



14665 State Route 22
New Lebanon, NY 12125

Regular Meeting
August 17, 2011

The regular meeting was held at the Walter B. Howard Elementary School. The meeting was called to order by Board President Wood at 7:02 p.m. and opened with the Pledge of Allegiance.

PRESENT: Board Members Wood, Kroboth, 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

ABSENT: Board Members Bingham, Sowalski and Gavriety.

ALSO PRESENT: Members of the public.

Public Comment

Helen Burton stated that she supports using the Union Free school building as a Town Hall for New Lebanon.

Tammy Pawlows expressed concern about children living on Ashley Hill Rd. having to walk to the end of the road to catch a bus. She would like a Suburban to pick up the children.

Todd Burton stated that he would like the Union Free school to be saved for a new town hall.

Christine Dreyfus stated that she supports the Union Free school.

Marcia Mayper stated that the Union Free school could be a wonderful learning experience if they could participate in the grant process.

Kevin Fuerst, Town Historian for New Lebanon, stated that he wants to know what the use of the building will be and the cost.

Meg Robertson thanked the school for providing buses for the summer recreational program field trips.

Acknowledgments/Administrative Comments

Pat Metzler, Head Cook, gave a Food Service Department update to the Board. She and a co-worker attended a professional cooking class. She learned about marketing, finances, recipes, etc. She discussed several ideas including new menu items and possibly having a garden.

Carrie Nyc-Chevrier, Business Administrator, notified the Board that the Business Office is working on school taxes, new employee paperwork and state aid filings. She also notified the Board that new epoxy flooring is getting installed in the technology room. Asbestos flooring has been removed from a room in the high school and new tiles have been installed.

Becky Marzeski, WBH Elementary Principal notified the Board that that teachers have completed the K-6 writing curriculum during the summer months. The curriculum is designed to align with

Public Comment

**Acknowledgments/
Administrative
Comments**

the Common Core State Standards and will guide teachers' writing instruction throughout the school year. On September 1st, K-6 teachers will receive training on the program including a technology piece. New Teacher Orientation will take place on August 26th and 29th. The Cleaners and Maintenance workers are ahead of schedule. Mrs. Marzeski commended them for their hard work over the summer months.

Leslie Whitcomb, Jr./Sr. High School Principal notified the Board that student schedules are in the process of being finalized. Open house for 7th grade students is on Thursday, August 25th. Several new students have enrolled in the District. Ms. Whitcomb is currently planning for new teacher orientation as well as the Superintendent's Conference days.

Mathew Klafehn, Assistant Principal/Athletic Director notified the Board that Fall sports practices commence on August 22nd. He met with two new Varsity soccer coaches, Dan Evans and Maria Sime on Monday and they were very anxious to work with the kids and to get the season underway. He is confident in their abilities and is very proud to have two former students now serving in this capacity. The modified soccer teams will begin their practices on the first day of school. All practice information and team schedules have been posted on his e-board. The New Lebanon Tournament is scheduled for September 8th, 9th and 10th. The Boosters are actively recruiting parent and community volunteers for the event. Anyone who is interested in helping out is encouraged to contact Michelle Bienes, Angus Eaton or Nelson Furlano.

Tamara Thorpe-Odom notified the Board that the Special Education Department has been busy preparing for the new school year. They have converted to a new data management system, IEP Direct. IEP Direct will allow the department to share/manage files and data both within district and outside providers. Outside placements are done and bus runs are currently being coordinated with the transportation department. In preparation for the opening day of school, she is collaborating with both Ms. Marzeski and Ms. Whitcomb on student, teacher, and provider schedules. She is also developing Professional Development for the upcoming year for faculty and staff.

Minutes

Action Item

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

- a. To review and approve the July 6, 2011 minutes.

Audit Committee Business

Action Items

Board Member Wood made a motion to approve items a-b as a block. Seconded by Board Member Sotek. 4 ayes, 0 nays. Michael Wolfe presented the internal audit report and Susan Bues presented her audit report.

- a. To review and accept the internal audit report as prepared by Michael Wolfe, Rensselaer City School District.
- b. To review and accept the internal claims audit report as prepared by Susan Bues, Internal Claims Auditor.

Financial

Action Items

Board Member Kroboth made a motion to approve items a-w as a block. Seconded by Board Member Wood. 4 ayes, 0 nays. A discussion took place regarding the amount of money that should be put in the reserves.

- a. To approve the Tax Warrant.

