

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

**NOVEMBER 19, 2018  
EXECUTIVE SESSION 6:00- 7:00 PM  
BOARD MEETING 7:00 PM**

**AGENDA  
BOARD OF EDUCATION MEETING**

***\*Proposed Executive Session at 6:00 PM for the purpose of specific personnel matters***

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Communications
  - 1. Superintendent
  - 2. Board of Education
  - 3. Public (Privilege of the Floor)
- E. Old Business
- 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 Application for Corrected Tax Roll for the year 2018, Pursuant to Sec. 556, Real Property Tax Law
    - 2. Request for Approval to Enter into a Contract with Nursecore Management Services, LLC., Inc. for Nursing Services
    - 3. Request for Acceptance of the District's Technology Plan
    - 4. Request for Approval for Sale and Disposal of District Property
    - 5. Request for Acceptance of Uncollected Tax Report
- G. Other Items
  - 1. Approval of Minutes (November 5, 2018)
  - 2. Financial Reports
    - 1. Treasurer's Report
    - 2. Cafeteria Financial Report
    - 3. Budget Status Report
    - 4. Revenue Status Report
    - 5. Payment of Claims – Warrant #'s 4P and #5
    - 6. Extracurricular Activities Report
    - 7. Collateralization Report
    - 8. Cash Flow Analysis – General Fund Report
  - 3. Personnel

- 1) Proposed Executive Session (*only if needed for continuation of earlier Executive Session*)
  1. *Discussion of specific personnel matters*

H. Adjournment

**ROTTERDAM-MOHONASEN CENTRAL SCHOOL DISTRICT**

**F. BUSINESS/PERSONNEL #2**

**NOVEMBER 19, 2018**

**TO:** Board of Education

**FROM:** Shannon C. Shine, Superintendent

**SUBJECT:** Request for Approval to Enter into a Contract with Nursecore Management Services, LLC., Inc. for Nursing Services

**BACKGROUND INFORMATION**

Pursuant to provisions of both Federal and State laws, the District has the responsibility to provide nursing services to resident students with disabilities if stipulated in a student's IEP.

**EVALUATION/ANALYSIS**

The Nursecore Management Services, LLC, Inc. is agreeable to enter into a contract with the District to provide nursing services for student(s) as per their IEP(s) on an as needed basis or at the building level. In return for providing these services, the Rotterdam-Mohonasen Central School District will compensate The Nursecore Management Services, LLC, Inc. at the rate of \$51.95 per hour for a Registered Nurse and \$43.95 per hour for a Licensed Practical Nurse. Both rates are per need of individual student or building.

**RECOMMENDATION**

That the Board of Education enter into a contract with The Nursecore Management Services, LLC., Inc. to provide nursing services on an as needed basis or at the building level to District resident students at a cost of \$51.95 per hour for a Registered Nurse and \$43.95 per hour for a Licensed Practical Nurse from July 1, 2018 through June 30, 2019.

SCS/KE/ja

**ROTTERDAM-MOHONASEN CENTRAL SCHOOL DISTRICT**

**F. BUSINESS/PERSONNEL #1**

**NOVEMBER 19, 2018**

**TO:** Board of Education

**FROM:** Shannon Shine, Superintendent

**SUBJECT:** Request Approval of Application for Corrected Tax Roll for the Year 2018,  
Pursuant to Sec. 556, Real Property Tax Law

**B ACKGROUND INFORMATION**

The District has received official notification that assessment roll corrections need to be made due to clerical errors by the assessor, pursuant to Sec. 556 of the NYS Real Property Tax Law.

**EVALUATION/ANALYSIS**

With the mailing of school tax bills in many jurisdictions, errors are often discovered. Upon the discovery of errors and given that the property in question is entitled to receive the exemption, an Application for Corrected Tax Roll, RP-556 must be completed and duly approved by the respective taxing jurisdictions – in these instances Schenectady County and the Rotterdam-Mohonasen Central School District.

**RECOMMENDATION**

That the Board of Education approve the Application for Corrected Tax Roll Pursuant to Sec. 556, Real Property Tax Law below for the following property tax owner in the stated amount.

<b>Owner/S/B/L</b>	<b>Amt. of Taxes Billed/Paid</b>	<b>Corrected Tax/Reason</b>	<b>Amount of Refund</b>
Tracey Butler Applicant 48.19-1-25	\$2,601.69 Paid	\$2,073.69 (Clerical Error)	\$528.00

SCS/CJR:ja

**ROTTERDAM-MOHONASEN CENTRAL SCHOOL DISTRICT**

**F. BUSINESS/PERSONNEL #4**

**NOVEMBER 19, 2018**

**TO:** Board of Education

**FROM:** Shannon C. Shine, Superintendent

**SUBJECT:** Request for Approval for Sale and Disposal of District Property

**BACKGROUND INFORMATION**

Per Board of Education Policy 5250 – Sale and Disposal of School Property – “School District equipment that is obsolete, surplus, or unusable by the District shall be disposed of in such a manner that is advantageous to the District.”

**EVALUATION/ANALYSIS**

The District has multiple pieces of equipment which do not work and would cost more to fix than they are worth.

Draper Main Office Refrigerator - #005689

Draper Family and Consumer Science Washer and Dryer - #005412

CAT Acer Lathe, converted to a milling machine - #008155, #008228, #008232, #008233, #008234, #008235, #008236

Since the items are no longer of use to the District, it would benefit the District to dispose of them in the most advantageous manner, including selling them for scrap.

