



Board Retreat held 2-6 p.m.

Minutes of the Board of Education
Averill Park High School – *District Office Conference Room*

August 23, 2016
Presiding: Dr. Schaefer

Members Present: Chris Foster
Jennie Glasser
Steven Keller
Caren Rosch
Dori Salisbury
Peter Schaefer
Jessica Zweig

Others Present: Superintendent of Schools: Dr. James D. Hoffman
Assistant Superintendent: Sharon Lawrence
Assistant Superintendent for Business: Michael Ouimet
Community members

A meeting of the Board of Education was held at the Averill Park High School on Tuesday, August 23, 2016.

I. Welcome Dr. Schaefer

II. Superintendent’s Report
▪ Ambulance Discussion
▪ Opioid Overdose Prevention Program
▪ Averill Park Central School District Interscholastic Athletics Handbook for Student-Athletes and Parents/Guardians

III. Public comment limited to topics on this evenings’ agenda. Those wishing to address the Board are asked to complete the request form and submit it to the Board in order to be recognized by the Board of Education President. Comments were limited to three minutes per speaker.

IV. Consent agenda - moved to approve the consent agenda as listed A-E CONSENT AGENDA
Although Board action is required, it is generally unnecessary to hold discussion on these items. With the consent of all members, they are therefore grouped and approval is given in one motion. In the event a Board member wants to discuss any item, it is moved to an appropriate place on the agenda.

A. RESOLVED, to approve to accept the Board of Education minutes of July 26, 2016.

B. Financial Recommendations FINANCIAL RECOMMENDATIONS

1. RESOLVED, to approve to accept the Claims Audit Report for July 2016.
2. RESOLVED, that the Board of Education of the Averill Park Central School District hereby approves and authorizes the following change orders associated with the following projects pursuant to the recommendation of the Owner’s Representative and prior review and authorization of the Superintendent of Schools in accordance with the district’s approved change order authorization policy as approved by the Board of Education on September 23,

2003. See attached Construction Change Order Approval and Authorization Summary for the August 23, 2016 Board of Education Meeting.

3. RESOLVED, to approve budget transfers as presented for ordinary contingent expenditures necessary to maintain the educational program or necessary to preserve property or ensure the health and safety of students or staff.
4. RESOLVED, to approve to accept a donation in the amount of \$7,122.00 from the Averill Park Education Foundation and increase the General Fund budget (A2110450100000, \$2,122.00; A2630490930000, \$5,000) by these amounts for the purpose of funding the following:
 - purchase of 4 Statapult Catapults for engineering design and hands-on activities at WSL, MHSL and PES
 - Homespun Community Dance Events at the APHS
 - purchase a 3D printer for the APHS Makerspace

C. Routine Personnel Action

STAFF RECOMMENDATIONS

The Board took action on routine resignations, appointments, leaves and terminations.

1. RESOLVED, to approve to change the appointment of Jaimie Hajduk as an extended term substitute teaching assistant to a four (4) year probationary appointment as a teaching assistant commencing on September 1, 2016 and ending August 31, 2020. The appointment should be Step 1, Teaching Assistants' Schedule (Position vacant through the retirement of Barbara Abbott.)
2. RESOLVED, to approve the appointment of Lindsey Bush as a teaching assistant for ELL effective September 1, 2016 through June 30, 2017. The appointment should be Step 2, Teaching Assistants' Schedule.
3. RESOLVED, to approve the appointment of Krista Locci as an extended term substitute teaching assistant effective September 1, 2016 through June 30, 2017. The appointment should be Step 3, Teaching Assistants' Schedule (Position vacant through the unpaid leave of absence of Nicholas Pendergast.)
4. RESOLVED, to approve the appointment of Calyn Wissick as a part time School Psychologist, effective September 1, 2016 through June 30, 2017 as per the Collective Bargaining Agreement. (per evaluation fee)
5. RESOLVED, to approve the following individuals as Extended School Detention Advisors (5 hours per week) for Averill Park High School, effective September 2016 through June 2017: Deborah Dobert and Gary Holden.
6. RESOLVED, to approve the following individuals as Extended School Detention Advisors (5 hours per week) for Algonquin Middle School, effective September 2016 through June 2017: Joanne Goodermote and Kelly Owens.
7. RESOLVED, to approve the following individuals for extra pay for a teaching assignment that does not insure the minimum planning time requirement for the 2016-2017 school year as per the Collective Bargaining Agreement Article 19, Section 1. A: Michael Cavotta, Michael Conroy, Kevin Earl, Michael Lewandowski, Molly Lindley, Wes Williams, Howard Engel, and James McPartlin

