

*UnOfficial & UnApproved*  
NORTH ROSE-WOLCOTT CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION SPECIAL MEETING MINUTES

JUNE 23, 2009

8:00 PM

MIDDLE SCHOOL RM. #201

- PRESENT:** Nickoline Henner, Judi Buckalew, Robert Cahoon, Katharine DeAngelis, Melinda DeBadts (8:25), Kari Durham, Edward Magin, Clifford Parton, Ora Rothfuss III
- Lucinda Miner, Robert Magin, Jacinda Lisanto, Jan McDorman, Kelly Ferrente and approximately 30 guests
- ABSENT/EXCUSED:** Larissa Bodine
- CALL TO ORDER:** Board President Nickoline Henner called the meeting to order at 8:02 pm and led the Pledge of Allegiance.
- A correction to Agenda item #7g8. was made before approval: Linda ~~Harter~~ Harper.
- 1a. **APPROVAL OF AGENDA:** Clifford Parton moved and Edward Magin seconded the following motion. The vote was unanimous. N. Henner, J. Buckalew, R. Cahoon, K. DeAngelis, K. Durham, E. Magin, C. Parton, O. Rothfuss III voted yes.
- Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the agenda of June 23, 2009 with corrections.
2. **PUBLIC ACCESS TO THE BOARD:** Mr. Frank Sobierajski spoke about his past 25 years as a District employee and named various responsibilities and positions he held during his career here. He voiced his concerns regarding the future of the District.
- 3a. **TRANSPORTATION DEPARTMENT UPDATE: ROBERT GALLOWAY** Mr. Robert Galloway presented a Year in Review report to the Board. Since October 2008, he has become familiar with staff, procedures and routing. He has tried to resist change at the Transportation Department. He mentioned that a bus was added to the Advantage program which allowed students to get home earlier in the afternoon. Mr. Galloway has worked at keeping the VersaTrans system up to date. He spoke about the fleet replacement schedule and reducing buses to enrollment. He is pleased that summer school routing is 2/3 complete. Mr. Galloway gave kudos to his two Senior Bus Drivers, Scott Converse and Wendy Godek, mentioning that the .5 position he holds would not be successful without their efforts.
- 3b. **GRANTS REPORT: DAVID MURPHY** Mr. David Murphy provided the Board with an annual review of the numerous grants that the District is involved in. He mentioned that additionally this year, because of the Middle Schools SINI status, he has been involved with the Comprehensive Education Plan and the School

Quality Review. He spoke about a number of new grants that the District has applied for.

3c. ANNUAL PROFESSIONAL PERFORMANCE REVIEW:  
JACINDA LISANTO

Mrs. Jacinda Lisanto presented the components of the Annual Professional Performance Review plan that has been formulated by the APPR Committee this year. She mentioned that this is a more reflective observation than has been used in the past. It is intended that the Plan be a usable, meaningful and consistent method of professional supervision and evaluation of non-tenured and tenured Teachers and Teaching Assistants. Mrs. Lisanto mentioned that plan will be presented to the full NR-W staff during the Superintendent days this fall.

3d. SQR, QIP, CEP:  
JACINDA LISANTO

Mrs. Lisanto provided the Board with an overview of the School Quality Review (SQR), the Comprehensive Education Plan (CEP), and the Quality Improvement Plan (QIP). These documents are required by the State Education Department and are the result of the District's plan of action for improvement, because of the Middle School's recent designation as a School In Need of Improvement.

4a. ADMINISTRATOR'S REPORTS:

The Board thanked the administrators for their reports.

4b. STUDENT BOE MEMBER REPORT:  
LARISSA BODINE

No report was given.

4c. OTHER GOOD NEWS OF THE DISTRICT:

Many events were enjoyed during the last few weeks of school: 5<sup>th</sup> grade moving up ceremony, Performing Arts Day at North Rose Elementary, the Middle School Arts Festival, Special Ed Olympics, 2<sup>nd</sup> grade visit to the Wolcott Historical Society museum and the 8<sup>th</sup> grade Dinner and Talent Show. Mrs. Buckalew mentioned that it was a delight to have the 2<sup>nd</sup> graders tour the Northup Carriage House Museum recently and to see their interest in local history.

4d. OTHER: ENERGY COMMITTEE UPDATE:

Edward Magin, Ora Rothfuss III, Robert Cahoon, and Robert Magin met with Sustainable Energy Developments, Inc. in Ontario to gain general information about wind power. Board members agreed to obtain a quote at no cost from Sustainable Energy Developments, Inc. to determine whether or not our District would be a good site for a windmill.

5a. SUPERINTENDENT'S UPDATE:

Mrs. Miner addressed the Board and stated that she is not interested in a contract renewal, which will expire June 30, 2010. She listed the goals that she was charged with and the accomplishments that have been made in the District during her term as Superintendent.