**RECOMMENDATION**

That the Board of Education approve the disposal and/or sale of the listed equipment no longer needed by the district.

SCS/CJR:ja

**ROTTERDAM-MOHONASEN CENTRAL SCHOOL DISTRICT**

**F. BUSINESS/PERSONNEL #5**

**NOVEMBER 19, 2018**

**TO:** Board of Education  
**FROM:** Shannon C. Shine, Superintendent  
**SUBJECT:** Request for Acceptance of Uncollected Tax Report

**BACKGROUND INFORMATION**

At the beginning of the tax collection period, warrants are issued by the Board of Education. These warrants contain the total tax dollars that are to be collected by the Tax Collectors during the collection period, and subsequently turned over to the school district. At the end of the collection period a comparison of the total amount collected vs. the amount contained on the warrant is made. This calculation then indicates the amount of uncollected taxes. By law, uncollected taxes are sent to the respective county treasurer, who in turn provides reimbursement in full to the school district. This reimbursement is paid on April 1, 2019.

**EVALUATION/ANALYSIS**

The school district 2018 tax warrants, after adjustments, are as follows (less STAR):

Rotterdam	\$ 21,496,482.55
Guilderland	\$ 1,127,975.30
Colonie	\$ 1,007,690.38

At the end of the collection period, a review of our records indicates the following amount of uncollected taxes:

Rotterdam	\$ 1,063,766.70
Guilderland	\$ 44,761.85
Colonie	\$ 70,428.82

Uncollected tax reports must now be filed with the appropriate County Treasurer. All uncollected taxes must be paid to the school district on April 1, 2019.

**RECOMMENDATION**

That the Board of Education accept the Uncollected Tax Report as follows:

Rotterdam	\$ 1,063,766.70
Guilderland	\$ 44,761.85
Colonie	\$ 70,428.82

SCS/CJR:ja

**ROTTERDAM MOHONASEN CENTRAL SCHOOL DISTRICT**

F. INSTRUCTION I

Date: 11/19/18

TO: Board of Education

FROM: Shannon C. Shine., 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 10/11/18, 10/23/18, 10/29/18, 11/09/18, 11/14/18.

**EVALUATION/ANALYSIS**

5583159      5584485      5581810      000556787      5584576

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 10/11/18, 10/23/18, 10/29/18, 11/09/18, 11/14/18.

SCS/CH

Attachment

**ROTTERDAM-MOHONASEN CENTRAL SCHOOL DISTRICT**

**G3. PERSONNEL RECOMMENDATIONS**

**NOVEMBER 19, 2018**

**TO:** Board of Education  
**FROM:** Shannon C. Shine, 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. Resignations**



**A. Appointments**

Holly Powell

Appointment: Long-Term Substitute  
Assignment: P/T Teaching Assistant (6 hours)  
Date of Commencement: November 19, 2018  
Expiration Date: Close of Business *to be determined*  
Salary: Step 6

Tracy VanBlarcom

Assignment: Information Processing Specialist 1  
Effective Date: January 15, 2019  
Salary: \$35,000

James Finn

Assignment: P/T Bus Driver  
Effective Date: November 14, 2018  
Salary: \$17.70/Hour

Marc Vachon

Assignment: Water Safety Instructor Supervisor (Level 2)  
Effective Date: November 9, 2018  
Salary: \$17.50/Hour

Andrea Wilcox

Assignment: Water Safety Instructor Supervisor (Level 2)  
Effective Date: December 1, 2018  
Salary: \$17.50/Hour

Katherine Streeter

Assignment: Aquatics Director  
Effective Date: November 9, 2018 – June 30, 2019  
Salary: \$4,000/Stipend

Victoria Robbins

Assignment: Substitute Food Service Helper  
Effective Date: November 20, 2018  
Salary: \$11.10/Hour

**Winter Coaches 2018-2019**

Position	Coach	Step
Strength and Conditioning	Robert Stranahan (.5)	Step 1

**2018-2019 Student Teacher**

	Assignment/Bldg.	Dates
Danielle Nolan	Bradt	3/11/2019-5/3/2019

**B. Resignations**

Patricia Robertson

Assignment:

10-Month School Nurse

Effective Date:

Close of business November 23, 2018

Darcy McCooley

Assignment:

Substitute Attendance Clerk and Substitute Typist

Effective Date:

October 31, 2018

Tracy VanBlarcom

Assignment:

Information Processing Specialist 1 (Management Confidential)

Effective Date:

Close of business January 14, 2019

**ROTTERDAM-MOHONASEN CENTRAL SCHOOL DISTRICT**

**F. BUSINESS/PERSONNEL #3**

**NOVEMBER 19, 2018**

**TO:** Board of Education  
**FROM:** Shannon C. Shine, Superintendent  
**SUBJECT:** Request for Acceptance of the District's Technology Plan

**BACKGROUND INFORMATION**

School districts are required to have a Technology Plan on file as per the New York State Education Department.

**EVALUATION/ANALYSIS**

During the 2018-2019 School Year the Technology Plan was revised and updated, as needed.

**RECOMMENDATION**

That the Board of Education accept the attached District's Technology Plan as revised.

SCS/tv