8. RESOLVED, to approve the following individual as a coach for the fall 2016-2017 Sports season, effective August 15, 2016, as per the Collective Bargaining Agreement Article 21, Section 1.
Girls' Varsity Soccer Assistant Coach (half-time) Ashlee Scofield
9. RESOLVED, to approve the following individuals as substitute teachers for the 2016-2017 school year: Joan Abbatiello, Elizabeth Ayers, David Beck, Jessica Beck, Kathryn Benson, Vincent Bonafede, Jonathan Calhoun, Clark Carvel, Erica Casey, Tracey Catalfamo, Jean Chenette, Mervet Davison, Shannon DeCelle, Daniella DeRose, MaPilar Dexter, Danielle French, Ronald Gadus, Amy Gettig, Jason Goldstein, Amy Guynup, Elwood Hacker, Suzanne Jackett, Machaela Jordan, Sarah King, James Knapik, Stanislava Lazos, Judith Long, Carole Lovelett, Laura Mar, Sally McKenna, Emily Mehner, Amy Morris, Sean Mullen, Melissa Nepl, Marla Nowak, Tina Pawlowski, Lawrence Perez, Valerie Perrotta, Bruce Perry, Elizabeth Salisbury, Gail Sanderson, Michael Smyth, Andrea Sericolo, Linda Sheehan, Jeanine Wisniewski, Cathy Wood
10. RESOLVED, to approve the following individuals as substitute teachers, teaching assistants and teacher aides for the 2016-2017 school year: Beverly Beaudette, Rebecca Bourgault, Karen Juneau
11. RESOLVED, to approve the following individuals as substitute teachers and teaching assistants for the 2016-2017 school year: Jacqueline Abbott, Richard Jackson, Shelly Murray
12. RESOLVED, to approve the following individuals as substitute teaching assistants and teacher aides for the 2016-2017 school year: Christina Bourne, Cecilia Pucherelli
13. RESOLVED, to approve the following individuals as substitute teaching assistants for the 2016-2017 school year: Barbara Abbott, Nancy Gypson, Kim Rooney, Jennifer Scott
14. RESOLVED, to approve the following individuals as substitute school nurse for the 2016-2017 school year: Rebecca Everett, Nicole Heckelman, Jacqueline Tremont
15. RESOLVED, to approve the following individuals as home instructors for the 2016-2017 school year: Joan Abbatiello, Christopher Anderson, Colleen Apelanz, Sandy de Waal Malefyt, Susan Ford, Charlene Foster, Janine Gatus, Gary Holden, Christine Hotaling, Helen Krause, Kerry Lajeunesse, Maryann Natale, Marla Nowak, Joanne Richardson, Joanne Rounds, Sean Sardi, Michael Smyth, Linda Sheehan, Philomena Valente, Lisa Wendell, Jeanine Wisniewski, Catherine Wood
16. RESOLVED, to approve to rescind the appointment of Kelley Crouch as food service helper for 5 hours per day, effective September 1, 2016.
17. RESOLVED, to approve to rescind the appointment of Patricia Adee as food service helper for 5.5 hours per day, effective September 1, 2016.
18. RESOLVED, to approve to accept the resignation of Corrine Hale as teacher aide effective August 18, 2016.

