

**WINDSOR CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
TUESDAY, January 8, 2008**

DATE: January 8, 2008
TIME: 6:00 p.m.
PLACE: C. R. Weeks Elementary School
KIND OF MEETING: Regular

MEMBERS PRESENT: Barbara Blincoe, Stephen Feehan, Gary Hmurcik, Gina Kress,
Barbara Mirch, and Peter Nowacki

MEMBERS ABSENT: Jeffrey Renner

I. CALL TO ORDER

CALL TO ORDER

President Nowacki called the meeting to order at 6:02 p.m.

II. EXECUTIVE SESSION

EXECUTIVE SESSION

- A. Motion to Enter Executive Session to Discuss Personnel,
Litigation, and Special Education Reports

Motion by Barbara Blincoe, seconded by Gina Kress,
for the Board to enter Executive Session to discuss
Personnel, Litigation, and Special Education Reports
and invite Jason Andrews and Bradley Bruce

Yes	6
No	0
Abstentions	0
Motion Carried	6-0-0

- B. Motion to Leave Executive Session and Return to Regular
Session

Motion by Barbara Blincoe, seconded by Gina Kress, to return
to Open Session.

Yes	6
No	0
Abstentions	0
Motion Carried	6-0-0

The Board returned to Open Session at 7:25 p.m.

III. SALUTE TO FLAG

SALUTE TO FLAG

IV. PUBLIC COMMENTS

PUBLIC COMMENTS

Public wishing to speak to the Board of Education will be allowed this period of time to do so under the following guidelines; (a) Speakers will be limited to a maximum of three (3) minutes, and the entire public comments to a maximum of thirty (30) minutes (which may be waived by a majority vote of the Board); (b) Speakers are requested to stand, state their name, address and topic of discussion; © Speakers will not be allowed to personally attack any person or persons, nor comment on executive session subjects.

None

V. REPORTS

REPORT

- A. Mid-Year Update of Strategic Plan
 - Mr. Andrews reviewed the Mid-Year Update of the Strategic Plan

VI. “GOOD NEWS” – Superintendent

GOOD NEWS

- A. National Writing Project – Carol Mikoda
 - Ms. Mikoda has been approved to participate on the National Writing Project to be held at SUNY-Cortland. This program provides Professional development and leadership opportunities to more than 100,000 K-16 educators each year.
- B. NYSPHSAA Scholar/Athlete Team Awards
 - The following varsity teams qualified for the NYSPHSAA Scholar/Athlete Team Award: Girls Cross Country – 92.89; Girls Field Hockey – 91.81; Girls Soccer – 94.78; Girls Swim Team – 92.59; Girls Tennis Team – 94.31; Girls Volleyball – 93.26; Boys Football – 91.41; Boys Golf Team – 93.85; Boys Soccer – 91.91
- C. Busfield Foundation Donation - \$3,500
 - The money received from The Busfield Foundation will be used to continue the Initiative for professional development on why boys lag behind. Our thanks to Mr. Feehan who is a trustee for The Busfield Foundation.
- D. Corey Mott Recognized as BCTFCU Outstanding Student of the Month
 - Corey is a 5th grade student at Floyd L. Bell
 - This program recognizes excellence in our Educational system.

VII. CONSENT AGENDA

CONSENT AGENDA

- A. Approval of Minutes – December 11, 2007 – Regular Meeting
- B. Approval of Minutes – December 11, 2007 – Executive Session
- C. Treasurer’s Report – November 30, 2007

Motion by Barbara Blincoe, seconded by Gary Hmurcik, that the following resolution be approved:

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that the Consent Agenda be approved.

