

June 28, 2011

The Board of Education meeting was called to order at 6:36 and was held in the High School Library. The Board members in attendance were President, John Wapner; Vice President, Elizabeth Macfarlane; Gail Day; David O'Connor and James Toteno. Board members Michael Clark; Francis Iaconetti; Melony Spock and James Cartin were absent.

Others in attendance were Superintendent, Cheryl Nuciforo; Business Administrator, Chuck Snyder; John Thorsen, HS Principal; Kristen Reno, Elementary Principal; Emilia Teasdale, Columbia Paper; Lisa Connell, Chatham Courier and a few staff and community members.

#### PLEDGE OF ALLEGIANCE

#### EXECUTIVE SESSION

Motion by James Toteno, seconded by David O'Connor to enter executive session. Time: 6:37

**Motion Carried 5-0**

Motion by James Toteno, seconded by David O'Connor to return to Open Session. Time: 6:54

**Motion Carried 5-0**

Motion by James Toteno, seconded by David O'Connor to approve the agenda as amended. Superintendent, Cheryl Nuciforo, removed item K.1 on the consensus agenda.

**Motion Carried 5-0**

#### NO PUBLIC COMMENT

#### SUPERINTENDENT'S REPORTS

The Superintendent recognized Elizabeth Macfarlane who will be leaving her seat on the Board as of June 30, 2011. Mrs. Nuciforo commented on how much of an important role Elizabeth has played in her transition to the Chatham School District. John Wapner, President of the Board, presented Vice President, Elizabeth Macfarlane, with a certificate of recognition and appreciation for her dedicated years of service on the Board of Education. Elizabeth thanked the Board.

Superintendent, Cheryl Nuciforo, updated the Board on the progress of the Capital Project. The construction manager complimented the Supervisor of Buildings and Grounds, Steve Nieto, and the school's buildings and grounds crew for their great efforts in helping them make things run smoothly. Mrs. Nuciforo stated she has safety concerns regarding the public being aware of the football fields and playground are under construction and should not be used. Building Condition Survey-the Superintendent handed out

#### CALL TO ORDER

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#### EXECUTIVE SESSION

#### NO PUBLIC COMMENT

#### SUPERINTENDENT'S REPORTS

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to the Board the Building Conditions Survey that is to be submitted to NYSED every five years. The Superintendent suggested that the Board have the Facilities Committee review and proceed with recommendations. The Board was in favor of the suggestion.

#### BOARD COMMITTEE REPORTS

**Policy Committee-** The Annual Budget Policy #6100 and Budget Hearing Policy #6120 were presented to the Board by the Superintendent. The wording was changed to reflect the way the district distributes the budget information and new locations for availability. Board Member Gail Day reported on the first readings of four Public Library policies: Circulation Policy; Patron Confidentiality; Training Policy and Petty Cash Policy. These policies will be put in a separate section of the District's policy manual and a new numbering system will be put in place.

**Audit Committee-**Board member David O'Conner reported at the last meeting the audit committee met with Marvin and Company, P.C. to discuss consulting services as part of an internal audit risk assessment for the 2010-2011 year. The Letter of Engagement is a resolution on the agenda for the Boards approval.

#### BOARD DISCUSSION ITEMS

**Columbia County Fair Booth Participation-**A Board goal was to have a booth at the Columbia County Fair to help publicize and promote the work done in the Chatham School District. The District's Communications Specialist met with students from the student government to gather suggestions for the booth. The Board was in favor of this and excited to be a part of this event. The Superintendent will seek Board members to volunteer for preparing the booth.

**Kindergarten Proposal-**The Superintendent met with the Elementary Principal and Kindergarten teachers regarding challenges faced this year in Kindergarten with students' individual needs. The Kindergarten proposal would be for one year. It would add an additional section to Kindergarten to intervene at an early stage. Board member, David O'Connor, asked if there is a parent component to this proposal. Kristen Reno, Elementary Principal, addressed the question stating she would meet with parents of certain targeted students once a month to help reinforce the needed skills.

