



14665 State Route 22
New Lebanon, NY 12125

Visitation Committee: 6:00 p.m.
Regular Meeting
August 15, 2012

The Visitation Committee met at the Jr./Sr. High School building for the purpose of conducting a building tour. They concluded the tour at the Walter B. Howard Elementary School. Board Members in attendance were, Board Members Wood, Gavrity, and Bienes.

The regular meeting was held at the Walter B. Howard Elementary School. 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, Gavrity, Bienes and Kroboth, Superintendent McGraw, Leslie Whitcomb, Jr./Sr. High School Principal, Becky Marzeski, WBH Elementary Principal, and Carrie Nyc-Chevrier, Business Administrator.

ABSENT: Board Members Sowalski, Bingham, Sotek, Tamara Thorpe-Odom, Director of Special Education, and Matthew Klafehn, Assistant Principal/Athletic Director.

ALSO PRESENT: Members of the public.

<p>Visitation Committee The Visitation Committee met at the Jr./Sr. High School building for the purpose of conducting a building tour. They concluded the tour at the Walter B. Howard Elementary School.</p> <p>Public Comment None.</p> <p>Acknowledgments/Administrative Comments Mary Mabb, Transportation Supervisor and Superintendent McGraw, facilitated a discussion on cost and safety of merging the mechanical department with Schodack Central School District. The Board was not interested in pursuing this venture.</p> <p>Carrie Nyc-Chevrier, Business Administrator, notified the Board that cleaners are doing a great job preparing for the return of students and teachers. The projects at WBH Elementary School are near completion. The parking lot lights are done and the safety glass has been changed out. There is a bit of painting left to do. The roof project at the Jr./Sr. High School should be starting soon.</p> <p>Becky Marzeski, WBH Elementary School Principal, notified the Board that the theme for summer is always, planning and preparing for the coming school year. Some of the more significant aspects are looking at NYS test data, scheduling, and learning the new teacher and principal evaluation tools. Many staff members have been working in their classrooms.</p> <p>Leslie Whitcomb, Jr./Sr. High School Principal, notified the Board that Matthew Klafehn's eBoard is up and running. Meet the coaches night is at the start of school. Schedules will be mailed on August 29th and 7th grade open house will be held on August 30, 2012.</p>	<p>Visitation Committee</p> <p>Public Comment</p> <p>Acknowledgments/ Administrative Comments</p>
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Superintendent McGraw noted that the Board can still vote in blocks even though the format looks different in BoardDocs.

Minutes

Action Items

Board Member Gavriety made a motion to approve items a-b as a block. Seconded by Board Member Wood. 4 ayes, 0 nays.

- a. Motion to review and approve the July 11, 2012 minutes.
- b. Motion to review and approve the July 25, 2012 minutes.

Curriculum and Instruction

Non-Action Item

Superintendent McGraw reviewed an APPR report with required components.

Action Items

Board Member Wood made a motion to approve item b. Seconded by Board Member Gavriety. 4 ayes, 0 nays.

- b. Motion to approve the 2012-2013 APPR plan.

Board Member Kroboth made a motion to approve items C-E as a block. Seconded by Board Member Brutsch. 4 ayes, 0 nays.

- c. Motion to review and approve revised policies (second reading).
 - Policy 1620, Annual District Organizational Meeting
 - Policy 1630, Legal Qualifications of Voters at School District Meetings
 - Policy 1640, Absentee Ballots (merged with 1630)
- d. Motion to approve, upon the recommendation of Superintendent McGraw, the purchase of the following textbook to support the Graphic Communications Course: Graphic Communications, The Printed Image, Fifth Edition, by Z.A. Prust, cost \$63.00 per textbook.
- e. Motion to approve CSE/CPSE recommendations of programs and placements for the following special education student:
092100217

Audit Committee Business

Action Item

Board Member Bienes made a motion to approve item b. Seconded by Board Member Kroboth. 4 ayes, 0 nays.

- b. Motion to accept the internal claims audit report as prepared by Susan Bues, Internal Claims Auditor.

Financial

Action Items

Board Member Gavriety made a motion to approve items a-n as a block. Seconded by Board Member Wood. 4 ayes, 0 nays

- a. Motion to approve the WBH Elementary School Extra-Curricular Accounts dated June 30, 2012, as submitted by Carrie Nyc-Chevrier, Interim Extra Curricular Accounts Treasurer.
- b. Motion to approve the WBH Elementary School Extra-Curricular Accounts dated July 31, 2012, as submitted by Carrie Nyc-Chevrier, Interim Extra Curricular Accounts Treasurer.
- c. Motion to approve the June 30, 2012, Jr./Sr. High School Extra-Curricular Accounts as