Yes	6
No	0
Abstentions	0
Motion Carried	6-0-0

VIII. SUPERINTENDENT’S REPORT

SUPERINTENDENT’S REPORT

- A. Career and Technical Programs Review
 - This is an external review of twelve BOCES career and technical programs to see if they are meeting NYSED program reapproval mandates. Three teams, consisting of teacher, councils, and administrators, will participate in this volunteer program.
- B. Technology Upgrade Update
 - SMART Board installation was scheduled to be completed by the end of the year. However, the timeline was moved up and all classrooms will be installed by 2/28/08.
 - BOCES is using Windsor Schools as a prototype of how technology should be installed and integrated. Various schools will be visiting our District to observe our wireless labs, parent access centers, etc.
- C. School Safety and Security Audit Update
 - SERAPH will conduct audit of all safety and security procedures and policies. This company will complete on-site visits to each building. They will provide a very detailed report and recommendations for improvement.

IX. OLD BUSINESS - None

OLD BUSINESS

X. NEW BUSINESS

NEW BUSINESS

A. Personnel Actions

Personnel Actions

- (1) Resignation of Joseph Button as Cleaner

Resignation of Joseph Button – Cleaner

Motion by Barbara Blincoe, seconded by Gary Hmurcik, that the following resolution be approved:

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that Joseph Button’s Resignation as a Cleaner be accepted, effective November 30, 2007.

Yes	6
No	0
Abstentions	0
Motion Carried	6-0-0

- (2) Resignation of Kathleen Hayes as Bus Driver

Resignation of Kathleen Hayes as Bus Driver

Motion by Barbara Blincoe, seconded by Gary Hmurcik, that the following resolution be approved:

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that Kathleen Hayes’ resignation as a Bus Driver be accepted, effective December 11, 2007.

Yes 6
No 0
Abstentions 0
Motion Carried 6-0-0

- (3) Approve Unpaid Parental Leave of Absence
Parental

Jennifer Spalik

Approve Unpaid

**Leave of Absence – Jennifer
Spalik**

Motion by Barbara Blincoe, seconded by Gary Hmurcik,
that the following resolution be approved:

BE IT RESOLVED, upon the recommendation of the
Superintendent of Schools, that Jennifer Spalik be
granted an unpaid parental leave of absence, effective
following her period of disability and use of available
sick leave, approximately April 21, 2008 through
June 13, 2008, be approved.

Yes 6
No 0
Abstentions 0
Motion Carried 6-0-0

- (4) Request for Unpaid Leave of Absence – Rosemary
Brechko

**Request for Unpaid
Leave of Absence
Rosemary Brechko**

Motion by Barbara Blincoe, seconded by Gary Hmurcik,
that the following resolution be approved:

BE IT RESOLVED, upon the recommendation of the
Superintendent of Schools, that Rosemary Brechko's
request for an unpaid leave on February 15 and on
February 25, 2008, be approved.

Yes 6
No 0
Abstentions 0
Motion Carried 6-0-0

- (5) Request for Unpaid Leave of Absence – Daniel
DiGennaro

**Request for Unpaid
Leave of Absence
Daniel DiGennaro**

Motion by Barbara Blincoe, seconded by Gary Hmurcik,
that the following resolution be approved:

BE IT RESOLVED, upon the recommendation of the
Superintendent of Schools, that Daniel DiGennaro's
request for unpaid leave on February 25 – 26, 2008,
be approved.

Yes 6
No 0
Abstentions 0
Motion Carried 6-0-0

- (6) Appointment of Robin DeSantis as Spring Musical Director **Appt. of Robin DeSantis
Spring Musical Director**

Motion by Barbara Blincoe, seconded by Gary Hmurcik, that the following resolution be approved:

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that Robin DeSantis be appointed as Spring Musical Director for the 2007-2008 school year.

Yes	6
No	0
Abstentions	0
Motion Carried	6-0-0

- (7) Appointment of Lynn Szigeti as Spring Musical Assistant **Appt. of Lynn Szigeti
Spring Musical Assistant**

Motion by Barbara Blincoe, seconded by Gary Hmurcik, that the following resolution be approved:

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that Lynn Szigeti be appointed as Spring Musical Assistant for the 2007-2008 school year.