19. RESOLVED, to approve an increase in hours for Mary Anne Tonkin as food service helper from 2.5 to 5.5 hours per day, effective September 1, 2016.
20. RESOLVED, to approve an increase in hours for Linda Tweedie as teacher aide from 6 to 7 hours per day, effective September 1, 2016.
21. RESOLVED, to approve to correct the appointment of Edward Gray as summer messenger for 3 hours per day, Monday, Wednesday and Thursday effective July 5 through August 19, 2016.
22. RESOLVED, to approve to correct the temporary appointment of Shirley Pasquariello as school bus driver for 4.25 hours per day, July 6 through August 16, 2016.
23. RESOLVED, to approve to correct the increase in hours for Noreen Wilson as teacher aide from 5 to 8 hours per day to be effective August 25, 2016.
24. RESOLVED, to approve an increase in hours for Alicia Fiato as teacher aide from 2.5 to 4 hours per day, effective September 1, 2016.
25. RESOLVED, to approve an increase in hours for Susan O'Brien as teacher aide from 13.25 hours per week, to 3.75 hours per day, effective September 1, 2016.
26. RESOLVED, to approve an increase in hours for Keri Stern as teacher aide from 2.5 to 6.5 hours per day, effective September 1, 2016.
27. RESOLVED, to approve the probationary appointment of Kimberly Drischler as teacher aide for 6.5 hours per day, 10 months per year, on Step 2 of the CSEA salary schedule, effective September 1, 2016.
28. RESOLVED, to approve the probationary Elizbieta Mongeon as teacher aide for 6 hours per day, 10 months per year, on Step 2 of the CSEA salary schedule, effective September 1, 2016.
29. RESOLVED, to approve the probationary appointment of Bethany Nitz as teacher aide for 6.5 hours per day, 10 months per year, on Step 2 of the CSEA salary schedule, effective September 1, 2016.
30. RESOLVED, to approve the probationary appointment of Erin Morley as teacher aide for 6 hours per day, 10 months per year, on Step 2 of the CSEA salary schedule, effective September 1, 2016.
31. RESOLVED, to approve the probationary appointment of Tina Rysio as teacher aide for 6.5 hours per day, 10 months per year, effective September 1, 2016.
32. RESOLVED, to approve the probationary appointment of Christina Bonesteel as teacher aide for 6 hours per day, 10 months per year, effective September 1, 2016.
33. RESOLVED, to approve the probationary appointment of Deborah Donnelly as teacher aide for 6.5 hours per day, 10 months per year, effective September 1, 2016.

34. RESOLVED, to approve the probationary appointment of Sara Lownsbury as teacher aide for 4.75 hours per day, 10 months per year, effective September 1, 2016.
35. RESOLVED, to approve the probationary appointment of Dena Werger as teacher aide for 2.25 hours per day, 10 months per year, effective September 1, 2016.
36. RESOLVED, to approve the following substitutes, contingent upon Section 87 Commissioner of Education regulation on fingerprint clearance:
Bradley LaClair – cleaner
Scott Gundrum – school bus driver
Darlene Duffy – school bus driver
Cecilia Pucherelli – teacher aide
Dawn Daniels – school bus attendant
Linda Duncan – teacher aide
37. RESOLVED, to approve an increase in hours for Lori Flint as teacher aide from 4.5 to 4.75 hours per day, effective September 1, 2016.
38. RESOLVED, to approve the probationary appointment of Jennifer Marsceill as teacher aide for 2.25 hours per day, 10 months per year, effective September 1, 2016.
39. RESOLVED, to approve the probationary appointment of Brenda Cole as teacher aide for 4.5 hours per day, 10 months per year, effective September 1, 2016.

- D. Special Education Recommendations SPECIAL EDUCATION RECOMMENDATIONS
RESOLVED, to approve to accept the recommendations made by the Committee on Special Education at their meeting on August 9, 2016 and the recommendations made by the Committee on Preschool Special Education at their meetings on July 13, 2016 and August 5, 2016. Approved Amendments – No Meeting ID#305374, ID#208305, ID#208268, ID#208353 and ID#301645 as per new State Education Guidelines. Approved to accept the withdrawals of CSD Referral ID# 207453 and ID#202578 per Part200 regulations.