Minutes

Internal Audit Report

Internal Claims Audit Report

Tax Warrant

Union Free School Building SEQRA

- b. WHEREAS, the Board of Education of the New Lebanon Central School District ("Board") has proposed to undertake a project consisting of razing the Union Free School located on the Junior/Senior High School campus ("the Project"); and WHEREAS, the Union Free School building has not been utilized for classes for forty one years and deterioration has advanced over time. Alternatives to the demolition have been explored and documented by the District but they are not reasonable once the programmatic, physical and financial aspects of the proposals are considered. Additionally, the Union Free School has been fenced and is considered a potential hazard to anyone within the vicinity of the building. WHEREAS, the Board wishes to fully comply with its obligations under the State Environmental Quality Review Act ("SEQRA") and the regulations there under with respect to the proposed action; and WHEREAS, the Board has carefully considered the nature and scope of the proposed action; and WHEREAS, upon review of the foregoing, the Board makes the following determinations:
1. The proposed action involves razing the Union Free School located on the Junior/Senior High School campus ("The Project");
 2. The proposed action will in no case have a significant adverse impact based on the environment based on the criteria contained in 6 NYCRR. § 617.7(c), and is not otherwise a Type I action as defined by 6 NYCRR § 617.4.
 3. AND WHEREAS, there is historic impact, the Board of Education plans to mitigate the impact by constructing a commemorative feature incorporating the Shaker stone facing material and the decorative top of the cupola from the building.
 4. WHEREAS, the District over the years has consulted the Office of OPRHP NOW THEREFORE BE IT RESOLVED, that the Board finds and concludes that the proposed action is a Type II action within the meaning of 6 NYCRR 617.5 and therefore is not subject to review under SEQRA and the regulations there under.
- c. The Board of Education authorizes Raymond Sowalski and Monique Wood to attend NYSSBA's Annual Convention and Education Expo in Buffalo, NY October 27-30, 2011 at a registration cost of \$420.00 each.
- d. To accept a donation of \$50.00 from Norma Lasch, New Lebanon alumni, to support the Jr./Sr. High School library program.
- e. To increase budget line A2610.4504 by \$50.00.
- f. To accept a donation of \$310.80 from the Class of 1961 to support the Jr./Sr. High School library program.
- g. To increase budget line A2610.4504 by \$310.80.
- h. To accept the donation of a book from Mary Young entitled Tassels of Blue, by Norma Williams Lasch, to support the Jr./Sr. High School library program.
- i. To approve the sale or disposal of the following surplus vehicles to the highest bidder and to give the District Clerk authority to advertise the sale of said vehicles and if unable to find a buyer, to authorize Superintendent McGraw to dispose of the vehicles:

Year	Vehicle Description	V.I.N. Number	Mileage
2002	Chevrolet Suburban, 5.3L, gas, 4-speed automatic transmission, 4-wheel drive	1GNFK16Z32J292229	185,286
2002	Chevrolet Suburban, 5.3L, gas, 4-speed automatic transmission, 4-wheel drive	1GNFK16Z02J292236	154,326
2001	International school bus, Blue Bird body, 466 diesel, 4-speed automatic, air ride suspension	1HVBBAAN31H508916	146,023
2000	Ford Taurus, 3.0L, 4-speed automatic	1FAFP5547YA12125554	129,264

- j. To authorize the Superintendent to execute an agreement with the Schodack Central School

Raymond Sowalski, Monique Wood & Karen McGraw, NYSSBA Convention

Donations

Increased Budget Lines

Surplus Vehicles

Agreement with Schodack CSD

- District for Transportation Management for the 2011-2012 school year.
- k. To approve the disposal of 133 miscellaneous computer components from the Elementary School and Jr./Sr. High School.
 - l. To approve the Walter B. Howard Elementary School Extra-Curricular Accounts dated June 30, 2011 as submitted by Carrie Nyc-Chevrier, Interim Extra-Curricular Accounts Treasurer.
 - m. To approve the Jr./Sr. High School Extra-Curricular Accounts dated June 1-30, 2011, as submitted by Eileen Winslow, Extra-Curricular Accounts Treasurer
 - n. WHEREAS, the New Lebanon Central School District received, accepted and opened bids for one (1) 2011 Chevrolet Suburban 4WD, 4 door, 1500 Commercial Vehicle (color: Wheatland Yellow and delivery date within 45 days), on August 10, 2011 and WHEREAS, the lowest responsible bidder was DePaula Chevrolet with a bid in the amount of \$37,028. THERFORE, BE IT FURTHER RESOLVED that the bid is awarded to DePaula Chevrolet.
 - o. To approve the June, 2011 Treasurer's report.
 - p. To approve excessing the following textbooks as per chart below.

