	\$85.00/day
Bennett	Bobbi-Jean	Uncertified	\$85.00/day
Carrigan-Tsalatsanis	Cindy	Uncertified	\$85.00/day
Constable	Steven	Uncertified	\$85.00/day
Dilorio	Jennifer	Certified	\$100.00/day
Fisher	Jacqueline	Certified	\$100.00/day
Gerstel	Pamula	Certified	\$100.00/day
Hull	Cristiana	Uncertified	\$85.00/day
Lukas	Carol	Uncertified	\$85.00/day
Mayen	Laurelyn	Certified	\$100.00/day
Prack	Lori	Uncertified	\$85.00/day
Sime	Maria	Uncertified	\$85.00/day
Smith	April	Uncertified	\$85.00/day
Uhr	Robin	Certified;	\$100.00/day
Walter	Stephanie	Certified	\$100.00/day
West	Cissie	Certified,	\$100.00/day
Wicks	Kate	Certified	\$100.00/day
Wood	William	Certified	\$100.00/day
Woodbury	Alicia	Uncertified	\$85.00/day

B. Motion to re-appoint, upon the recommendation of Superintendent McGraw, the following substitute teacher assistants for the 2013-2014 school year per the chart below (all previously substituted in 2012-2013):

<b>Last Name</b>	<b>First Name</b>	<b>Rate</b>
Ames	Anne	\$14.52/hour
Belk	Christine	\$14.52/hour
Carrigan	Cindy	\$14.52/hour
Lukas	Carol	\$14.52/hour
Martin	Charlotte	\$14.52/hour
Prack	Lori	\$14.52/hour
Robertson	Marsha	\$14.52/hour
Sime	Maria	\$14.52/hour
Smith	April	\$14.52/hour
Walter	Stephanie	\$14.52/hour
Woodbury	Alicia	\$14.52/hour

C. Motion to appoint, upon the recommendation of Superintendent McGraw, the following substitute teachers for the 2013-2014 school year:

<b>Name</b>	<b>Certified</b>	<b>Rate</b>
Lindsay Moran	Certified	\$100/day

Audrey Craft	Certified	\$100/day
Maggie Farrell	Certified	\$100/day

D. Motion to appoint, upon the recommendation of Superintendent McGraw the following fall coach: Clint Garrigan as Girls Modified Soccer at a \$2100 stipend for the season.

E. Motion to appoint, upon the recommendation of Superintendent McGraw, Kelly McGivern to the position of Secretary to the Superintendent/Board Clerk effective August 9, 2013 at a pro-rated annual salary of \$45,000. (previously employed by the District)

F. Motion to appoint the following officers and others for annual appointments as successor to previously appointed individuals. All appointments to be in effect until the time of the 2013-2014 Organizational Meeting, or until a successor is appointed (whichever occurs first).

District Clerk	Kelly McGivern	no stipend
Records Access Officer	Kelly McGivern	no stipend
Records Management Officer	Kelly McGivern	no stipend
Clerk of the Annual Meeting and District Vote	Kelly McGivern	no stipend

G. Motion to re-appoint, upon the recommendation of Superintendent McGraw, Cynthia Mars to the position of substitute nurse at a hourly rate of \$17.35 (previously substituted in 2012-2013).

**PUBLIC COMMENT**

Mr. Brutsch spoke about his concern with Board member attendance at board meetings. He also questioned whether there was a conflict of interest with some of the board member responsibilities on committees. Michelle Bienes thanked the Board with regards to the summer park program and busing. Sixty children learned to swim. She spoke up on behalf of the Board members not present, stating there are legitimate reasons to be absent and indicated she had no concern about any conflicts of interest in regards to committee members.

**PROPOSED EXECUTIVE SESSION**

**Action Item**

Board member Wood made a motion to enter into executive session for the purpose of discussing pending litigation. Board member Sotek seconded. 4 ayes, 0 nays, 0 abstained.

Board member Wood made a motion to appoint Superintendent McGraw as the Clerk Pro-Tem at 7:59 p.m. Board Vice President Bienes seconded. 4 ayes, 0 nays, 0 abstained.

**ADJOURNMENT**

**Action Item:**

Board Vice President made a motion to adjourn the meeting at 8:07 p.m. Board member Wood seconded. 4 ayes, 0 nays, 0 abstained.

Respectfully Submitted,

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Kelly McGivern, District Clerk

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