#### INSTRUCTION

Motion by Gail Day, seconded by James Toteno that the Board of Education approve **R. 159 BE IT RESOLVED** that the Board of Education accept the April 4, 5, 11, 12, 13, 14, 25, 27, May, 23, 26, June 2, 3, 6, 9, 10, 15 and 20,

#### BOARD COMMITTEE REPORTS

#### BOARD DISCUSSION ITEMS

APPROVED-COMMITTEE ON  
SPECIAL EDUCATION AND PRE  
SCHOOL SPECIAL EDUCATION  
RECOMMENDATIONS

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2011 recommendations of the Committee on Special Education, and the June 14, 2011 recommendations of the Committee on Pre-school Special Education.

**Motion Carried 5-0**

Motion by David O'Connor, seconded by James Toteno that the Board of Education approve **R. 160 BE IT RESOLVED** that the Board of Education adopt the PE Program Review, as presented at the June 14, 2011 Board meeting.

**Motion Carried 5-0**

Motion by James Toteno, seconded by Gail Day that the Board of Education approve **R. 161 BE IT RESOLVED** that the Board of Education approve the Employment Agreement with Annemarie Barkman to provide Interim Principal services at the Chatham Middle School for the 2011-2012 school year at the rate of \$550.00 per day, and authorize the Superintendent to sign the Agreement.

**Motion Carried 5-0**

#### FINANCE

Motion by David O'Connor, seconded Gail Day that the Board of Education approve **R. 162 BE IT RESOLVED** that the Board of Education approve the Letter of Engagement with Marvin and Company, P.C., for consulting services as part of an internal audit risk assessment for the 2010-2011 fiscal year, and authorize the Superintendent to sign the Letter of Engagement.

**Motion Carried 5-0**

#### CONSENSUS AGENDA

Motion by James Toteno, seconded by Gail Day that the Board of Education approve **R. 163 BE IT RESOLVED** that the Board accept the Consensus Agenda of the June 28, 2011 Board meeting as amended.

**Motion Carried 5-0**

#### PERSONNEL

That the Board of Education amend the part-time work hours of Suzanne Wightman, Teacher's Aide at the Public Library, from part-time (8 hours per week) to part-time (approximately 10 hours per week), effective July 1, 2011, with no change in pay rate.

#### RESIGNATION

That the Board of Education accept the resignation for the purpose of retirement from Linda Renken, mathematics teacher, effective January 27, 2012.

#### APPOINTMENTS

That the Board of Education appoint Kalyn Fleck, who holds professional certification in the area of students with

ADOPTED-PHYSICAL EDUCATION  
PROGRAM REVIEW

APPROVED EMPLOYMENT  
AGREEMENT- ANNEMARIE  
BARKMAN INTERIM MIDDLE  
SCHOOL PRINCIPAL

APPROVED LETTER OF  
ENGAGEMENT-MARVIN AND  
COMPANY, P.C. INTERNAL AUDIT  
RISK ASSESSMENT

APPROVED-CONSENSUS AGENDA

AMENDED HOURS-SUZANNE  
WIGHTMAN

ACCEPTED RESIGNATION FOR  
RETIREMENT-LINDA RENKEN

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disabilities, grades 1-6, to a 1.0 FTE probationary position in the education of children with handicapping conditions tenure area, effective July 1, 2011 through November 7, 2012, on Masters step 5, at an annual salary of \$45,622 (2009-10 pay rate).

That the Board of Education appoint the following summer transportation employees for summer 2011, at their regular hourly rate of pay:

Drivers:

Barbara Eigenbrodt Teresa Hughes Frank Bogarski

Betsy Kneller Donna Edwards Diane Morse

Jeffrey Braley Wanda Gawron

Attendants: Donna Beaudry, Teena Bogarski, Kelly Strobel

Bus Driver/Cleaners:

John Burlingame (Supervising Cleaner), Kim Layton, Melissa Radley, Sharon Mesick

That the Board of Education appoint Christine Fahey as Chatham Fair Coordinator for summer 2011, at the contractual stipend of \$803.00 (2009-10 rate).

