

**FARNSWORTH TECHNOLOGY CENTER  
2072 CURRY ROAD  
SCHENECTADY, NY 12303**

**MAY 8, 2017  
BUDGET HEARING/MEET THE CANDIDATES/ 6:00 PM  
BOARD MEETING 7:00 PM**

**AGENDA  
BOARD OF EDUCATION MEETING**

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Communications
  - 1. Superintendent
    - a. Matt Stein - Recognition of Doug Hallberg as National Middle School Physical Education Teacher of the Year
    - b. Christina Mathieu – Olympics of the Visual Arts
  - 2. Student Representatives
  - 3. Board of Education
  - 4. Public (Privilege of the Floor)
- E. Old Business
  - 1. Request for Approval of Second Reading and Adoption of Board Policies
- F. New Business
  - Instructional
    - 1. Request for Approval and Arrangement for the Committee on Special Education Recommendations and Student Placements and Committee on Pre-School Special Education
  - Business/Personnel
    - 1. Request for Approval of Annual Organizational Meeting Date
    - 2. Request for Approval of Salary Schedules for Management/Confidential Employees
    - 3. Request for Approval to Appoint Permanent Chairman, Assistant Clerks and Voting Machine Inspectors
    - 4. Request to Authorize Fund Reserve Accounts
- G. Other Items
  - 1. Approval of Minutes (April 25, 2017)
  - 2. Personnel
- H. Proposed Executive Session
  - 1) Contract Negotiations
- I. Adjournment

**ROTTERDAM-MOHONASEN CENTRAL SCHOOL DISTRICT**

**E. OLD BUSINESS #1**

**MAY 8, 2017**

**TO:** Board of Education

**FROM:** Kathleen A. Spring, Ph.D., Superintendent

**SUBJECT:** Request for Approval of Second Reading and Adoption of Board Policies

**BACKGROUND INFORMATION**

A major responsibility of the Board of Education is to adopt formal policies for governing the educational practices and operations of the school district. To ensure that these policies are appropriately updated for compliance with required laws and regulations, the Board of Education has utilized the Board Policy Service offered by the Erie I BOCES.

**EVALUATION/ANALYSIS**

Appropriate revised and new policies developed by the Board Policy Service are reviewed by district administration and forwarded to the Board of Education with a recommendation for adoption. A first reading approval of the policies was made at the April 25, 2017 meeting of the Board, which must be followed by a second reading approval and formal adoption at a subsequent meeting of the Board in order for the policies to become effective.

**RECOMMENDATION**

That the Board of Education approve the second reading and adoption of the following policies:

- 5684 Use of Surveillance Cameras/School & Buses
- 6111 Testing Misconduct & Mandatory Reporting Requirements
- 6551 Family & Medical Leave Act
- 7616 Prereferral Intervention Strategies
- 8211 Prevention Instruction

KAS/ja  
Attachments

**ROTTERDAM MOHONASEN CENTRAL SCHOOL DISTRICT**

F. INSTRUCTION I

Date: 05/08/17

TO: Board of Education

FROM: Kathleen A Spring, Ph. D., Superintendent

SUBJECT: Request for Approval and Arrangement for the Committee on Special Education Recommendations and Student Placements and Committee on Pre-School Special Education

**BACKGROUND INFORMATION**

Procedures and definitions pertaining to Special Education are embodied under Part 200 of Commissioners' Regulations and Article 89 of New York Education Law. They mandate that Boards of Education provide appropriate education programs and services for pupils with handicapping conditions upon receipt of recommendations and student placements from the Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) on 04/07/17, 04/10/17, 04/11/17,04/12/17, 04/13/17, 04/24/17, 05/03/17, 05/08/17.

**EVALUATION/ANALYSIS**

5581281	5579567	5581204	000556873	5578655	5583099
5582406	5583113	005578749	005579259	5582562	5583071
005579174	5582846	5583562	5581603	5581085	5581357
5581974	5580098	5582600	5581281	5581440	5581201
5579447	5581334	5583671	5583678	5583477	5582339
5583774	5582818	5582926	5582925		

All students are residents of Mohonasen Central School district; all parents are in agreement with the recommendations, and all recommendations are for the least restrictive environment based on students' educational needs. All mandated members were present at the CSE and CPSE meetings.