Title	Publisher	ISBN #	Quantity	Reason for Disposal
Programming in C++	South-Western Educational Publishing Company, 1997	0-538-64886-4	4	Outdated
Problem Solving with C++	Addison-Wesley Publishing Company, Inc., 1996	0-80653-7440-X	8	Outdated
Problem Solving with C++	Second Edition: Addison-Wesley Publishing Company, Inc., 1999	0-201-35749-6	8	Outdated
Concurrent Programming in Java Second Edition: Design Principles and Patterns	Addison-Wesley Publishing Company, Inc., 2000	0-201-31009-0	1	Outdated
Living in Neighborhoods	Laidlaw Brothers	0-84456302-1	30	Outdated
Living in Neighborhoods (teacher edition)	Laidlaw Brothers	0-8445-6312-9	1	Outdated
Glencoe Mathematics Applications and Connections Course 2	Glencoe-McGraw Hill	0-02-833051-X	13	Outdated

- q. BE IT RESOLVED that the Board of Education hereby authorizes the funding of the Capital Reserve Fund in the amount of \$450,000.
- r. BE IT RESOLVED that the Board of Education hereby authorizes the funding of the Employee Retirement Reserve Fund in the amount of \$23,115.40.
- s. To approve the 2011-2012 Final Cooperative Educational Service Contract (BOCES) and to allow the District Clerk to sign the contract.
- t. To approve excessing approximately 343 Walter B. Howard Elementary school library books.
- u. To accept the donation of a cross-stitch tiger picture from Carol Lukas.
- v. To authorize the Superintendent to execute an agreement with Wildwood Programs, Inc. for services for special education children placed in the program for the 2011-2012 school year.
- w. To award surplus items bids to the highest bidder(s), as per chart below as a result of a bid opening on August 5, 2011.

Bidder Name	Surplus Item	Total Bid Submitted
JoAnn Gavrity	8--wooden chairs	\$24.00
Michelle Bienes	28--soccer uniforms	\$56.00
Sharon Putnam	Sunbeam mixer	\$5.00
	2--Cast iron pans	\$10.00
Karen McGraw	Kitchen supplies (i.e. china pieces, etc.)	\$4.00

Curriculum and Instruction

Non-Action Items

Matthew Klafehn, Assistant Principal and Leslie Whitcomb, Jr./Sr. High School Principal reviewed their discipline report with the Board.

Becky Marzeski, WBH Elementary Principal, reviewed her discipline report with the Board.

Disposal of Computer Components

WBH Extra-Curricular Accounts, dated June 30, 2011

Jr./Sr. H.S. Extra-Curricular Accounts, dated June 1-30, 2011

DePaula Chevrolet, Suburban Bid

Treasurer's Report

Excessed Textbooks

Capital Reserve Fund

Employee Retirement Reserve Fund

2011-2012 BOCES Contract

Excessed Library Books

Wildwood Programs, Inc. Agreement

Surplus Items Bids

Jr./Sr. H.S. Discipline Report

WBH Discipline Report

Action Items

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

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

7212	School-Wide Pre-Referral Approaches and Interventions
8335	Animals in the Schools
5573	Retiree Benefit Procedures
5580	Reserve Funds

- b. To approve the Walter B. Howard Code of Conduct for the 2011-2012 school year.
 c. To approve the Jr./Sr. High School Code of Conduct for the 2011-2012 school year.
 d. Upon the recommendation of Superintendent McGraw, to approve a new math program entitled Go Math for grades K-5.
 e. To approve a district APPR plan.

Personnel**Action Items**

Board Member Sotek made a motion to approve items a-q as a block. Seconded by Board Member Wood. 3 ayes, 0 nays, 1 abstention (Bienes). The motion failed.

Board Member Sotek made a motion to approve item a. Seconded by Board Member Wood. 3 ayes, 0 nays, 1 abstention. The motion failed due to a limited number of Board Members present, therefore this item will appear on the next agenda.

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

- b. To accept the resignation of Dorothy Rogers, Family and Consumer Sciences teacher for purpose of retirement, effective October 7, 2011.
 c. Upon the recommendation of Superintendent McGraw, to accept the resignation of Robert Koepp, probationary bus driver, effective August 31, 2011.
 d. Upon the recommendation of Superintendent McGraw, to appoint the following substitutes for the 2011-2012 school year.