Yes	6
No	0
Abstentions	0
Motion Carried	6-0-0

- (8) Appointment of Christina Salasny as Co-Spring Musical Assistant **Appt. of Christina Salasny
Co-Spring Musical Assistant**

Motion by Barbara Blincoe, seconded by Gary Hmurcik, that the following resolution be approved:

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that Christina Salasny be appointed as Co-Spring Musical Assistant for the 2007-2008 school year.

Yes	6
No	0
Abstentions	0
Motion Carried	6-0-0

- (9) Appointment of Linda Yonchuk as Co-Spring Musical Assistant **Appt. of Linda Yonchuk
Co-Spring Musical Assistant**

Motion by Barbara Blincoe, seconded by Gary Hmurcik, that the following resolution be approved:

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that Linda Yonchuk be appointed as Co-Spring Musical Assistant for the 2007-2008 school year.

Yes	6
No	0
Abstentions	0
Motion Carried	6-0-0

- (10) Appointment of Vicki Gilbert as Middle School Drama Club Advisor

Appt. of Vicki Gilbert as Middle School Drama Club Advisor

Motion by Barbara Blincoe, seconded by Gary Hmurcik, that the following resolution be approved:

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that Vicki Gilbert be appointed as Middle School Drama Club Advisor for the 2007-2008 school year.

Yes	6
No	0
Abstentions	0
Motion Carried	6-0-0

- (11) Probationary Appointment of John Gottlieb as Bus Driver

Probationary Appt. of John Gottlieb as Bus Driver

The Superintendent, having reviewed the report of the school physician regarding the fitness of John Gottlieb to operate a school bus, and further having reviewed three statements from three different persons not related by either blood or marriage to the applicant pertaining to the applicant's moral character and reliability, and the Superintendent having certified to the Board of Education that the bus driver is of good moral character and reliable, and on the recommendation of the Superintendent, and on motion of Barbara Blincoe, seconded by Gary Hmurcik, it is hereby

RESOLVED, that John Gottlieb is appointed to the civil service classification Non-Competitive Bus Driver for a probationary term commencing on January 9, 2008 and ending on June 9, 2008.

Yes	6
No	0
Abstentions	0
Motion Carried	6-0-0

- (12) Appointment of After-School Math Review Positions

Appt. of After-School Math Review Positions

Motion by Barbara Blincoe, seconded by Gary Hmurcik, that the following resolution be approved:

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that the following be appointed to the After-School Math Review Program positions for the 2007-2008 school year:

<u>BELL</u>	<u>PALMER</u>	<u>WEEKS</u>
Pat Beebe	Jessica Allington	Jennifer Bennett
Michele Blythe	Rhonda Ashley	Rosemary Brechko
Gina Doolittle	Bob Batdorf	Melissa Gretz
Janice Sutphin	Maria DeCastro	Tonya Kohlbach
	Debra Hoyt	Jennifer Payne
	Denise Lang	Mike Trapani
	Deb Norman	Jennifer White

Yes	6
No	0
Abstentions	0
Motion Carried	6-0-0

- (13) Appointment of After-School Enrichment Program Positions

Appt. of After-School Enrichment Program Positions

Motion by Barbara Blincoe, seconded by Gary Hmurcik, that the following resolution be approved:

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that the following be Appointment to the After-School Enrichment Program Positions for the 2007-2008 school year:

<u>BELL</u>	<u>PALMER</u>	<u>WEEKS</u>
Pat Beebe	Rhonda Ashley	Jennifer Bennett
Janice Sutphin	Maria DeCastro	Rosemary Brechko
	Debra Hoyt	Pat Eberz
	Denise Lang	Melissa Gretz
	Deb Norman	Alicia Kraack
		Will Marcotte
		Jennifer Payne
		Mike Trapani
		Jennifer White

Yes	6
No	0
Abstentions	0
Motion Carried	6-0-0

- (14) Appoint Edward Klesse as Records Management Officer

Appt. Edward Klesse Records Mgt. Officer

Motion by Barbara Blincoe, seconded by Gary Hmurcik, that the following resolution be approved:

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that Edward Klesse be appointed as the District's Record Management Officer.

