

EAST GREENBUSH CENTRAL SCHOOL DISTRICT

Board of Education Meeting
Wednesday, August 19, 2015
Administration Center

MINUTES

- 1. Call to Order** – Dr. Harrison – 7:05 p.m.

MEETING BEGINS

- 2. Attendance**

ATTENDANCE

	<u>Present</u>	<u>Absent</u>
Mr. Buono	x	
Ms. Curran	x	
Ms. Curtin	x	
Mr. Dunn	x	
Dr. Harrison	x	
Ms. Maciol	x	
Mr. Mann	x (arrived at 7:23 p.m.)	
Ms. Massey		x
Ms. Taylor	x	

Also Attending

Dr. Nagle	x
Ms. Bowman	x
Mr. Edson	x
Dr. Pampel	x

Student Council Representatives

Stephen Reilly	x
Devin Neal	x

Executive Session

Motion by Mr. Buono and seconded by Ms. Taylor to go into executive session to discuss the employment history of certain persons.

Vote: Ayes – 7, Nays – 0

Motion carried.

Time: 7:05 p.m.

Mr. Mann arrived at 7:23 p.m.

Return to public session at 7:26 p.m.

Recess declared at 7:26 p.m.

Meeting resumed at 7:30 p.m.

**EXECUTIVE
SESSION**

**RECESS
DECLARED**

**MEETING
RESUMED**

3. Ex Officio Student Council Comments

None at this time.

**EX OFFICIO
COMMENTS**

Special Presentation

Dr. Nagle welcomed Mr. Nelson from NYSPHSAA for presentation of the Sportsmanship Award. Mr. Nelson said the prestigious award, given three years to East Greenbush Schools, demonstrated the commitment to go above and beyond in the promotion of sportsmanship. He added that sportsmanship has been a top priority for NYSPHSAA in interscholastic sports, and Mr. Leonard has been an outstanding leader. Mr. Nelson recognized the support of the Board of Education, Dr. Nagle, and Mr. Leonard for the Unified Sports Program as a model for other schools. Mr. Leonard, Ms. Masiello, Mr. Ciccone, Ms. Kawczak, Ms. Schweigert, and Ms. DeJulio accepted the sportsmanship banner on behalf of the District.

Introduction of New Staff

The following new staff in the audience introduced themselves to the Board of Education: Ms. Tackett, Mr. Scher, Ms. Turnbull, Ms. Picker, Ms. Anatriello, Ms. Adams, Ms. Luce, Ms. Conte, Ms. Crispino, Ms. Campagna, Ms. Barker, and Mr. Neumann.

Recess declared at 7:40 p.m.

**RECESS
DECLARED**

Meeting resumed at 7:48 p.m.

**MEETING
RESUMED**

4. Public Forum

Mr. Balzer said the construction and other work have made the summer very busy, but the District will be ready for the opening of school. He thanked the maintenance staff and Mr. Craft for their fine efforts.

PUBLIC FORUM

5. Board Forum

Mr. Buono congratulated the student athletes, coaches, and administration for the NYSPHSAA Sportsmanship Award. He said that sportsmanship begins at the younger levels, and the community maintains its commitment to sportsmanship for all students. Mr. Buono also congratulated newly appointed staff.

BOARD FORUM

Mr. Mann extended congratulations to the Athletic Department, coaches, faculty, and staff on the NYSPHSAA Award. He welcomed new staff to the District and looked forward to working with them.

Ms. Maciol acknowledged the summer school teachers and staff for their efforts. She also thanked the transportation employees for providing safe travel for students. Ms. Maciol welcomed new staff to the District.

Ms. Curtin was pleased to see the new staff come to the Board meeting. She spoke of the consistent effort by athletic coaches and staff to promote sportsmanship, culminating in three years of recognition by NYSPHSAA. Ms. Curtin said she was very proud of our school athletes. She suggested the testing results be publicized on the District website.

Ms. Taylor extended her condolences to the family of Mrs. Leyhane, who recently passed away. She congratulated the new staff on their appointments. Ms. Taylor acknowledged the Athletic Department staff and coaches on receiving the NYSPHSAA Sportsmanship Award for three years and thanked Mr. Nelson for the presentation. She spoke of the value of the life-long lessons learned in athletic practices and competition that can be shared with others.

Ms. Curran welcomed all new employees to the District.

Dr. Harrison noted the proposed tax rates ranged from -1.5% to -4.2%, demonstrating the fiscal responsibility of the District and doing more with less. However, he said schools will eventually need more money as funding sources dry up. Dr. Harrison expressed concern with the number of staff absences last year at a cost of \$1.388 million. He clarified that legitimate absences are not the subject of concern. Dr. Harrison suggested staff be aware that absences do make a difference, and everyone should try to be as responsible as possible.