LEAD EVALUATORS APPROVED

- E. WHEREAS, the Board of Education has been provided evidence that the following administrators have completed training which meets the requirements of 8 NYCRR Part 30-3.10 and the Averill Park Central School District Annual Professional Performance Review Plan for certification as a Lead Evaluator of teachers, therefore;

RESOLVED, that, upon recommendation of the superintendent of schools, Sharon Lawrence, Brian Bishop, John Bishop, Mark Bubniak, Cheryl Clark, Kathryn Dorgan, Joshua Gela, Barbara Goldstein, Laura Kyer, Christina Mein, Robert Messia, Denis Sibson, Michelle Tsao and Leslie Vollor be certified as a Lead Evaluator of teachers.

WHEREAS, the Board of Education has been provided evidence that the following administrators have completed training which meets the requirements of 8 NYCRR 30-3.10 and the Averill Park Central School District Annual Professional Performance Review Plan for certification as a Lead Evaluator of principals, therefore;

RESOLVED, that, upon recommendation of the Board of Education, Dr. James D. Hoffman and Sharon Lawrence be certified as a Lead Evaluators of principals.

On a motion by Ms. Zweig, seconded by Mr. Foster, to approve consent agenda items A-E.

YES: 7

NO: 0

MOTION CARRIED

V. Approve to accept the Averill Park Central School District Code of Conduct 2016-2017.

APCSD CODE OF CONDUCT 2016-2017 APPROVED

On a motion by Mrs. Glasser, seconded to Mrs. Salisbury, to approve to accept the Averill Park Central School District Code of Conduct 2016-2017.

YES: 7

NO: 0

MOTION CARRIED

VI. Approve to accept the Averill Park Central School District Mentor Plan.

APCSD DISTRICT MENTOR PLAN APPROVED

On a motion by Mr. Keller, seconded by Mrs. Salisbury, to approve to accept the Averill Park Central School District Mentor Plan.

YES: 7

NO: 0

MOTION CARRIED

VII. Approve to accept the Averill Park Central School District Academic Intervention Service Plan.

APCSD ACADEMIC INTERVENTION SERVICE PLAN APPROVED

On a motion by Mrs. Glasser, seconded by Ms. Zweig, to approve to accept the Averill Park Central School District Academic Intervention Service Plan.

YES: 7

NO: 0

MOTION CARRIED

VIII. WHEREAS, Education Law Section 409-k indicates the necessity for the Board of Education to declare a health emergency prior to any application of pesticides on playing fields and turf, and:

WHEREAS, the presence of grubs and other insects have been identified on the athletic fields at the Averill Park High School;

BE IT RESOLVED, that the Board of Education of the Averill Park Central School District hereby approves the emergency application of pesticides to remedy these situations that present a health hazard to students and staff in these locations. The Board hereby directs the District's School Pesticide Representative to provide proper notification prior to any application.

EMERGENCY APPLICATION OF PESTICIDES APPROVED

On a motion by Mrs. Glasser, seconded by Mr. Foster, resolved that the Board of Education of the Averill Park Central School District hereby approves the emergency application of pesticides to remedy these situations that present a health hazard to students and staff in these locations. The Board hereby directs the District's School Pesticide Representative to provide proper notification prior to any application.

YES: 7

NO: 0

MOTION CARRIED

IX. BE IT RESOLVED, that the Board hereby adopts the provisions of Public Officers Law Section 18 for the defense and indemnification of School District officers and employees. The adoption of this provision is intended to supplement the protection available by virtue of existing statutory provisions or other sources. The Assistant Superintendent for Business shall take steps necessary to obtain insurance protection against the potential liability to the District.

PUBLIC OFFICERS LAW SECTION 18 APPROVED

On a motion by Mr. Foster, seconded by Ms. Zweig, resolved that the Board hereby adopts the provisions of Public Officers Law Section 18 for the defense and indemnification of School District officers and employees. The adoption of this provision is intended to supplement the protection available by virtue of existing statutory provisions or other sources. The Assistant Superintendent for Business shall take steps necessary to obtain insurance protection against the potential liability to the District.