Yes	6
No	0
Abstentions	0
Motion Carried	6-0-0

(15) Names to be Added to Substitute Teachers' List **Substitute Teachers' List**

Motion by Barbara Blincoe, seconded by Gary Hmurcik, that the following resolution be approved:

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that the following names be added to the Substitute Teachers' List:

- Kimberly Symons – Certified
- Tracy Brannick-Casey – Non-degreed
- Theresa Ondrako – Non-degreed

These approvals are made pending clearance for employment by the State Education Department.

Yes	6
No	0
Abstentions	0
Motion Carried	6-0-0

(16) Approve Name to be Added to Substitute Employees' List **Substitute Employees' List**

Motion by Barbara Blincoe, seconded by Gary Hmurcik, that the following resolution be approved:

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that the following name be added o the Substitute Employees' List:

- Donald Barringer – Cleaner*
- Zachary Manix –Substitute Student Cleaner

*Emergency conditional appointment

Yes	6
No	0
Abstentions	0
Motion Carried	6-0-0

(17) Name to be Added to Substitute Nurses' List **Substitute Nurses' List**

Motion by Barbara Blincoe, seconded by Gary Hmurcik, that the following resolution be approved:

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that the following name be added o the Substitute Nurses' List:

- Lori Pike – RN

Yes	6
No	0
Abstentions	0

B. Accept Results of December 19, 2007 Special Vote

**Accept Results of
Dec. 19, 2007
Special Vote**

Motion by Barbara Blincoe, seconded by Gary Hmurcik,
that the following resolution be approved:

BE IT RESOLVED, upon the recommendation of the
Superintendent of Schools, that the results of the
Special Vote held on December 19, 2007, be accepted.

Yes 6
No 0
Abstentions 0
Motion Carried 6-0-0

C. Accept Donation from Dover Technologies

**Accept Donation from
Dover Technologies**

Motion by Barbara Blincoe, seconded by Gary Hmurcik,
that the following resolution be approved:

BE IT RESOLVED, upon the recommendation of the
Superintendent of Schools, that the following items as
donated by Dover Technologies, be accepted with thanks:

- Cannon Copier
- HP MX Printer
- Lexmark Color Printer
- 3 Fireproof Files
- 7 Lateral Files
- Miscellaneous Office Supplies

Yes 6
No 0
Abstentions 0
Motion Carried 6-0-0

D. Accept Donation from The Busfield Foundation

**Accept Donation from
The Busfield Foundation**

Motion by Barbara Blincoe, seconded by Gary Hmurcik,
that the following resolution be approved:

BE IT RESOLVED, upon the recommendation of the
Superintendent of Schools, that a grant of \$3,500 from
The Busfield Foundation as awarded to the Windsor
Central School District, be accepted, and

BE IT FURTHER RESOLVED, that \$3,500 be
appropriated into the Special Aid Fund for 2007-2008
as follows:

F980-2770-08C4
Other Revenue – Busfield Foundation Grant \$3,500

211015C4-450-08C4
Instruction-Busfield Foundation-Materials &

Supplies \$3,500

Yes 6
No 0
Abstentions 0
Motion Carried 6-0-0

- E. Approve Superintendent’s Attendance to NYSCOSS Fall Conference

Approve Superintendent’s Attendance at NYSCOSS Fall Conference

Motion by Barbara Blincoe, seconded by Gary Hmurcik, that the following resolution be approved:

BE IT RESOLVED, that approval is granted retroactively, for the Superintendent of Schools to attend the NYSCOSS Fall Conference held September 30 – October 1, 2007.

Yes 6
No 0
Abstentions 0
Motion Carried 6-0-0

- F. Approve Superintendent’s Attendance to AASA National Conference on Education

Approve Superintendent’s Attendance at AASA Nat’l Conference

Motion by Barbara Blincoe, seconded by Gary Hmurcik, that the following resolution be approved:

BE IT RESOLVED, approval is granted for the Superintendent of Schools to attend the AASA National Conference on Education scheduled for February 14-17, 2008.