Dr. Nagle presented Dr. Harrison with a plaque denoting Columbia High School as one of the best high schools as named by U.S. News and World Report.

6. Minutes

MINUTES

Be it Resolved, that upon the recommendation of District Clerk, the Board of Education approves the minutes of June 24, 2015 and July 7, 2015.

Motion Ms. Curran and seconded by Ms. Taylor to approve the minutes of June 24, 2015.

Vote: Ayes – 7, Nays – 0, Abstentions – 1
(Dr. Harrison)

Motion carried

Motion Ms. Maciol and seconded by Ms. Curtin to approve the minutes of July 7, 2015.

Vote: Ayes – 8, Nays – 0

Motion carried.

7. Regular Business

**REGULAR
BUSINESS**

Approval of Programs for Resident Children with Disabilities

Be it Resolved, that upon the recommendation of the Superintendent, the Board of Education approves the programs for resident children with disabilities as presented.

Moved by: Ms. Curran

Seconded by: Mr. Dunn

Vote: Ayes – 8, Nays – 0

Motion carried.

8. Reports and Presentations – Superintendent of Schools

**REPORTS AND
PRESENTATIONS
CTAEP UPDATE
AND MEDICAID
TRAINING**

A. CTAEP Update and Medicaid Training

Ms. Squillace gave an overview of the CTAEP program which began last school year. She said that 11 students were initially enrolled, but the number grew to 19 by June 2015. A total of 15 students are anticipated for September, with a maximum capacity of 24. Ms. Squillace congratulated the 7 students who graduated in June. She spoke about the significant improvement in student attendance for students in CTAEP, gave some parent feedback, and outlined the community service portion of the program. Ms. Squillace highlighted the counseling services and rewards to students for consistent attendance.

Mr. Buono was pleased with the program's success. He expressed concern with the number of students struggling with school and questioned whether students could be identified earlier. Ms. Squillace was surprised with the current enrollments, but noted that the stress of college selection and placement, along with academic load can be factors for students.

Ms. Curran appreciated the hard work of administration and staff to operate the program. Ms. Squillace thanked the Bell Top staff for welcoming the students and being receptive to the program.

Ms. Taylor said that change is difficult and congratulated the staff on the success.

Dr. Harrison asked if any modifications were made during the year. Ms. Squillace gave the example of moving the study hall time to earlier in the day.

Mr. Buono asked if enrollment could grow beyond 24. Ms. Squillace hoped that many students would not struggle with the typical high school program. She noted that one student plans to return to Columbia full-time in the fall, and two other students will return on a part-time basis.

Ms. Squillace distributed a slide presentation of the Medicaid Compliance Program to Board of Education members. She said that federal audits of Medicaid in the past required New York State to engage in a settlement and compliance agreement to remedy the consequences of past practices and politics. Training for Board members and employees is part of the new requirements.

Ms. Squillace gave an overview of the District's Medicaid Compliance Program. She said she is the designated compliance officer. Ms. Squillace outlined the 10 services covered under Medicaid billing. She provided a confidential contact at the New York State Department of Health for disclosure of wrongful conduct. Ms. Squillace said the District recently had a full Medicaid audit and was pleased to announce there were no findings.

B. VADIR and Employee Attendance Report

Ms. Bowman provided the VADIR Summary Report for 2014-2015 and a comparison of reportable incidents for the previous 3 years. She said the number of disruptive incidents decreased dramatically at the secondary level, but increased slightly at the elementary level. Ms. Bowman said that there was a slight increase of minor altercations at the elementary level, and possession of drugs has increased at the high school level. She reported the number of incidents declined. Ms. Bowman pledged to work with the administrative team this year to ensure consistency in reporting and ways to decrease incidents in all reportable categories.

**VADIR AND
EMPLOYEE
ATTENDANCE
REPORT**

Mr. Mann said he would e-mail some additional questions to Ms. Bowman and suggested the information be reviewed by the Safety Committee.

Mr. Dunn expressed concern with the increase in drug possession. Ms. Bowman spoke of the ready availability of these products and a change in climate in our schools. She said the concern would be shared with the Safety Committee to review options and raise awareness.

Ms. Bowman submitted an employee attendance summary for 2014-2015 to the Board, reflecting a total of 10,775 days of absence. She said March was a high month for absences in light of no scheduled school breaks. Ms. Bowman positively noted that 75 employees had perfect attendance, an increase from 14 in the previous year. Dr. Nagle explained that perfect attendance by staff is recognized each year.

Mr. Buono asked if maternity leaves were included in the totals. Ms. Bowman responded yes. Mr. Buono said extended leaves could skew the overall numbers.

Mr. Dunn asked if unpaid leave time was included in the totals.
Ms. Bowman replied no and that she will run a report for the Board.