YES: 7

NO: 0

MOTION CARRIED

X. WHEREAS, Sections 554 and 556 of the Real Property Tax Law ("RPTL") allow the Board of Education to delegate to an authorized District official the power to exercise the power of such Board to perform the subject duties relating to the correction of errors on tax rolls and the refund or credits of taxes where such tax was attributable to a clerical error or unlawful entry, where such corrections or refunds amount to no more than \$10,000; and

WHEREAS, the adoption of this resolution delegating such power to the Assistant Superintendent for Business will result in increased efficiency and more prompt administration of such duties.

BE IT RESOLVED, that pursuant to Sections 554 and 556 of the RPTL, the Board of Education of the Averill Park Central School District hereby authorizes the Assistant Superintendent for Business to perform the subject duties related to corrections of errors on tax rolls and refunds of taxes relating thereto in all cases where the recommended refund and/or correction is \$10,000 or less; and

BE IT FURTHER RESOLVED, that this resolution is effective only for the calendar year in which it is adopted; and

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately, as provided in said law.

REAL PROPERTY TAX LAW SECTIONS 554 AND 556 APPROVED

On a motion by Ms. Zweig, seconded by Mrs. Salisbury, resolved that pursuant to Sections 554 and 556 of the RPTL, the Board of Education of the Averill Park Central School District hereby authorizes the Assistant Superintendent for Business to perform the subject duties related to corrections of errors on tax rolls and refunds of taxes relating thereto in all cases where the recommended refund and/or correction is \$10,000 or less; and further resolved, that this resolution is effective only for the calendar year in which it is adopted; and that this resolution shall take effect immediately, as provided in said law.

YES: 7

NO: 0

MOTION CARRIED

XI. WHEREAS the Board of Education has been authorized by the voters at the Annual District Meeting to raise for the current budget of the 2016-2017 school year a sum not to exceed \$56,173,142. (As per the attached.)

TAX WARRANT APPROVED

On a motion by Mrs. Salisbury, seconded by Mr. Foster, resolved that the Board of Education has been authorized by the voters at the Annual District Meeting to raise for the current budget of the 2016-2017 school year a sum not to exceed \$56,173,142. (As per the attached.)

YES: 7

NO: 0

MOTION CARRIED

XII. Board Member Reports

XIII. Visitor Comments

Visitors were invited to make brief comments or direct questions to the Board. Those wishing to address the Board are asked to complete the top portion of the request form and submit it to the Clerk in order to be recognized by the Board of Education President. Comments were limited to three minutes per speaker.

Visitors wishing to ask questions are asked to complete the bottom portion of the request form and submit it to the Clerk. The Superintendent of Schools or his/her designee will research the question and contact the individual who submitted the request. When possible, questions will be answered immediately.

Anyone wishing to ask questions is always encouraged to send their question to the Board of Education or Superintendent via our school website.

EXECUTIVE SESSION

On a motion by Mrs. Salisbury, seconded by Ms. Zweig, to move to go into Executive Session at 7:16 p.m., in accordance with the Open Meeting Law, Chapter 5111, Article 7 and Subdivision E & F of the Laws of 1977 and Formal Opinion of counsel No. 239, Paragraph B to discuss the following checked items:

YES: 7

NO: 0

MOTION CARRIED

XIV. Executive Session

Recommended an executive session to discuss:

- proposed, pending or current litigation;
- collective negotiations under the Taylor Law;
- the medical, financial, credit or employment history of a particular person or corporation;
- matters leading to the appointment, employment discipline, suspension, dismissal or removal of a particular person or corporation;
- the proposed acquisition, sale or lease of real property;
- other [specify] _____

Mrs. Salisbury left at 8:45 p.m.

On a motion by Ms. Zweig, seconded by Mr. Keller, to return to regular session at 8:51 p.m.

YES: 6

NO: 0

MOTION CARRIED

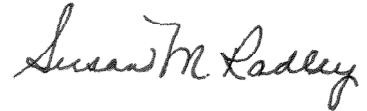
MEETING ADJOURNED

On a motion by Mr. Foster, seconded by Mrs. Glasser, to adjourn meeting at 8:52 p.m.

YES: 6

NO: 0

MOTION CARRIED



Susan M. Radley, District Clerk

Board Approved: 09/12/16