Name	Certified or Uncertified	Position	Rate
Barbara Arpante	Uncertified	Substitute Teacher	\$80.00 per day
Jennifer Austin	Uncertified	Substitute Teacher Substitute Teaching Assistant	\$80.00 per day \$13.96 per hour
Bruce Baldwin	Certified	Substitute Teacher	\$95.00 per day
Leonard (Jesse) Brown, IV	Uncertified	Substitute Teacher	\$80.00 per day
Stephen Buchauer	Certified	Substitute Teacher	\$95.00 per day
Olivia Chadwick	Certified	Substitute Teacher	\$95.00 per day
Steven Constable	Uncertified	Substitute Teacher	\$80.00 per day
James Corie	Certified	Substitute Teacher	\$95.00 per day
Rebecca Corie	Certified	Substitute Teacher	\$95.00 per day
Luke Crosby	Uncertified	Uncertified	\$80.00 per day
Catherine Decker	Certified	Substitute Teacher	\$95.00 per day
Shari Gadowski	Uncertified	Substitute Teacher	\$80.00 per day
James Hosley	Certified	Substitute Teacher	\$95.00 per day
Cristiana Hull	Uncertified	Substitute Teacher	\$80.00 per day
Anne Lowe	Uncertified	Substitute Teacher	\$80.00 per day
Charlotte Martin	Uncertified	Substitute Teaching Assistant	\$13.96 per hour
Laurelyn Mayen	Certified	Substitute Teacher	\$90.00 per day
Michelle Mullane	Certified	Substitute Teacher	\$90.00 per day
Lauren Pertile	Uncertified	Substitute Teacher	\$80.00 per day
Lori Prack	Uncertified Certified	Substitute Teacher Substitute Teaching Assistant	\$80.00 per day \$13.96 per hour

Approved Policies**2011-12 WBH
Code of Conduct****2011-12 Jr./Sr.
H.S. Code of
Conduct****“Go Math”
Program****APPR Plan****Motion Failed,****Dorothy Rogers,
Retirement****Robert Koepp,
Resignation****Appointed
Substitutes for
2011-2012 school
year**

Jonathon Rock	Uncertified	Substitute Teacher	\$80.00 per day
Robert Saltz	Certified	Substitute Teacher	\$90.00 per day
Michael Schmich	Uncertified	Substitute Teacher	\$80.00 per day
Maria Sime	Uncertified	Substitute Teacher Substitute Teaching Assistant	\$80.00 per day \$13.96 per hour
April Smith	Uncertified Uncertified N/A	Substitute Teacher Substitute Teaching Assistant Substitute Clerk Typist	\$80.00 per day \$13.96 per hour \$14.33 per hour
Robin Uhr	Certified	Substitute Teacher	\$95.00 per day
Stephanie Walter	Certified	Substitute Teacher	\$95.00 per day
Dan Wehle	Certified	Substitute Teacher	\$95.00 per day

- e. Upon the recommendation of Superintendent McGraw, to increase a .6 Technology/Computer Science (Industrial Arts) teacher position to a .8 position effective September 1, 2011.
- f. Upon the recommendation of Superintendent McGraw, to appoint Kelsey Norberg to a .8 position in the Industrial Arts—General tenure area (probationary), Step 2 with a prorated salary of \$42,025 effective September 1, 2011. Ms. Norberg has a BS and an Initial Certificate in Technology Education.
- g. Upon the recommendation of Superintendent McGraw, to abolish a 1.0 Home Economics (Family and Consumer Sciences) teacher position effective October 7, 2011.
- h. Upon the recommendation of Superintendent McGraw, to create a .8 Home Economics (Family and Consumer Sciences) teacher position effective September 1, 2011.
- i. Upon the recommendation of Superintendent McGraw, to appoint Michelle Daus to a .8 position in the Home Economics—General tenure area (probationary), Step 1 with a prorated salary of \$42,797 effective September 1, 2011. Ms. Daus has a MS and an Initial Certificate in Family and Consumer Sciences and an Initial Certificate in Business and Marketing.
- j. Upon the recommendation of Superintendent McGraw, to appoint the following mentors as per NLTA contract, effective September 1, 2011:

Mentor	Stipend	Mentee
Susan Wollner	\$1100	Robert Vickers
Holly May	\$1100 (prorated)	Kelly O'Brien
Hillary Watts	\$1100 (prorated)	Carey Foley
David Hawkins	\$1100	Maureen Squier
Rick Jason	\$1100 (prorated)	Kelsey Norberg
Lenny Brown	\$1100	Michelle Daus