Mrs. Henner thanked Mrs. Miner for her service to the school District.

BUSINESS ADMINISTRATOR'S UPDATE:

Mr. Robert Magin spoke to the Board about the Village of Wolcott's proposal to use the Middle School Tennis Court for a Skate Park. There was discussion regarding Park guidelines that have changed since the proposal was first brought to the Board a year ago. Mr. Robert Magin will

supply the Board with further information from our insurance carrier and school lawyer on the topic. He supplied the Board with general information about various types of reserves available, their purposes, durations, and restrictions. Mr. Robert Magin explained his recommendation for the fund balance. He mentioned that Ray Wager's auditors are in the District doing the preliminary audit, and that the District is on schedule for closing out the year.

5c. POLICY FIRST  
READING:

New and revised policies were given to the board for a first reading. They are encouraged to call the Superintendent with questions.

Two corrections were made the Meeting Minutes of June 9, 2009 before approval. Item #4d. Nickoline Budinock Henner, and #4a1. Gary Groh Sproul.

6a. MEETING MINUTES  
June 9, 2009

Clifford Parton moved and Robert Cahoon seconded the following motion. The vote was unanimous. N. Henner, J. Buckalew, R. Cahoon, K. DeAngelis, M. DeBadts, K Durham, E. Magin, C. Parton, O. Rothfuss III voted yes.

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the corrected Meeting Minutes of June 9, 2009.

7. CONSENT AGENDA

Melinda DeBadts moved and Ora Rothfuss III seconded the following motion. The vote was unanimous. N. Henner, J. Buckalew, R. Cahoon, K. DeAngelis, M. DeBadts, K Durham, E. Magin, C. Parton, O. Rothfuss III voted yes.

7a. WARRANT:

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the following Warrant:

#0060 \$1,189,672.00  
1. Internal Claims Auditor's Report

7b. FUNDING RESERVE  
RECOMMENDATION:

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the transfer of up to \$900,000 to the Insurance Reserve Account to be funded with surplus funds as of June 30, 2009.

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the transfer of up to \$50,000 to the Unemployment Insurance Reserve Account to be funded with surplus funds as of June 30, 2009.

7c. RECOMMENDATIONS  
FROM CSE AND CPSE:

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the recommendations from the Committee on Special Education dated May 13, 2009, May 28, 2009, June 4, 2009, June 5, 2009, June 12, 2009, June

16, 2009 and June 17, 2009 and the Committee on Pre School Special Education dated May 18, 2009, May 20, 2009 and June 2, 2009 and instructs the Superintendent to implement the recommendations on behalf of the following individuals identified by student number:

08250 10216 09319 09709 11935 10566 11498 12158 08133 10662  
 12290 12182 12062 11231 10596 12309 12228 12162 12163 11086  
 12168 12183 12093 11947 11370 11181 11213 12226 11133 12020  
 11978 11291 12157 12184 11876 11997 11211 11598 12050 11766

- 7d. SUBSTITUTES: Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the individuals named on the substitute lists, which are on file with the District Clerk.
- 7e. VOLUNTEER: Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approved Ms. Jenna Jones as a volunteer at North Rose Elementary school.
- 7f. AUTHORIZATION TO DISPOSE OF DISTRICT PROPERTY: Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, authorizes the Business Executive to discard the books listed. The list will be on file with the District Clerk.
- 7g1. APPOINTMENT OF GRANTS ADMINISTRATOR: DAVID MURPHY Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the appointment of David Murphy as Grants Administrator, at a total salary of \$30,000 effective July 1, 2009 – June 30, 2010.
- 7g2. APPOINTMENT OF .5 FTE HIGH SCHOOL Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the appointment of Michelle Hoot as a .5 FTE High School Business teacher, conditional upon a criminal history record check according to Commissioners Regulation §80-1.11 and Part 87 as follows:  
 Certification: Initial Business and Marketing Control #: on file  
 Appointment Area: Occupational Business Education and Distributive Occupational Subjects  
 Salary: \$38,000 Step A prorated for .5 FTE to \$19,000 Effective September 1, 2009
- 7g3. MECHANIC FOREMEN DIFFERENTIAL: Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the following appointment for the 2009-2010 school year:  

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Russell Welkley	Mechanic Foreman	\$1,860.00
- 7g4. APPOINTMENT OF BUS DRIVER: MIKE BRIGGS Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the 26 week probationary appointment of Mike Briggs as a Bus Driver, conditional upon a criminal history record check according to

Commissioners Regulation §80-1.11 and Part 87 for 10 months per year, \$14.50/hr., effective July 1, 2009.