C. MAP

MAP

Mr. Grignon said that enrollments for the Middle School Alternative Program include 13 students in 7th grade and 12 students in 8th grade. He explained the possibility that some students needing assistance would arrive during the summer. The program will have the support of Mr. Eggleston, Social Worker and Ms. Dunn, Guidance Counselor. Mr. Grignon also said that the program will include community service to provide a larger picture beyond academics; they will work with Concerns U.

Mr. Buono asked about the location. Mr. Grignon said rooms 110 and 111 are designated due to the proximity to the guidance office. Mr. Buono questioned whether outside agencies will be consulted. Mr. Grignon said Ms. Rondeau will partner with Mr. Eggleston.

Dr. Harrison asked about the maximum enrollment. Mr. Grignon stated that 15 students could be in each class. Dr. Harrison questioned parent participation in the interview process. Mr. Grignon shared that three parents attended.

D. Long-Range Financial Plan

**LONG-RANGE
FINANCIAL PLAN**

Mr. Edson shared the long-range financial plan with the Board and described it as a compliance document to meet initiatives of the State Comptroller's Office (OSC). Recent audits have cited schools for failure to engage in long-range planning. Similarly, lack of a reserve plan has also been cited; the Board adopted a reserve plan on January 14, 2015.

OSC has held trainings for school business officials on long-range plans. The plan presented is the New York City method, which is a line item by line item projection with a roll up to the summary seen on pages 7 to 10 of the report. The other method is the global method, which provides percentage increases to financial statement numbers on a summary basis.

Development of the plan began in July in anticipation of an audit by OSC. The District received its notification on July 29. The last long-range financial plan was completed in 2010, so it is out of date. However, the format of the current plan is a carryover from that 2010 plan.

Mr. Edson advised that there are 7 parts to the long-range financial plan. He shared the Executive Summary contains high level observations on where revenues and expenses are headed. The Plan Overview explains what is contained in the plan and answers general

questions. Pages 7 to 10 outline financial projections for the budget year plus 3 additional years, along with 4 years of actual results. Subsequently, each line on pages 7 to 10 is reviewed in detail for assumptions, challenges, possible strategies, and previous strategies taken. The final 2 pages include reflections on the 2010 plan relating to what was anticipated and what strategies were successfully anticipated.

Mr. Edson cautioned that the plan is not a budget and that the budget process would begin with the budget calendar in October and end with the Board adoption of the budget in April. He said that the plan includes a significant amount of narrative so the community would know what we are talking about in plain language. Mr. Edson said the document is meant to inform, and offer suggestions and strategies. However, he noted that many strategies require separate Board action in order to implement.

Mr. Buono asked if the Finance and Audit Committee have looked at the plan. Mr. Edson said that the Board did not charge the committee with preparing a plan; however, he planned to share the document with them after Board consideration of approval.

Motion by Ms. Maciol and seconded by Mr. Mann to approve the following resolution:

Resolved, the Board of Education of the East Greenbush Central School District accepts the 2015 Long-Range Financial Plan as presented.

Vote: Ayes – 8, Nays – 0

Motion carried.

9. Tabled Motions

None at this time.

TABLED MOTIONS

10. Old Business

None at this time.

OLD BUSINESS

11. Consent Agenda

A. Financial Reports

1. Warrants - #1, 2, 3, 4, 80, 5, 6, 7, 8, 9, 10
2. Treasurer's Reports – June 2015
3. Activity Reports, June 2015 – Columbia High School and Howard L. Goff Middle School

**CONSENT AGENDA
FINANCIAL
REPORTS**

B. Personnel

1. Instructional/Instructional Support Personnel #650 as Recommended by Superintendent
2. Non-Instructional Support Personnel #650 as Recommended by Superintendent

PERSONNEL

C.	2015-2016 Board of Education Goals	BOE GOALS
D.	Appropriation of E-RATE Funds	E-RATE FUNDS
E.	Howard L. Goff Middle School Parsons REACH Teambuilding and Ropes Course Field Trip	GOFF REACH FIELD TRIP
F.	Acceptance of Gifts and Authorization to Increase the 2015-2016 Budget	ACCEPTANCE OF GIFTS, INCREASE BUDGET
G.	2015-2016 Instruction Contract – Wynantskill Union Free School District	INSTRUCTION CONTRACT- WYNANTSKILL SCHOOL DISTRICT
H.	2015-2016 Instruction Contract – North Greenbush Common School District	INSTRUCTION CONTRACT- N. GREENBUSH SCHOOL DISTRICT
I.	RFP for Banking Services Award and Designation of Official Depository for District Funds	RFP-BANKING SERVICES
J.	2015-2016 AS-7 Contract for BOCES Services	AS-7 FOR BOCES SERVICES
K.	Contract for Architectural Services – Asbestos and Vermiculite Abatement Project	ARCHITECTURAL SERVICES CONTRACT
L.	Contract for Construction Management Services – Asbestos and Vermiculite Abatement Project	CONSTRUCTION MANAGEMENT SERVICES CONTRACT
M.	Change Order Report – Phase I and II Construction Project	CHANGE ORDER REPORT
N.	Memorandum of Understanding Regarding K-Solar Program Participation	K-SOLAR MOU
O.	Adjustment to Employee Benefit Accrued Liability Reserve Fund	EMPLOYEE BENEFIT ACCRUED LIABILITY RESERVE

