

**MINUTES OF THE
March 2, 2009**

**Regular Meeting
of the
Berne-Knox-Westerlo CSD
Board of Education**

The regular Meeting of the Board of Education of the Berne-Knox-Westerlo Central School District was held on March 2, 2009, in the District Office.

Members Present: Helen Lounsbury Michelle Fusco
 Maureen Sikule Sean O'Connor
 Jack Harlow

Others Present: Kimberly LaBelle Brian Corey
 Timothy Holmes Edward Rash
 Richard Rapp Sandra Quay
 Kathy Stempel Sharon Nevins
 Chrissie Margiotta Zach Simeone, Altamont Enterprise
 Mike Reynolds Edward Ackroyd
 Robert Snyder Clinton Milner, Jr.

The meeting was called to order by the President, Mrs. Lounsbury at 6:02 p.m.

Executive Session

At 6:03 p.m., motion was made by Mr. Harlow, seconded by Mr. O'Connor to enter into Executive Session to discuss Contract Negotiations, CSE/CPSE Recommendations, and Employment of Particular Personnel. Motion was carried. 5 yes.

Mrs. LaBelle and Mr. Holmes were present during executive session.

Return to Public Session

At 7:02 p.m., motion was made by Mrs. Sikule, seconded by Mr. O'Connor to return to public session. Motion was carried. 5 yes.

The meeting was called to order by the President, Mrs. Lounsbury at 7:08 p.m. Mrs. Lounsbury welcomed all present, and invited them to fill out the Board evaluation form.

Pledge of Allegiance

Superintendent Schrade led all in the pledge of allegiance.

Consent Agenda

Mrs. Lounsbury noted Item 5b - Personnel Appointments had been revised, and Item 5g - Approve Personnel Resignations will be voted upon as a separate item.

Motion was made by Mr. Harlow, seconded by Mr. O'Connor that the Board of Education has no objections to the recommendations of the Committee on Special Education and the Committee on Pre-School Special Education, and approves the authorization of funds to implement the Special Education programs and services consistent with such recommendations, as attached. Motion was carried. 5 yes.

Motion was made by Mr. Harlow, seconded by Mr. O'Connor that be it resolved, upon the recommendation of the Superintendent of Schools, Steven M. Schrade, that the Board of Education hereby appoints Holly Klug to the Special Education Teacher tenure area, for a three year probationary term, effective March 3, 2009, on Step 1 of the Teachers' Contract, salary pro-rated. Motion was carried. 5 yes.

Motion was made by Mr. Harlow, seconded by Mr. O'Connor that be it resolved, upon the recommendation of the Superintendent of Schools, Steven M. Schrade, that the Board of

Education hereby appoints Theodore Alberts, Jr. as a Substitute Bus Driver, effective 03/03/09, provided he meets all the rules and regulations under Article 19A of the Vehicle and Traffic Laws. Motion was carried. 5 yes.

Motion was made by Mr. Harlow, seconded by Mr. O'Connor that be it resolved, upon the recommendation of the Superintendent of Schools, Steven M. Schrade, that the Board of Education hereby appoints Stephen Oliver as a Substitute Bus Driver, effective 03/03/09, provided he meets all the rules and regulations under Article 19A of the Vehicle and Traffic Laws. Motion was carried. 5 yes.

Motion was made by Mr. Harlow, seconded by Mr. O'Connor that be it resolved, upon the recommendation of the Superintendent of Schools, Steven M. Schrade, that the Board of Education hereby appoints Imants Shrederis as a Substitute Bus Driver, effective 03/03/09, provided he meets all the rules and regulations under Article 19A of the Vehicle and Traffic Laws. Motion was carried. 5 yes.

Motion was made by Mr. Harlow, seconded by Mr. O'Connor that be it resolved, upon the recommendation of the Superintendent of Schools, Steven M. Schrade, that the Board of Education hereby appoints Diane Carl as a Long Term Substitute AIS Teacher, on Step 1 of the Teachers' Contract, salary pro-rated, effective 03/16/09 through 06/30/09. Motion was carried. 5 yes. (To replace Mindy Richards who will be on a leave of absence)

Motion was made by Mr. Harlow, seconded by Mr. O'Connor that be it resolved, upon the recommendation of the Superintendent of Schools, Steven M. Schrade, that the Board of Education hereby appoints the 2009 Spring Coaches, as per the attached recommendations from Fred Marcell, Athletic Director. Motion was carried. 5 yes.