Yes 6
No 0
Abstentions 0
Motion Carried 6-0-0

- G. Adopt Records Retention Schedule ED-1

Adopt Records Retention Schedule ED-1

Motion by Barbara Blincoe, seconded by Gary Hmurcik, that the following resolution be approved:

RESOLVED, by the Board of Education of the Windsor Central School District that *Records Retention and Disposition Schedule ED-1*, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

BE IT FURTHER RESOLVED, that in accordance with Article 57-A: (a) only those records will be disposed of that are described in *Records Retention and Disposition Schedule ED-1* after they have met the minimum retention periods described therein; (b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond

established legal minimum periods.

Yes	6
No	0
Abstentions	0
Motion Carried	6-0-0

H. Approve Proposal for Services with SERAPH for Security Audit Services

Approve Proposal with SERAPH for Security Audit Services

Motion by Barbara Blincoe, seconded by Gary Hmurcik, that the following resolution be approved:

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that a Proposal for Services with SERAPH, Inc. for security consulting and training, be approved as attached.

Yes	6
No	0
Abstentions	0
Motion Carried	6-0-0

I. Approve Board of Education Policy #7610 – FERPA

Approve BOE Policy #7610 – FERPA

Motion by Barbara Blincoe, seconded by Gary Hmurcik, that the following resolution be approved:

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that Board of Education Policy #7610 – *Family Educational Rights and Privacy Act (FERPA)*, be approved.

Yes	6
No	0
Abstentions	0
Motion Carried	6-0-0

J. Discuss Meeting Set-ups

Discuss Meeting Set-ups

- Discussion was held by Board regarding conduciveness of current table arrangements for Board meetings. The Board has been elected to deliberate on school procedures and policies. This is a meeting held in the public, not a public meeting.
- The Board came to a consensus to change the current meeting set-up.

XI. OTHER

OTHER

A. Approve Swim Program Instructor

Approve Swim Program Instructor

Motion by Barbara Blincoe, seconded by Gary Hmurcik, that the following resolution be approved:

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that Danika Catan be approved retroactively as a Swim Instructor, effective November 3, 2007.

Yes	6
No	0
Abstentions	0
Motion Carried	6-0-0

XII. INFORMATION

INFORMATION

A. Year-to-Date Budget Report – November 30, 2007

XIII. NEXT MEETING OF THE BOARD OF EDUCATION

NEXT MEETING

⇒January 22, 2008 – Regular Meeting – 6:00 p.m. – C. R. Weeks

XIV. PUBLIC COMMENTS

PUBLIC COMMENTS

Public wishing to speak to the Board of Education will be allowed this period of time to do so under the following guidelines; (a) Speakers will be limited to a maximum of three (3) minutes, and the entire public comments to a maximum of thirty (30) minutes (which may be waived by a majority vote of the Board); (b) Speakers are requested to stand, state their name, address and topic of discussion; © Speakers will not be allowed to personally attack any person or persons, nor comment on executive session subjects.

- Kevin Tripp, Former Student, currently attending SUNY-Cortland 342 NY Route 39, Windsor, NY
Mr. Tripp stated he has been doing his field work for SUNY-Cortland at the Middle School. He wanted to let the Board and administration know the positive change in the atmosphere at the Middle School since he attended there. He stated that the Middle School is an example of how it should be done.
- John Gollogly, Parent, 200 Treadwell Road, Windsor, NY
Would like to know if the impressive scholar athlete scores could be published more to the general public. Asked what coaches did as a consequence to athletes regarding illegal absences. Also pointed out that all the outside lights are still on at 11:30 p.m.

XV. ADJOURNMENT

ADJOURNMENT

Motion by Barbara Blincoe, seconded by Gary Hmurcik, that the meeting be adjourned.

Yes	6
No	0
Abstentions	0
Motion Carried	6-0-0

The meeting was adjourned at 8:40 p.m.

Monnie M. Congdon
School District Clerk