That the Board of Education appoint the following 1.0 FTE summer school staff members for 2011 at 2009-2010 contractual pay rates:

Irmentrud Amos , grades 5/6 math teacher \$30/hour

Joshua Noble, grades 7/8 math teacher \$30/hour

Terry Bordell, grades 5/6 ELA teacher \$30/hour

Meghan Connelly, grades 7/8 ELA teacher \$30/hour

Kevin Botsford, special education teacher \$30/hour

Anita Crosby, special education TA

\$15.04/hour (level III, step 5)

Kristine Mackowski, special education TA \$20.16/hour (level IV, step 9)

Cheryle Donnelly, speech therapist \$50/session

Patricia Lanphear, 7/8 TA \$18.84/hour (level III, step 10)

Marie Baeckmann, 5/6 TA \$20.16/hour (level IV, step 9)

That the Board of Education appoint the following Grade Level Team Leaders for the 2011-2012 school year, at an annual rate of 3.25% of BA, Step 1 on the CCSTA salary schedule:

Jennifer Maddalla Kindergarten

Sharon Deck Grade 1

Sandra Lynn Grade 2

Sandra Myers Grade 3

Michael Stead Grade 4

Abigail Brownell K-4 Encore Subject Areas

Joshua Noble Grade 5

Irmentrud Amos Grade 6

Mark Connelly Grade 7

Mary West Grade 8

Kathleen Nichol 5-8 Encore Subject Areas

APPOINTED-KALYN FLECK SPECIAL  
EDUCATION TEACHER

APPOINTED-SUMMER  
TRANSPORTATION EMPLOYEES

APPOINTED-CHRISTINE FAHEY  
CHATHAM FAIR COORDINATOR  
SUMMER 2011

APPOINTED-SUMMER SCHOOL  
STAFF MEMBERS

APPOINTED-GRADE LEVEL TEAM  
LEADERS 2011-2012

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BUSINESS/FINANCE

That the Board of Education award the bid for automotive parts to J. Becker & Sons for a total cost of \$2,870.99.

AWARDED BID-J. BECKER & SONS

That the Board of Education award the bid for International Motor Truck/Bus Parts to Ben Funk, Inc., at the price listed in the most current International US parts price list.

AWARDED BID-BEN FUNK, INC.

That the Board of Education award the custodial products bid for 2011-2012 to the following companies:

AWARDED BID-CUSTODIAL PRODUCTS FOR 2011-2012

Dagwell/EA Morse Company, \$38,122.37

Pioneer Manufacturing, \$960.00

Central Poly, \$1,404.00

Hill and Markes, \$1,538.24

That the Board of Education approve the budget transfers dated May 31, June 23, 24 & 28, 2011.

APPROVED-BUDGET TRANSFERS

That the Board of Education accept the budget comprehensive status and revenue status reports for the General Fund, School Lunch Fund, Federal Fund, Capital Fund, and Treasurer's Report for the month of May, 2011.

ACCEPTED-COMPREHENSIVE STATUS AND REVENUE STATUS REPORTS

ITEM FOR FUTURE AGENDA

Reorganizational meeting


RFP Fiscal Advisory Recommendation

ITEMS FOR FUTURE AGENDA

EXECUTIVE SESSION

Motion by James Toteno, seconded by Gail Day to appoint Cheryl Nuciforo as District Clerk Pro-temp for the remainder of the meeting.

APPOINTED-CHERYL NUCIFORO DISTRICT CLERK PRO TEMP

  
Deborah Pottenburgh  
District Clerk

**Motion Carried 5-0**

Motion by James Toteno, seconded by Gail Day to enter executive session. Time: 7:23

EXECUTIVE SESSION

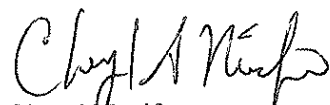
Motion by Elizabeth Macfarlane, seconded by James Toteno to return to Open Session. Time:8:19

OPEN SESSION

**Motion Carried 5-0**

Motion by Elizabeth Macfarlane, seconded by David O'Connor to adjourn meeting. Time: 8:20

ADJOURNMENT

  
Cheryl Nuciforo  
District Clerk Pro temp

**Motion Carried 5-0**