

## OTSELIC VALLEY CENTRAL SCHOOL

Board of Education

September 13, 2006

Present:	Mr. G. Brown, Mr. D. Brown, Mr. D. Cruikshank, Mrs. M. Marshall, Superintendent of Schools L. Thomas, High School Principal S. Poreda, Elementary Principal N. Gallaher, Business Administrator N. Henner, District Clerk G. Burpee
Absent:	Dr. D. Evans (arr. 7:55 PM)
Also Present:	Ms. K. Clark, Mr. J. Fitzgerald, Mrs. S. Gracey, Mrs. S. Heald, Mrs. C. Heintz, Mrs. R. Neal, Mr. D. Phillips, Mrs. S. Phillips, Mr. K. Springer

**CALL TO ORDER**

President Brown called the meeting to order at 7:30 PM. All pledged allegiance to the flag.

**AGENDA**

The agenda was approved on a motion by Mr. D. Brown and seconded Mr. Cruikshank.

Motion carried, 4 - 0.

## Executive Session

Motion by Mr. G. Brown, to enter executive session at 7:30 PM for the purpose of personnel, second by Mr. D. Brown.

(D. Evans arr. 7:55 PM)

Motion carried, 4 - 0.

## Open Session

Motion by Mrs. Marshall to resume open session at 8:25 PM., second by Mr. Cruikshank.

Motion carried, 5 - 0.

**APPROVAL OF  
MINUTES OF  
PREVIOUS MEETINGS**

Dr. Evans moved the minutes of the August 16, 2006 meeting be approved, second by Mrs. Marshall.

Motion carried, 5 - 0.

**CORRESPONDENCE**

None at this time.

**PUBLIC COMMENT**

(FY'06/07 - #13)

- Mrs. Heintz addressed the Board regarding her son not being let off the bus at home without any supervision. She distributed a letter to the Board members. She asked for a response for the District's concern in this matter.

**REPORTS**

## Superintendent's

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

- Mr. Rosetti thanked the Board for allowing him to visit one of the Board meetings.
- the scoreboard is up and functioning. A thank you will be drafted to the Booster Club.
- shared a notice from the Department of Transportation regarding the high quality of the bus fleet.
- ELA scores will be available on September 14, 2006 and the math scores will be available on September 21, 2006.
- BCK Architects offer to create conceptual designs available.

Business  
Administrator's  
(FY'06/07 - #14,15)

Ms. Henner reported on the following:

- a policy for insufficient funds was developed. This meeting constitutes the first reading of the Non Sufficient Funds Policy.

- (FY'06/07 - #16,17)
- School Food Service Program policy, #5560, was reviewed.
- (FY'06/07 - #18)
- Mrs. Robin Neal presented the quarterly internal auditor's report.
  - an update on the cafeteria automation. There is a proposed November 1, 2006 implementation date.
  - an explanation of the July and August treasurer's reports
- Elementary Principal's
- Ms. Gallaher reported on the following:
- introduction of Matthew Williams as the new 3<sup>rd</sup> grade teacher
  - opening day went well
  - Stephanie Heald and Suzi Phillips gave summary and showed a video of the first year of Reading First. The students and staff are having a good start to the new school year.
- High School Principal's
- Mr. Poreda reported on the following items:
- Introduced the following new staff members at the junior-senior high school:
    - Kristina Clark – English teacher
    - Shannon Gracey – Guidance Counselor
    - Justin Fitzgerald – Social Worker
- A brief reception was held to welcome the new staff members.
- Opening day went well.
  - Senior Rachel Perry was awarded first chair saxophone at the area all state band performance
- Mr. Springer reported on the following buildings and grounds and transportation issues:
- opening day went well. There were no transportation glitches.
  - the custodial workers worked extremely hard to the buildings ready for the start of school.
- Board Member's
- Mr. Cruikshank inquired about remembrances for September 11<sup>th</sup>. Both buildings memorialized the day.
  - Mr. Cruikshank suggested putting the Board goals in the newsletter.
  - Mr. Thomas shared the most recent OnBoard publication with a photo of Mr. D. Brown shown at a workshop.
  - Mrs. Marshall inquired if fire trucks and EMS personnel will be at the Bon Fire.
  - Mrs. Marshall remarked that the hallways look better at the elementary school.

#### **FINANCIAL REPORTS**

(FY'06/07 - #19)

Motion by Dr. Evans to accept the financial reports as presented. Second by Mrs. Marshall.