**RECOMMENDATION**

That the Board of Education approve and arrange for the recommendations of the Committee on Special Education and Committee on Pre-School Special Education on 04/07/17, 04/10/17, 04/11/17,04/12/17, 04/13/17, 04/24/17, 05/03/17, 05/08/17.

KAS:CH

Attachment

**ROTTERDAM-MOHONASEN CENTRAL SCHOOL DISTRICT**

**F. BUSINESS/PERSONNEL #1**

**MAY 8, 2017**

**TO:** Board of Education  
**FROM:** Kathleen A. Spring, Ph.D., Superintendent  
**SUBJECT:** Request for Approval of Annual Organizational Meeting Date

**BACKGROUND INFORMATION**

The organizational meeting for central school districts is required by law to be conducted during the first fifteen days of July, preferably on the first Tuesday unless another time is voted on by the Board of Education.

**EVALUATION/ANALYSIS**

Due to the July 4<sup>th</sup> holiday falling on a Tuesday this year, it is recommended that the Organizational meeting for the 2017-2018 school year be scheduled on Monday, July 10, 2017.

**RECOMMENDATION**

That the Board of Education approve setting the date of the annual Organizational meeting for the 2017-2018 school year for Monday, July 10, 2017.

KAS/ja

**ROTTERDAM-MOHONASEN CENTRAL SCHOOL DISTRICT**

**F. BUSINESS/PERSONNEL #2**

**MAY 8, 2017**

**TO:** Board of Education

**FROM:** Kathleen A. Spring, Ph.D., Superintendent

**SUBJECT:** Request for Approval of Salary Schedules for Management/Confidential Employees

**BACKGROUND INFORMATION**

Several district employees are designated as Management/Confidential. This designation is completed for the purpose of ensuring the confidentiality of information and actions to which said employees might become privy due to direct work responsibilities, in particular, negotiations. Said employees are not affiliated with a collective bargaining group or association. With this in mind, should the district find it necessary to implement a contingency budget because of the results of the upcoming budget vote, this group of employees would not be protected by a collective bargaining agreement. Therefore, it is necessary to approve an annual salary adjustment for the Management/Confidential group prior to the annual budget vote.

**EVALUATION/ANALYSIS**

The benefits provided to “confidential” employees are generally consistent with the Mohonasen Support Staff Association (MSSA) agreement. Subsequently, it is necessary to adjust the approved salary increases for designated “confidential” support staff employees annually, in order to align with said agreement. Although these salaries have been previously agreed upon through the end of the current MSSA agreement, June 30, 2017, Board approval is still necessary for said salaries to take effect.

**RECOMMENDATION**

That the Board of Education approve the salary increase for Management/Confidential employees for the 2017-18 school year in alignment with the attachment to the MSSA contract.

KAS/CJR:ja

**ROTTERDAM-MOHONASEN CENTRAL SCHOOL DISTRICT**

**F. BUSINESS/PERSONNEL #3**

**MAY 8, 2017**

**TO:** Board of Education  
**FROM:** Kathleen A. Spring, Ph.D., Superintendent  
**SUBJECT:** Request for Approval to Appoint Permanent Chairman, Assistant Clerks and Voting Machine Inspectors

**BACKGROUND INFORMATION**

Voting on the budget adopted by the Board of Education is done using voting machines. Law requires clerks or assistant clerks to record the names and legal residence of all voters prior to their being allowed to cast their vote. The inspectors of elections must examine each machine to see that the ballot account status is zero (0), that the ballot information is correct, and that the use of the machine is deemed in compliance with any provision of law requiring the vote to be by ballot. The permanent chairperson must be a qualified voter in the district, who calls the meeting to order, declares the polls opened and closed, and adjourns the meeting.

