

OTSELIC VALLEY CENTRAL SCHOOL

Board of Education

August 12, 2009

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| Present: | Mr. D. Cruikshank, Mr. G. Brown, Dr. D. Evans, Mrs. T. Hammond, Superintendent of Schools L. Thomas, Elementary Principal N. Gallaher, High School Principal S. Poreda, Business Manager, G. Lott, District Clerk G. Burpee |
| Absent: | Mrs. D. Fox |
| Also Present: | Mr. M. Gary, Mrs. L. Porter, Mrs. S. Stone, Mr. W. Waltz, Ms. J. Wentworth |

CALL TO ORDER President Cruikshank called the meeting to order at 7:35 PM. All pledged allegiance to the flag

AGENDA The agenda was approved on a motion by Dr. Evans and seconded by Mrs. Hammond.

Motion carried, 4 - 0.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS Mrs. Hammond moved the minutes of the July 8, 2009 meeting be approved, second by Mr. Cruikshank.

Motion carried, 4 - 0.

CORRESPONDENCE

- A sympathy card was sent to Mr. Thomas.

PUBLIC COMMENT

- Mr. Waltz reported that a petition is being circulated to ask the Board to present the building proposition again to the voters. He is hoping to get 400 signatures.

REPORTS

Internal Auditor's Report
(FY'09/10 - #5)

Mrs. Neal presented her quarterly internal auditor's report.

Executive Session

Motion by Mrs. Hammond to enter executive session at 7:46 PM for the purpose of the preliminary external audit report with the audit committee. Second by Dr. Evans.

Motion carried, 4 - 0.

Mr. Jerry Mickelson and Mr. Lott joined the Board.

Open Session

Motion by Mrs. Hammond to resume open session at 8:19 PM. Second by Dr. Evans.

Motion carried, 4 - 0.

REPORTS

Superintendent's

Mr. Thomas reported on the following items to the Board:

- Circulation of recent newspaper articles.
- Transportation concerns. Mr. Lott and Mr. Springer will be tracking all of the bus routes to gauge number of stops, total time, and the potential for any consolidation. The OVEA bidding process for bus drivers has been developed due to fewer runs. Electric plug-ins have been investigated for the elementary campus to start runs as that end of the district. Bus cameras have been ordered for the large buses on the larger runs at this point. It is a two camera system with one in front and one in the rear of the bus. Mr. Poreda and Ms. Gallaher will meet with the bus drivers for protocols for discipline and

writing reports on such incidents. The Board requested Mr. Springer attend the September meeting to report on these practices.

- Operation and Maintenance concerns. The entire custodial staff worked at the elementary building at the start of summer break and are now at the high school with the assistance of some of the aides getting the buildings ready for the new school year. There is the possibility of installing a new cooler at the elementary building over Columbus Day weekend. The "School "Dude" software has been installed. There are three components: maintenance direct, prevention maintenance direct and inventory direct.
- New computers have been installed in the computer labs.
- LINKS and APPR committees have met. There is one single goal.
- Mr. Gary was thanked for his volunteer work on the website.

(FY'09/10 -#6)

(FY'09/10 -#7)

Business Manager's
(FY'09/10 - #8)

Mr. Lott reported on the following:

- Jan Wentworth was introduced. She explained the payroll process and which funds are used.
- School breakfast and lunch prices were discussed. Mr. Lott also explained the reimbursement process for the free and reduced meals.

Motion by Dr. Evans to increase lunch prices by fifteen cents and to increase breakfast prices by five cents and to increase the adult lunches by twenty five cents to \$3.50. Second by Mr. Brown.

Motion carried, 4 - 0.

Mr. Hammond suggested training for the cafeteria staff regarding nutrition.

- Dr. Evans commended Mr. Lott on the work he is doing.

Elementary Principal's

Ms. Gallaher reported on the following:

- Forty students attended the K-4 summer school. The theme was Reading Theater.
- Team members worked hard on the LINKS committee.
- Staff development will start after the new teacher is appointed.

High School Principal's

Mr. Poreda reported on the following items to the Board:

- He agrees with Mr. Thomas and Ms. Gallaher that LINKS are all heading in the same direction.
- The summer staff development is completed. He is waiting for a final report of what was accomplished.
- Five students attended the week-long review classes for Regents exams.
- Seventh grade parent night was August 11, 2009. One concern expressed by parents was the issue of sports physicals.
- Student schedules were mailed on August 3rd.

Board Member's

The following topics were discussed:

- Goals will be discussed in September.

- There is concern about the sports physicals. Family Health Network can no longer come to the schools to conduct the grade level physicals. Mr. Thomas is awaiting a call from another provider. Various attendees offered suggestions of other providers in the area to contact.
- Mr. Brown reported the gymnasium looks nice at the elementary building.

Financial Reports
(FY'09/10 - #9)

Motion by Dr. Evans to accept the financial reports as presented. Second by Mr. Brown.

Motion carried, 4 – 0.