7g5. APPOINTMENT OF 1.0 FTE MAINTENANCE WORKER/GROUNDS-KEEPER:  
ANDREW SNYDER

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the 26 week probationary appointment of Andrew Snyder as a 1.0 FTE Maintenance Worker/Groundskeeper, conditional upon a criminal history record check according to Commissioners Regulation §80-1.11 and Part 87 for 8 hrs./day, \$10.00/hr., 5 days a week, 12 months per year, effective July 1, 2009.

7g6. APPOINTMENT OF 1.0 FTE CLEANER:  
BRIAN HEFFERNAN

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the 26 week probationary appointment of Brian Heffernan as a Cleaner, conditional upon a criminal history record check according to Commissioners Regulation §80-1.11 and Part 87 for 8 hrs./day, \$9.00/hr., 5 days a week, 12 months per year, plus a \$425.00 night differential, effective July 1, 2009.

7g7. APPOINTMENT OF SPECIAL EDUCATION SUMMER SCHOOL STAFF:

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, appoints the following individuals to fill positions for Special Education Summer School:

July 6, 2009 – August 14, 2009

<u>Staff</u>	<u>Position</u>	<u>Salary</u>
Tracy Keeton	Teacher Aide	\$11.15/hr/5.5 hrs./day
Melissa Stevens	Teacher Aide	\$10.57/hr/5.5 hrs. /day
Kim Youngman	Teacher Aide	\$10.57/hr/5.5 hrs./day
April Carrasquillo	Nurse - LPN	\$12.50/hr. 5.5 hrs./day for 3 weeks
Sue Nurse	1:1 LPN	\$14.57/hr. per contract up to 8 hrs./day from July 6 through August 14, 2009 to fill the needs of a specific student's IEP
Deanne Spear	Physical Therapist	\$100.00/hr. up to 7 hrs./week

7g8. APPOINTMENT OF SUMMER FOOD SERVICE PERSONNEL:

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, appoints the following individuals to provide food services for all summer education programs. Summer School programs are scheduled to run July 1, - August 14, 2009.

<u>Staff</u>	<u>Location</u>	<u>Position</u>	<u>Hrs/Day</u>	<u># of Days</u>	<u>Rate/Hour</u>
Doris Moore	FH	Cook Manager	6	30	\$11.76
Wendy Harter	FH	Cook	6	24	\$10.25
Lisa Marks	FH	Food Service Helper	3	24	\$10.50
Linda Harper	NR	Cook Manager	6	29	\$12.80
Joan Whitney	NR	Cook	5	25	\$9.55

7g9. APPOINTMENT OF 2009-10 AQUATICS

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the

PROGRAM:

following individuals as Water Safety Instructors and/or Lifeguards or Program Directors for any swim program we offer for the 2009-10 school year:

<u>Name</u>	<u>\$/hour</u>
<u>Water Safety Instructor, Lifeguard</u>	
Amanda Randall	\$12.00
Emily Wilson	\$15.00
Kadan Lange	\$11.00
Carissa Lange	\$11.00
Katelyn Cox	\$20.50
Crystal Shaner	\$10.00
Delicia Crippen	\$10.00

<u>Water Safety Instructor, Lifeguard, Lifeguard Instructor Trainer, Program Director</u>	
Cindy Wood	\$22.00

<u>Water Safety Instructor, Lifeguard Trainer/Program Director- Morning Swim</u>	
Gordon Martin	\$25.00

<u>Program Director</u>	
Kat Lange	\$22.00

<u>Lifeguard</u>	
Callen Lange	\$7.65

8. INFORMATIONAL ITEMS:

The following informational items were shared with the Board: Annual Professional Performance Review Plan, Comprehensive Educational Plan, School Quality Review, Quality Improvement Process, Grants Report - D. Murphy, Policy #7514: Old Policy, Student Health Records Information, Student Health Records Regulation, Policy #6562: Professional Services Providers Information, Professional Services Providers Regulation, Policy #6563: Employment of Retired Persons Information, Employment of Retired Persons Regulation, Regional High School Grant Timeline, Thank you card, Thank you card, Capital Project Monthly Report - May 2009.

10a. ADDITIONS TO THE AGENDA:

Kari Durham moved and Clifford Parton seconded the following motion. The vote was unanimous. N. Henner, J. Buckalew, R. Cahoon, K. DeAngelis, M. DeBadts, K Durham, E. Magin, C. Parton, O. Rothfuss III voted yes.

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the additions to the agenda of June 23, 2009.

10b. LETTER OF RESIGNATION:

Edward Magin moved and Clifford Parton seconded the following motion. The vote was unanimous. N. Henner, J. Buckalew, R.

THOMAS WHITEHOUSE Cahoon, K. DeAngelis, M. DeBadts, K. Durham, E. Magin, C. Parton, O. Rothfuss III voted yes.

Be it resolved that the Board of Education, upon recommendation of the Superintendent of School and pursuant to Education Law, accepts the resignation of Thomas Whitehouse, Cleaner, effective at the close of business on July 6, 2009.