**EVALUATION/ANALYSIS**

Voting on the proposed budget, the purchase of buses, and the election of two Board of Education members will be held on May 16, 2017 between the hours of 7:00 AM and 9:00 PM. To ensure that the vote is handled properly, a permanent chairman and a sufficient number of inspectors and assistant clerks need to be appointed to work during the election. These individuals work on a volunteer basis.

**RECOMMENDATION**

That the Board of Education appoints the following individuals to assist in the implementation of the voting on May 16, 2017:

**Permanent Chairman:** Wayne Calder

**Custodian of Machines:** Eli McNett

**Assistant Clerks and Inspectors:**

Judy Andi	Tina George
Raymond Andi	Cheryl Hitchcock
Nancy Brassard	Judy Kazakavich
Deb Bush-Suflita	Marty Longo
Janine Carroll	Kris Malinowski
Louisa Dalton	Ruth Martino
Patricia Dergosits	Faith Perry
Meg Fountain	Jane Perry
Tracey Freemantle	Nancy Reilly
Terrie Furbeck	Tracy Van Blarcom

**ROTTERDAM-MOHONASEN CENTRAL SCHOOL DISTRICT**

**F. BUSINESS/PERSONNEL #4**

**MAY 8, 2017**

**TO:** Board of Education  
**FROM:** Dr. Kathleen A. Spring, Superintendent  
**SUBJECT:** Authorization to Fund Reserve Accounts

**BACKGROUND INFORMATION**

Districts may establish and maintain reserve funds in accordance with New York State Laws, Commissioner's Regulations and the rules and/or opinions of the New York State Comptroller.

**EVALUATION/ANALYSIS**

Reserve funds are an important component of the District's financial planning. Over the years, Mohonasen has established and maintained reserves to help maintain the financial stability of the district. Each year, the Board of Education reviews the reserve fund activity, potential outstanding liabilities and fund balance to determine the appropriate reserve funding. Subsequently, it is necessary for the Board to authorize the funding of those reserve accounts.

**RECOMMENDATION**

That the Board of Education approve the following resolution:

RESOLVED, that the Board of Education of the Rotterdam-Mohonasen Central School District hereby authorizes the funding of the District's approved reserves with the excess of 4% from unassigned fund balance at June 30, 2017, after the designated amount for tax reduction has been set. The allocation of such excess fund balance will be determined subsequent to June 30, 2017 and prior to setting the tax levy.

KAS/CJR:ja

**ROTTERDAM-MOHONASEN CENTRAL SCHOOL DISTRICT**

**G2. PERSONNEL RECOMMENDATIONS**

**MAY 8, 2017**

**TO:** Board of Education

**FROM:** Kathleen A. Spring, Ph.D., Superintendent

**SUBJECT:** Personnel Recommendations

**BACKGROUND INFORMATION**

The attached document represents personnel recommendations for the District, which have been processed through appropriate departments and brought forward by the Superintendent.

**RECOMMENDATION**

That the Board of Education approves the attached personnel recommendations:

- A. Appointments**
- B. Leaves of Absence**
- C. Removal from Service**



**A. Appointments**

Loretta Cozza

Assignment: HS/MS Summer Principal - 2017  
Salary: \$350/day

Nicole Battisti

Appointment: Probationary  
Assignment: Technology  
Date of Commencement: September 1, 2016  
Expiration Date: Close of business August 31, 2020  
Certification Status: Technology Education, Initial  
Salary: Step 1 plus graduate credits, pro-rated

Edda Sacco

Appointment: Long-Term Substitute  
Assignment: School Counselor  
Date of Commencement: April 24, 2017  
Expiration Date: Close of business TBD  
Certification Status: School Counslor, Provisional  
Salary: Step 1 plus graduate credits, pro-rated

Megan Peck

Appointment: Long-Term Substitute  
Assignment: Special Education  
Date of Commencement: April 11, 2017  
Expiration Date: Close of business May 5, 2017 *(amended from the April 3, 2017 agenda)*  
Certification Status: Childhood Education Gr. 1-6, Initial; Students with Disabilities Gr. 1-6, Initial; Literacy B-Gr. 6, Initial  
Salary: Step 1 plus graduate credits, pro-rated