UNFINISHED BUSINESS

Creation of a Retirement Reserve Fund

Motion by Mrs. Hammond, upon the recommendation of the Superintendent of Schools, to adopt the following resolution:

RESOLVED, that the Board of Education of the Georgetown-South Otselic Central School District does hereby authorize the creation of a Retirement Reserve Fund, and further, the Board of Education authorizes the transfer of \$150,000.00 from the non-appropriated fund balance from the general fund to the Retirement Reserve Fund.

Second by Mr. Cruikshank.

Motion carried, 4 - 0.

NEW BUSINESS

Personnel Recommendations

Motion by Mr. Brown upon the recommendation of the Superintendent of Schools, to approve the following personnel recommendations:

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|---------------------|--|--|
| Gregory Winn | Three year conditional probationary appointment pending clearance from the state education department as an elementary teacher at a salary of \$37,891.00 (Step 4B/M + 30) | Effective September 8, 2009 through September 7, 2012 |
| Barbara Wood | Appointment as a substitute teacher | |
| Colleen Krause | Appointment as the Spanish club advisor for the 2009-2010 school year | At a stipend of \$213.15 |
| Sarah Yafchak | Appointment as the SADD advisor for the 2009-2010 school year | At a stipend of \$203.00 plus experience of \$71.05 |
| Michael Foor-Pessin | Appointment as the Fall play director for the 2009-2010 school | At a stipend of \$1,569.00 plus experience of \$1,176.75 |

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|-------------------------|---|----------------------------------|
| Patricia Graham | year Appointment as an AED Instructor for the 2009-2010 school | At an hourly rate of \$34.00. |
| Eileen Knickerbocker | year Appointment as an AED Instructor for the 2009-2010 school | At an hourly rate of \$34.00 |
| Barbara Graves | year Appointment as an Activity Supervisor for the 2009-2010 school | At an hourly rate of \$40.00 |
| Roy Marshall | year Appointment as an Activity Supervisor for the 2009-2010 school | At an hourly rate of \$40.00 |
| Patricia Graham | year Appointment as an Activity Supervisor for the 2009-2010 school | At an hourly rate of \$40.00 |
| Lori Youngs | year Appointment as a Mentor for the 2009-2010 school | At a stipend of \$750.00 |
| Joseph Petrick | year Appointment as a substitute bus driver | |

Second by Dr. Evans.

Motion carried, 4 – 0.

**Non Resident
Attendance Requests**

Motion by Mrs. Hammond, upon the recommendation of the Superintendent of Schools, to approve the following non resident attendance requests:

Brian, and Sheleen ManWarren made by James and Helen ManWarren

Cody Morgan made by Fred and Judy Morgan

Austin Parker made by JoLynn Guyer

Victoria Smith made by Colleen English

Second by Mr. Brown.

Motion carried, 4 - 0.

**2009-2010
Instructional
Substitute List**
(FY'09/10 -10)

Motion by Mr. Brown, upon the recommendation of the Superintendent of Schools, to approve the 2009-2010 instructional substitute list. Second by Dr. Evans.

Motion carried, 4 - 0.

**2009-2010 Non
Instructional
Substitute List**
(FY'09/10 -#10)

Motion by Dr. Evans, upon the recommendation of the Superintendent of Schools, to approve the 2009-2010 non instructional substitute list. Second by Mr. Brown.

Motion carried, 4 - 0.

2009-2010 Tax

Motion by Dr. Evans, upon the recommendation of the

Warrant
(FY'09/10 -#11)

Superintendent of Schools, to approve the tax warrant in the amount of \$2,835,734.00 for the 2009-2010 school year. Second by Mrs. Hammond.

Motion carried, 4 - 0.

Tax Variance

Mr. Lott explained the need for a tax variance procedure.

Motion by Mrs. Hammond to declare a tax bill paid in full if the amount paid is not more than one dollar under or less than ten dollars over the amount to be paid. Second by Dr. Evans.

Motion carried, 4 - 0.

PUBLIC COMMENT

Mrs. Porter inquired about the following:

- Number of buses the cameras will be installed on and whether there they are GPS enabled. Five to seven buses will have them this year.
- Intrusion alarms. Still being investigated.
- When is the BCK walk through
- Comments on the lunch program

Mr. Waltz commented on the following:

- Cross walk by the post office and school in South Otselic.
- Posted speed limit by the schools
- On the bus run tours, safety issues at the stops and turn arounds should be observed.
- Job description for the custodians.

Executive Session

Motion by Mr. Brown to enter executive session at 10:17 PM for the purpose of personnel. Second by Dr. Evans.

Motion carried, 4 - 0.

Open Session

Motion by Mr. Brown to resume open session at 10:48 PM, second by Dr. Evans.

Motion carried, 4 - 0.

ADJOURNMENT

Motion by Dr. Evans, second by Mrs. Hammond, to adjourn the meeting at 10:48 PM.

Motion carried, 4 – 0.

Submitted by,

Gail Evans Burpee
District Clerk