P.	Adoption of the Dual Tax Rate System for 2015-2016, Issuance of the Tax Warrant, Authorization for Correction of Tax Rolls and Settlement of Tax Certiorari Cases	DUAL TAX RATE, TAX WARRANT
Q.	Long-Range Financial Plan	LONG-RANGE FINANCIAL PLAN
R.	Surplus District Property	SURPLUS DISTRICT PROPERTY
S.	Credit and Store Cards Authorization	CREDIT CARD AUTHORIZATION
T.	Stadium Seat Cushions	STADIUM SEAT CUSHIONS
U.	Memorandum of Agreement between the East Greenbush Central School District and the East Greenbush School Related Personnel Negotiating Unit (SRP)	MOU-SRP
V.	Request for Appraisal – Tax Certiorari Litigation	REQUEST FOR APPRAISAL

Mr. Mann questioned the change order reductions listed on Item #11-M. Mr. Edson replied that the reduction was a substitution of the roofing material. Mr. Mann asked if all work was completed and paid for in Phases I and II. Mr. Edson said the work occurred last summer and is completed. The only amounts remaining unpaid are retainage.

Mr. Buono questioned how many students are from North Greenbush and Wyanntskill Schools under the tuition agreements. Dr. Nagle said that she would run a report for the Board.

Mr. Buono questioned the reserve adjustment in Item #11-O. Mr. Edson said the external auditors were consulted on additional surplus funds remaining at year-end.

Ms. Curtin requested a separate vote on Item #11-B-1.

Mr. Buono was pleased to see the District moving forward on the solar energy proposal. Dr. Harrison expressed concern about completing the project by December 2016. Dr. Nagle said that Solar City indicated that they do not have a backlog. A final proposal for legal review is needed from Solar City.

Be it Resolved, that upon the recommendation of the Superintendent, the Consent Agenda, including the addendums to Item #11-B-2, Non-Instructional Support Personnel Memorandum #650, and Item #11-V, Request for Appraisal, Tax Certiorari Litigation, and without Item #11-B-1, Instructional/Instructional Support Personnel #650 with the addendum, and Item #11-Q, Long-Range Financial Plan, be approved as presented.

Moved by: Mr. Dunn

Seconded by: Ms. Taylor

Vote: Ayes – 8, Nays – 0

Motion carried.

Vote on Item #11-B-1, Instructional/Instructional Support Personnel #650 with the addendum.

Moved by: Mr. Mann

Seconded by: Mr. Buono

Vote: Ayes – 7, Nays – 0, Abstentions – 1
(Ms. Curtin)

Motion carried.

12. New Business

NEW BUSINESS

Dr. Harrison suggested the Board consider a review of the mission statement. Mr. Edson noted that the Board policy relating to the mission statement should be revised. Dr. Harrison questioned if the mission statement was on the website.

13. Committee Reports

**COMMITTEE
REPORTS**

None at this time.

14. Public Forum

PUBLIC FORUM

Mr. Balzer thanked Ms. Squillace for the update on CTAEP program.

15. Board Forum

BOARD FORUM

Mr. Mann spoke about the June 24 meeting and follow up from Columbia administration on tardiness procedures. Ms. Bowman replied that Mr. Sawchuk is reviewing the procedures and will report back at a later time to the Board.

16. Executive Session

**EXECUTIVE
SESSION**

Motion by Ms. Curtin and seconded by Mr. Buono to go into executive session to discuss pending litigation, and the employment history of certain employees.

Moved by: Ms. Curtin

Seconded by: Mr. Buono

Vote: Ayes – 8, Nays – 0

Motion carried.

Time: 8:50 p.m.

Respectfully submitted,

Deborah L. Mead
District Clerk

16. Executive Session

The executive session began at 9:00 p.m. and ended at 9:27 p.m.

**EXECUTIVE
SESSION**

17. Adjournment

Motion by Ms. Taylor and seconded by Ms. Maciol to adjourn the meeting.

Vote: Ayes – 8, Nays – 0

Motion carried.

Time: 9:27 p.m.

ADJOURNMENT

Respectfully submitted,

Karen J. Curran
Assistant Clerk