Minutes

APPR Report

APPR Plan

Revised Policies

Textbook Purchase

CSE/CPSE Programs and Placements

Internal Claims Audit Report

WBH Extra-Curricular Accounts, June 30, 2012

WBH Extra-Curricular Accounts, July 31, 2012

Jr./Sr. High School

<p>submitted by Sarah Roblez, Extra-Curricular Accounts Treasurer.</p> <p>d. Motion to authorize a payment to Rosch Brothers, Inc. in the amount of \$1900.00 for work completed at the Walter B. Howard Elementary School (safety glass).</p> <p>e. Motion to authorize a payment to Rosch Brothers, Inc. in the amount of \$24,700 for work completed at the Walter B. Howard Elementary School (safety glass).</p> <p>f. Motion to approve the June, 2012 treasurer's report as per attached.</p> <p>g. Motion to approve funding of the Capital Reserve Fund. BE IT RESOLVED that the Board of Education hereby authorizes the funding of the Capital Reserve Fund in the amount of \$266,358.</p> <p>h. Motion to accept the tax warrant as per attached</p> <p>i. Motion to award surplus item bid to the highest bidder as a result of a bid opening on August 1, 2012 as per attached.</p> <p>j. Motion needed to approve the 2012-2013 Final Cooperative Educational Service Contract (BOCES) and to allow the District Clerk to sign the contract.</p> <p>k. Motion to approve bid for a parapet repair project at the Jr./Sr. High School building. WHEREAS, the New Lebanon Central School District received, accepted and opened bids on July 31, 2012 for a parapet repair project at New Lebanon Central School District and WHEREAS, the lowest responsible bidder was Gallo Construction. WHEREAS, the architect has recommended the award of the contract to the above contractor with a base bid of \$123,400, with the additional award of alternate one, in the amount of \$8500 and alternate two, in the amount of \$1400, resulting in a total amount of \$133,300. BE IT FURTHER RESOLVED that the project at New Lebanon Central School District is awarded to Gallo Construction.</p> <p>l. Motion to authorize the Superintendent to execute an agreement with Albany Elevator for elevator maintenance services at a cost of \$1500 a year.</p> <p>m. Motion to approve a donation from Stop & Shop in the amount of \$16.15 to support the Jr./Sr. High School.</p> <p>n. Motion to increase budget line A21104504 in the amount of \$16.15.</p>	<p>Extra-Curricular Accounts June 20, 2012</p> <p>Rosch Brothers Payment</p> <p>June, 2012 Treasurer's Report</p> <p>Capital Reserve Fund</p> <p>Tax Warrant</p> <p>Surplus Item Bid Award</p> <p>2012-2013 BOCES Contract</p> <p>Bid Awarded</p> <p>Agreement with Albany Elevator</p> <p>Accepted Donation</p> <p>Increased Budget Line</p>
<p>Personnel</p> <p><u>Action Items</u></p> <p>Board Member Wood made a motion to approve items a-i as a block. Seconded by Board Member Kroboth. 4 ayes, 0 nays.</p> <p>a. Motion to appoint, upon the recommendation of Superintendent McGraw, substitutes for the 2012-2013 school year as per attached list.</p> <p>b. Motion to appoint, upon the recommendation of Superintendent McGraw, the following Dignity for All Students coordinators: Tamara Thorpe-Odom for the Walter B. Howard Elementary School, and Matthew Klafehn, for the Jr./Sr. High School.</p> <p>c. Motion to appoint upon the recommendation of Superintendent McGraw, Tammy Leonard to the position of Clerk Typist, at a salary of \$19,849, effective August 30, 2012.</p> <p>d. Motion to approve the following revised appointment: Upon the recommendation of Superintendent McGraw, to appoint Patricia Reed to the probationary position of School Psychologist, beginning September 1, 2012 and ending September 1, 2015 in the tenure area of School Psychologist, Step 1 with a salary of \$44,227. Ms. Reed has a Masters, CAS and a School Psychologist Provisional Certificate.</p> <p>e. Motion to appoint, upon the recommendation of Superintendent McGraw, the following Club Advisor for the 2012-2013 school year: Valene Synakowski, Choir Advisor, Stipend: Per contract</p> <p>f. Motion to appoint, upon the recommendation of Superintendent McGraw, Melissa Cook to the elementary tenure area (probationary), Step 1, with a salary of \$43,435, effective September 1, 2012 through September 1, 2015. Ms. Cook has a Masters degree and has</p>	<p>Substitutes for 2012-2013</p> <p>Dignity for All Students Coordinators</p> <p>Tammy Leonard, Clerk Typist</p> <p>Patricia Reed, Psychologist Revised Appointment</p> <p>Valene Synakowski, Choir Advisor</p> <p>Melissa Cook, Elementary Teacher</p> <p>Basil Prestipino, Laborer</p> <p>Levi Bigelow, Substitute Cleaner</p>

- initial certificates in Literacy (Birth-Grade 6) and Childhood Education (Grades 1-6).
- g. Motion to appoint, upon the recommendation of Superintendent McGraw, Basil Prestipino to the position of Laborer, at a rate of \$11.86 per hour, effective August 27, 2012.
- h. Motion to appoint, upon the recommendation of Superintendent McGraw, Levi Bigelow, to the position of substitute cleaner, at a rate of \$10.77, effective August 20, 2012.
- i. Motion to accept the resignation of Brenda Vermilya, school nurse, effective July 31, 2012.

**Brenda Vermilya,
Resignation**

Superintendent

Action Items

Board Member Kroboth made a motion to approve items a-c as a block. Seconded by Board Member Bienes. 4 ayes, 0 nays.

**Qualified Lead
Evaluators**

- a. Motion to certify Superintendent McGraw as a Qualified Lead Evaluator of building principals as per attached.
- b. Motion to certify Leslie Whitcomb, Becky Marzeski, Matthew Klafehn, Tamara Thorpe-Odom and Karen McGraw as Qualified Lead Evaluators of classroom teachers.
- c. Motion to adopt the 2012-2013 Board of Education goals.

**2012-2013 Board
Goals**

**Board Open
Discussion**

Board Open Discussion

Non-Action Item

Board Member Wood asked what the policy is regarding extra-curricular hours done during the work day. It was noted that the stipend is paid for work outside the contractual day only.

Public Comment

Public Comment

None.

Executive Session

Executive Session

Board Member Wood made a motion to enter executive session to discuss employment matters related to a particular person or corporation at 7:53 p.m. Seconded by Board Member Kroboth. 4 ayes, 0 nays.

Clerk Pro-Tem

Clerk Pro-Tem

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

Adjournment

Adjournment

Board Member Wood made a motion to adjourn at 8:00 p.m. Seconded by Board Member Bienes. 4 ayes, 0 nays.

_____ Respectfully submitted,
 _____ Krista Giangrossi, Deputy District Clerk