Motion carried, 5 - 0.

#### **OLD BUSINESS**

Policy Manual -  
Second Reading of the  
following Policies

This meeting constitutes the second reading of the following policies of the Otselic Valley Central School Policy Manual:

- Board Member Training on Financial Oversight, Accountability and Fiduciary Responsibilities, #2130
- Use of the District Cell Phone, #5322
- Reimbursement for Meals/Refreshments, #5323
- Purchasing, #5410
- Financial Accountability, 5570
- Allegations of Fraud, #5571
- Audit Committee, #5572

- Internal Audit Function, #5573
- Inventories, #5620
- Accounting of Fixed Assets, #5621
- Conference/Travel Expense Reimbursement, #6161

**NEW BUSINESS**Personnel  
Recommendations

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

Shannon Gracey	Three year probationary appointment pending clearance from the State Education Department as a school counselor at a salary of \$35,418.00 (Step 2M) plus \$3,541.80 as an eleventh month employee	Effective September 14, 2006 through September 13, 2009
Erin Smithers	Resignation as a physical education teacher	Effective September 15, 2006
Julie Hammer	Appointment as an LTA Supervisor	At a stipend of \$37.00 per hour
Jenny Osowski	Appointment as an LTA Supervisor	At a stipend of \$37.00 per hour
Christine Williams Neal	Appointment as a mentor for the 2006-2007 school year	At a stipend of \$750.00
Sarah Yafchak	Appointment as a mentor for the 2006-2007 school year	At a stipend of \$750.00
Ronald Graham	Appointment as the girls varsity soccer coach for the 2006 season	At a stipend of \$1,771.00 plus experience
Sadie Allen	Appointment as the girls modified soccer coach for the 2006 season	At a stipend of \$1,300.00
Eileen Knickerbocker	Appointment as the time keeper for all home basketball games for the 2006-2007 season	At a stipend of \$28.00 per game
Ronald Graham	Appointment as the girls junior varsity basketball coach for the 2006-2007 season	At a stipend of \$2,766.00 plus experience
Gina Iorio	Resignation as a	Effective

school media specialist October 6, 2006

Rhonda Mason Appointment as a substitute school aide, cafeteria helper, and custodial worker

Second by Mr. Cruikshank.

Motion carried, 5 - 0.

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

Roy Marshall Appointment as a timekeeper for all home varsity soccer games At a stipend of \$23.00 per game

Madeline Marshall Appointment as a substitute bus aide, cafeteria helper, and custodial worker

Second by Mr. G. Brown.

Motion carried, 4 - 0. (Mrs. Marshall abstain)

Non Resident Attendance Requests

Motion by Dr. Evans, upon the recommendation of the Superintendent of Schools, to approve the following non resident attendance requests for the 2006-2007 school year:

Victoria Smith and Genevieve English by Colleen English Vanessa and Cody Morgan by Fred and Judy Morgan

Second by Mr. D. Brown.

Motion carried, 5 - 0.

2006-2007 Transportation Routes (FY'06/07 - #20)

Motion by Mr. G. Brown, upon the recommendation of the Superintendent of Schools, to approve the revised 2006-2007 transportation routes. Second by Mrs. Marshall.

Motion carried, 5 - 0.

Committee on Pre-School Special Education Recommendations

Motion by Mr. G. Brown, upon the recommendation of the Superintendent of Schools, to accept the recommendations of the Committee on Pre-School Special Education for the meetings of September 11, 2006.

Second by Dr. Evans.

Motion carried, 5 - 0.

Facilities Planning

The administrative team and Mr. Springer met with the architects from BCK regarding a task outline to investigate the possibility of:

- 1.) combining the campus
- 2.) other options

to improve the current facilities. Mr. Thomas will proceed to get other figures on the different options.

**PUBLIC COMMENT**

Mr. Springer inquired about not appointing a substitute time keeper for the varsity soccer games.

Executive Session

Motion by Mr. G. Brown to enter executive session at 11:03 PM for the purpose of a particular personnel matter, second by Mrs. Marshall.

Motion carried, 5 - 0.

Open Session

Motion by Dr. Evans to resume open session at 11:35 PM. Second by Mr. Cruikshank.

Motion carried, 5 - 0.

**ADJOURNMENT**

Motion by Mrs. Marshall, second by Dr. Evans, to adjourn the meeting at 11:35 PM.

Motion carried, 5 – 0.

Submitted by,

Gail Evans Burpee  
District Clerk