Motion was made by Mr. Harlow, seconded by Mr. O'Connor to approve the Emergency Conditional Appointments, as attached. Motion was carried. 5 yes.

Motion was made by Mr. Harlow, seconded by Mr. O'Connor to appoint Caitlin O'Connell as the Social Studies Elementary Curriculum Coordinator, effective 03/13/09 through 06/30/09. Motion was carried. 5 yes. (To replace Mindy Richards who will be on a leave of absence)

Motion was made by Mr. Harlow, seconded by Mr. O'Connor to approve the minutes of the Regular Meeting of the Board of Education held on February 9, 2009, as attached. Motion was carried. 5 yes.

Motion was made by Mr. Harlow, seconded by Mr. O'Connor to approve the minutes of the Special Meeting of the Board of Education held on February 25, 2009, as attached. Motion was carried. 5 yes.

Motion was made by Mr. Harlow, seconded by Mr. O'Connor to approve the Treasurer's Report, as attached. Motion was carried. 5 yes.

Motion was made by Mr. Harlow, seconded by Mr. O'Connor to accept the Budget Transfers, as attached. Motion was carried. 5 yes.

Motion was made by Mr. Harlow, seconded by Mr. O'Connor to approve the Future Agenda Items, as enclosed. Motion was carried. 5 yes.

Motion was made by Mr. Harlow, seconded by Mr. O'Connor to approve the Dates to Remember, as enclosed. Motion was carried. 5 yes.

Motion was made by Mrs. Sikule, seconded by Mrs. Fusco to accept the resignation from Gerald Irwin, Teaching Assistant, effective 03/04/09. Motion was carried. 5 yes.

Motion was made by Mr. Harlow, seconded by Mr. O'Connor that be it resolved that upon the recommendation of the Superintendent of Schools, Steven M. Schrade, that the Board of Education approves the resignation from Mary L. Petrilli, for retirement purposes, from her position as High School Principal, effective June 29, 2009. Motion was carried. 5 yes.

Motion was made by Mrs. Sikule, seconded by Mr. Harlow that be it resolved that upon the recommendation of the Superintendent of Schools, Steven M. Schrade, that the Board of Education approves the resignation, with regrets, from Donald Dennis, for retirement purposes, from his position as a Mathematics Teacher, effective June 30, 2009. Motion was carried. 5 yes.

Motion was made by Mrs. Sikule, seconded by Mr. Harlow that be it resolved that upon the recommendation of the Superintendent of Schools, Steven M. Schrade, that the Board of Education

approves the resignation, with regrets, from Susan Bogdan-Ritty, for retirement purposes, from her position as an Elementary Education Teacher, effective June 30, 2009. Motion was carried. 5 yes.

Motion was made by Mrs. Sikule, seconded by Mr. O'Connor that be it resolved that upon the recommendation of the Superintendent of Schools, Steven M. Schrade, that the Board of Education approves the resignation, with regrets, from David McLaughlin, for retirement purposes, from his position as an Elementary Education Teacher, effective July 1, 2009. Motion was carried. 5 yes.

President Lounsbury read aloud a letter from the Town of Westerlo formally expressing their interest in purchasing the Westerlo Elementary Building, and requesting the BKW School District convey to the Town of Westerlo a right of first refusal/option with respect to the purchase of the School, should the building ever be placed for sale. Further discussion on the subject will be covered under 11a - Unfinished Business.

Public Discussion

There was no public discussion at this time.

Program Focus

Sharon Nevins - Class of '69; Kathy Stempel - Class of '75; and Sandra Quay - Class of '65 from the BKW Alumni Association spoke to the Board on behalf of their organization. This will be the 75th year for the group. They spoke of their annual banquet/dinner dance, where certain class years are honored with special tables and gifts. Yearly membership is currently at \$5.00. The Alumni gives out gifts to seniors at graduation, and would like to invite them to join the Alumni Association. Mrs. Stempel asked that the Alumni be allowed to speak at Graduation. They also noted the new, official Alumni Website, which has a link from the BKW's School Website. The site is expected to be up and running sometime this week.