10c. APPOINT CLEANER:  
MATTHEW CONFER

Clifford Parton moved and Ora Rothfuss III seconded the following motion. The vote was unanimous. N. Henner, J. Buckalew, R. Cahoon, K. DeAngelis, M. DeBadts, K. Durham, E. Magin, C. Parton, O. Rothfuss III voted yes.

Be it resolved that the Board of Education, upon recommendation of the Superintendent of School and pursuant to Education Law, approves the 26 week probationary appointment of Mathew Confer as a Cleaner, conditional upon a criminal history record check according to Commissioners Regulation §80-1.11 and Part 87, \$9.00/hr. base salary plus a night differential of \$425.00 resulting in the total annual salary of \$19,145.00, prorated, effective July 7, 2009.

10d. APPOINTMENT OF:  
SUMMER  
TRANSPORTATION  
PERSONNEL:

Melinda DeBadts moved and Ora Rothfuss III seconded the following motion. The vote was unanimous. N. Henner, J. Buckalew, R. Cahoon, K. DeAngelis, M. DeBadts, K. Durham, E. Magin, C. Parton, O. Rothfuss III voted yes.

Be it resolved that the Board of Education, upon recommendation of the Superintendent of School and pursuant to Education Law, appoints the following individuals as summer bus drivers, monitors, and substitute drivers:

<u>Staff</u>	<u>Position</u>	<u>Rate</u>	<u>Staff</u>	<u>Position</u>	<u>Rate</u>
David Burns	Bus Driver	\$15.09	Shannon Cahoon	Monitor	\$10.00
Wendy Godek	Bus Driver	\$14.50	Jean Conrow	Monitor	\$14.16
Rich Hanaman	Bus Driver	\$14.50	Valerie Tryon	Monitor	\$17.81
Mary Hunter	Bus Driver	\$14.50			
Mickie Peck	Bus Driver	\$16.18			
Joyce Rickles	Bus Driver	\$19.24			
Robert Wilson	Bus Driver	\$15.08			
Barbara Winter	Bus Driver	\$21.57			

10e. AUTHORIZATION OF  
HIGH SCHOOL  
GRADUATION  
ACCOMPANIST:

Ora Rothfuss III moved and Kari Durham seconded the following motion. The vote was unanimous. N. Henner, J. Buckalew, R. Cahoon, K. DeAngelis, M. DeBadts, K. Durham, E. Magin, C. Parton, O. Rothfuss III voted yes.

Be it resolved that the Board of Education, upon recommendation of the Superintendent of School and pursuant to Education Law, authorizes Christine Stevens, High School Music Teacher, to provide accompanist services during graduation rehearsal and at the graduation ceremony.

BE IT FURTHER RESOLVED that a \$150.00 payment be made to Christine Stevens for these services.

10f. CREATION OF 1.0 FTE TEACHING ASSISTANT POSITION:

Clifford Parton moved and Robert Cahoon seconded the following motion. The vote was unanimous. N. Henner, J. Buckalew, R. Cahoon, K. DeAngelis, M. DeBadts, K. Durham, E. Magin, C. Parton, O. Rothfuss III voted yes.

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the creation of (1) 1.0 FTE Teaching Assistant.

Mrs. Henner called for a short break. Jan McDorman and all guests left the meeting at this time. Lucinda Miner served as note taker for the remainder of the meeting.

9. EXECUTIVE SESSION:

Clifford Parton moved and Ora Rothfuss III seconded the following motion. The vote was unanimous. N. Henner, J. Buckalew, R. Cahoon, K. DeAngelis, M. DeBadts, K. Durham, E. Magin, C. Parton, O. Rothfuss III voted yes.

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves Executive Session at 9:45 pm for the specific purpose of an employment evaluation, a legal matter and negotiations.

OPEN SESSION

The meeting returned to open session at 11:07 pm.

APPROVAL OF SUPERINTENDENT'S SALARY 2009-2010:

Edward Magin motioned and Ora Rothfuss III seconded the following motion. N. Henner, J. Buckalew, R. Cahoon, K. Durham, M. DeBadts, E. Magin, C. Parton, O. Rothfuss III voted yes, K. DeAngelis voted no.

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the salary of Lucinda Miner, Superintendent, at \$153,500.00, effective July 1, 2009 - June 30, 2010.

ADJOURNMENT:

Edward Magin moved and Melinda DeBadts seconded the following motion. The vote was unanimous. N. Henner, J. Buckalew, R. Cahoon, K. DeAngelis, K. Durham, M. DeBadts, E. Magin, C. Parton, O. Rothfuss III voted yes.

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the adjournment of the meeting at 11:12 pm.

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Jan McDorman, Clerk  
Board of Education