- k. Upon the recommendation of Superintendent McGraw, to appoint Rick Jason to the position of substitute maintenance worker at a rate of \$12.70 per hour.
- l. Upon the recommendation of Superintendent McGraw to appoint the following to the position of bus driver trainee at a rate of \$7.25 per hour, effective July 22, 2011:

Andrew Curtiss	Deborah Pfeffer
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- m. Upon the recommendation of Superintendent McGraw, to appoint the following volunteer coaches for the 2011-2012 school year:

Volunteer	Sport	Stipend
James Colon	Boys Varsity Soccer	No stipend
Scott White	Boys Modified Soccer	No stipend

- n. To accept the resignation of Tracy Kent, Elementary Teacher, effective August 31, 2011.
- o. Upon the recommendation of Superintendent McGraw, to appoint the following Curriculum Coordinators for the 2011-2012 school year:

Name	Curriculum	Stipend
Michelle Bruns (co-coordinator) Laura Slagen (co-coordinator)	ELA K-6	\$950 (shared)

Increased position from .6 to .8

Kelsey Norberg, .8 Industrial Arts

Abolished 1.0 Home Economics

Created .8 Home Economics

Michelle Daus, .8 Home Economics (Family and Consumer Sciences)

Mentors Appointed

Rick Jason, Substitute Maintenance Worker

Andrew Curtiss and Deborah Pfeffer, Bus Driver Trainees

James Colon and Scott White, Soccer Team Volunteers

Tracy Kent, Resignation

Michelle Bruns and Laura Slagen Co-Curriculum Coordinators

- p. Upon the recommendation of Superintendent McGraw, to appoint the following substitute bus monitors at a rate of \$11.48 per hour:

Name	Effective Date
Cheryl Bickford	July 25, 2011
Tammy Balls-Suarez	August 22, 2011

- q. Upon the recommendation of Superintendent McGraw, to appoint Vicki Ouimet to the elementary tenure area (probationary), Step 1 with a salary of \$42,797, effective September 1, 2011. Vicki Ouimet has a Masters and a Certificates in Childhood Education 1-6 and Students with Disabilities 1-6.

**Cheryl Bickford,
Tammy Balls-Suarez Substitute
Bus Monitors**

**Vicki Ouimet,
Elementary Tenure
Area**

**Superintendent
Non-Action Item**

Superintendent McGraw reminded the Board that meetings will be held at the Jr./Sr. High school starting with the September 14, 2011 meeting.

**Board Meetings at
Jr./Sr. H.S.**

Superintendent McGraw reviewed her goals as they relate to the Board of Education goals.

**Superintendent
Goals**

Meg Robertson, Town of New Lebanon Supervisor and Deb Gordon, Member of the Lebanon Valley Historical Society spoke to the board about a request to apply for a grant for the Union Free School building. The Town is interested in using the building as a Town Hall.

**Union Free School
Discussion**

Action Items

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

**2011-2012 BOE
Goals Adopted**

- a. To adopt the 2011-2012 Board of Education goals. (goals mailed with agenda)
- b. **TABLED.** Resolution to be determined based on discussion of Union Free School building.

**Union Free School
Building
Resolution
TABLED**

Committee Meetings

Non-Action Items

The Board of Education Visitation Committee will meet on August 31, 2011 starting at WBH Elementary at 6:00 p.m.

**BOE Visitation
Committee 8/31/11**

The policy committee will meet in the Superintendents conference room following the building tour of the Jr./Sr. High School building.

**Policy Committee
Meeting**

Board Open Discussion

None.

**Board Open
Discussion**

Public Comment

Tammy Pawlows reiterated her concern about a bus not picking her children up at her home. She also distributed a letter to Board of Education Members.

Public Comment

Michelle Nelson stated that she wants a bus to pick up her children at her home on Ashley Hill Rd.

Steve Pawlows stated that a bus used to come down Ashley Hill Rd.

Brian Duffy spoke to the Mr. Rickert, Highway Superintendent. He offered to make road improvements so that a bus would be able to travel safely on the road.

Nancy Clemente asked the Board if they received her letter. She also had questions about the RFP to demolish the Union Free building. She thought that the District did not want the work to happen while school was in session.

Helen Burton stated that she is assuming that they will continue to continue to work on the grant until the August 31, 2011 Board meeting.

Meg Robertson stated that she would like access to the Board Members email addresses.

Adjournment

Board Member Wood made a motion to adjourn at 9:11 p.m. Seconded by Board Member Kroboth. 4 ayes, 0 nays.

_____ Respectfully submitted,
Krista Giangrossi, Deputy District Clerk

Adjournment