Committee Reports

Mr. Holmes reported on the Budget Advisory Committee Meetings held on February 12th and February 26th. Topics covered were General Support; Operations and Maintenance; Transportation; Supervision; Special Education; BOCES; and Debt Service. He reviewed each of the budget codes contained in each area. He spoke of the proposed plan to bring two self-contained Special Education Classes back to the District, with a potential cost savings of over \$122,000. He distributed and reviewed his proposal. Mrs. Sikule noted that the cost of the current teacher to be used in the class should be included in the comparison, along with transportation costs and/or savings. Mr. Holmes will continue to evaluate the proposal. Mr. Schrade noted that despite the Administration's attempts at cost savings ideas such as this, at least three students entering Kindergarten next fall have already been identified with high needs, with a projected cost in the range of \$80K to \$90K for each student's program. Mrs. Lounsbury stated at lobby time, the District representatives requested that these costs be shared state-wide versus being charged to individual Districts. Mr. Schrade noted that currently, 20% of our student population is labeled special education, and this factor should be taken into consideration when newspapers report the average cost per pupil for their education. Further discussion ensued regarding health and safety costs; Pre-School Program; reductions to the STAR Program; potential savings due to reducing bus runs; costs to transport students back to BKW.

Mrs. Sikule inquired whether the implementation of E-School can give us savings in support staff. Mr. Schrade stated that support is the next area of the budget to be examined. Mrs. Sikule also had a question, although not budget related, regarding the E-School program and the module which would allow parents to monitor grades, and if the District was considering implementing that option. This will be explored with our Computer Technician.

Member Comments

Mrs. Lounsbury inquired as to the status of the Internal Audit. Mr. Holmes will follow up. The Auditor is currently scheduled to report at the March 16th Board Meeting.

New Business

Motion was made by Mr. Harlow, seconded by Mr. O'Connor to preliminarily approve Board Policy #1330 - Appointments and Designations by the Board of Education, with amendments. Motion was carried. 5 yes. (First Motion)

Mr. Schrade stated we do not have supervisors of attendance or chemical hygiene officers, that is why they should be removed from the list. Policy could be amended, if we designate a person at a later time. The Bank Signatory is our Treasurer, and the District already designates her to sign documents.

He went on to say BKW does not have a designated educational official, so this should be removed from the policy. It was agreed the Superintendent is the designated educational official, and the policy will be revised to reflect this.

Motion was made by Mr. O'Connor, seconded by Mr. Harlow to preliminarily approve Board Policy #5510 – Accounting of Funds, as amended. Motion was carried. 5 yes. (First Motion)

Mr. Schrade stated our current practice for wire transfers conforms to this policy. The Internal Auditor may periodically confirm wire transfers, and we will have them include this on their checklist.

Motion was made by Mrs. Sikule, seconded by Mr. O'Connor to preliminarily approve Board Policy #7220 – Graduation Requirements/Early Graduation/Accelerated Programs, as amended. Motion was carried. 5 yes. (First Motion)

Mr. Schrade said we will add: Regents Diploma = 22 credits; Advanced Regents Diploma = 24 credits. According to Ms. Corso, the Diploma with Honors information is the NYS information, and we can always add to the policy. All take Earth Science in Eighth Grade; criteria is found in the Course Booklet Guide. Under Eighth Grade Acceleration for Diploma Credits, the wording should be – “The Superintendent or his/her designee in consultation with the Guidance Office, Principal and Parent/Guardian will be responsible for determining that an eighth grade student is eligible to take high school courses. Under Advanced Placement, the sentence should read: The District shall utilize a set of criteria as set forth in the Course Guide to determine a student’s readiness for enrollment in Advanced Placement Classes.

Mrs. Sikule noted that some Advanced Placement Classes are open to all, some are restricted, and Guidance should look at and make any clarifications regarding Regents Diploma with honors.

Motion was made by Mrs. Fusco, seconded by Mrs. Sikule to preliminarily approve Board Policy #7360 – Weapons in School and the Gun-Free Schools Act.