Erin Bridgers

Appointment: Long-Term Substitute  
Assignment: Art  
Date of Commencement: March 22, 2017  
Expiration Date: Close of business May 3, 2017 *(amended from the April 3, 2017 agenda)*  
Certification Status: Visual Arts, Initial  
Salary: Step 3 pro-rated

Maria Lanaro

Assignment: Substitute Food Service Helper (Café Aide)  
Effective Date: May 9, 2017  
Salary: \$10.00/hour

Wendy Spezza  
Assignment: Substitute Food Service Helper (Café Aide)  
Effective Date: May 9, 2017  
Salary: \$10.00/hour

Padraic Bailey  
Assignment: Swim Club Coach  
Effective Dates: May 22, 2017 – June 30, 2017  
Salary: \$600/Season  
Effective Dates: July 3, 2017 – August 6, 2017  
Salary: \$600/Season

Lauren Finke  
Assignment: Swim Club Coach  
Effective Dates: May 22, 2017 – June 30, 2017  
Salary: \$500/Season  
Effective Dates: July 3, 2017 – August 6, 2017  
Salary: \$500/Season

Laurel Hallberg  
Assignment: Swim Club Coach  
Effective Dates: May 22, 2017 – June 30, 2017  
Salary: \$650/Season  
Effective Dates: July 3, 2017 – August 6, 2017  
Salary: \$650/Season

Noelle Levasseur  
Assignment: Swim Club Coach  
Effective Dates: May 22, 2017 – June 30, 2017  
Salary: \$375/Season  
Effective Dates: July 3, 2017 – August 6, 2017  
Salary: \$375/Season

Kate Streeter  
Assignment: Swim Club Coach  
Effective Dates: May 22, 2017 – June 30, 2017  
Salary: \$400/Season  
Effective Dates: July 3, 2017 – August 6, 2017  
Salary: \$400/Season

Andrew Sweeney

Assignment: Swim Club Coach  
Effective Dates: May 22, 2017 – June 30, 2017  
Salary: \$500/Season  
Effective Dates: July 3, 2017 – August 6, 2017  
Salary: \$500/Season

Lydia Ware

Assignment: Swim Club Coach  
Effective Dates: May 22, 2017 – June 30, 2017  
Salary: \$500/Season  
Effective Dates: July 3, 2017 – August 6, 2017  
Salary: \$500/Season

Alison Miller

Assignment: Home Tutor  
Effective Date: May 8, 2017  
Salary: \$25.00/hour

**2016-2017 Intramurals**

<b><u>Name</u></b>	<b><u>Building</u></b>
Nikki Steele	Mohonasen High School
Lori Moore	Mohonasen High School

<b>Summer Work – Guidance Counselors (10 Days each)</b>	
<b><u>Counselor:</u></b>	<b><u>Building:</u></b>
Danielle Gaudio	High School
Amy Huszar	High School
Rebecca Pauley	High School
Duane Wood	High School

**Extracurricular Advisors – 2016-17 – Mohonasen High School**

<b><u>Extracurricular Club/Organization</u></b>	<b><u>Advisor/Co-Advisor</u></b>
<i>Resigned as Co-Advisor effective 4/5/17:</i>	
Science Club	Rebecca Shea

**B. Leaves of Absence**

Marina Strang

Assignment: Elementary Education  
Effective Dates: April 11, 2017 – June 26, 2017 *(amended from the April 25, 2017 agenda)*  
Reason: Family Medical Leave

Megan Peck

Assignment:

P/T Teaching Assistant (6 hours)

Effective Dates:

April 10, 2017 – May 5, 2017 *(amended from the April 3, 2017 agenda)*

Reason:

Unpaid Leave of Absence

**C. Removal from Service**

Gary Hebert

Assignment:

P/T Motor Vehicle Operator

Effective Date:

May 3, 2017