The revisions sent from Erie IBOCES are combining the two policies to stream line things, therefore, the Board decided to leave the policy as is, therefore, there was no vote.

Motion was made by Mrs. Fusco, seconded by Mrs. Sikule to preliminarily approve Board Policy #7512 – Student Physicals. Motion was carried. 5 yes. (First Motion)

Mr. Schrade reported that NYS Law states we need to have results of dental, hearing, vision and scoliosis, and they should be recorded and kept on file. We do not need to provide dental examinations as we do for health examinations, because the policy states students will be permitted to attend school regardless of whether or not they have a dental certificate.

Motion was made by Mr. Harlow, seconded by Mr. O'Connor to authorize an RFP for an Energy Performance Audit, as per the attached contract. Motion was carried. 5 yes.

Mr. Schrade gave clarification on the purpose of the contract. Mr. Holmes stated we will examine the estimates to see if it is feasible.

Unfinished Business

In regard to the letter from the Town of Westerlo for right of first refusal, the Board directed the Administration to contact our School Attorney to get clarification. Mr. Rash reiterated, if and whenever the School District decides to sell the school building, the Town of Westerlo is very interested. Mrs. Sikule stated she felt it would heal some wounds if the whole community benefited

from the future use of the building, although she realizes the School District needs to get the best price for the building. Mr. O'Connor agreed and would like to see the architecture preserved, and also feels the Board needs to be fiscally responsible to the School District, and to the neighborhood that paid the taxes all these years. Mr. Holmes reported that per the District’s insurance carrier, SEFCU, it is common practice for tenants to provide labor for repairs on the rented space. SEFCU will be forwarding a letter stating that. They also advised that we need a certificate of insurance from Helderberg Christian School with BKWCSD added as additionally insured. The Helderberg Christian School will forward the certificate of insurance within the next couple of days. Estimated costs for materials are \$12K; and \$12K for labor. Mrs. Sikule questioned the need for workers comp coverage, and whether the work being done would be up to code. Mr. Holmes will get more information. This should all be outlined in the contract with Helderberg Christian School. Mr. Schrade asked the Board if they were in favor of going forward with a lease agreement with the Helderberg Christian School for next year. The Board agreed to proceed, if they can come to a contractual agreement which meets all their concerns. Mrs. Sikule suggested looking to see if we need

extra space while doing construction at the high school. Mr. Schrade noted that would part of the next budget proposal on March 16th. Mrs. Fusco suggested the 6th grade be moved back to the Elementary Building.

Motion was made by Mrs. Fusco, seconded by Mrs. Sikule to approve Board Policy #5752 - Idling School Buses on School Grounds, as attached. Motion was carried. 5 yes. (Second Motion)

Motion was made by Mrs. Sikule, seconded by Mr. O'Connor to approve Board Policy #5681 - Communicable Diseases, as attached. Motion was carried. 5 yes. (Second Motion)

Motion was made by Mr. O'Connor, seconded by Mr. Harlow to Board Policy #6212 - Certification and Qualifications, as attached. Motion was carried. 5 yes. (Second Motion)

Motion was made by Mr. Harlow, seconded by Mr. O'Connor to approve Board Policy #6230 - Determination of Employment Status: Employee or Independent Contractor, as attached. Motion was carried. 5 yes. (Second Motion)

Public Discussion

There was no further public discussion

Executive Session

At 8:52 p.m., motion was made by Mrs. Fusco, seconded by Mrs. Sikule to enter into Executive Session to discuss Contract Negotiations. Motion was carried. 5 yes.

Mr. Schrade and Mrs. Martin were present during executive session.

At 9:20 p.m., Mr. Schrade and Mrs. Martin left executive session.

Return to Public Session

At 9:37 p.m., motion was made by Mr. Harlow, seconded by Mr. O'Connor to return to public session. Motion was carried. 5 yes.

Adjourn

Motion was made by Mr. Harlow, seconded by Mr. O'Connor that the meeting adjourn. Motion was carried. 5 yes.

The meeting adjourned at 9:37 p.m.

Denise J. Martin
District Clerk