

GUILDERLAND CENTRAL SCHOOL DISTRICT
MINUTES FOR REGULAR MEETING OF THE BOARD OF EDUCATION

October 24, 2017
High School - LGI Room
7:00 PM

CALL TO ORDER

Attendee Name	Title	Status	Arrived
Catherine Barber	Board Member	Present	
Barbara Fraterrigo	Board Member	Present	
Christine Hayes	President	Present	
Christopher McManus	Vice President	Present	
Teresa Gitto	Board Member	Present	
Seema Rivera	Board Member	Present	
Timothy Horan	Board Member	Present	
Judy Slack	Board Member	Present	
Gloria Towle-Hilt	Board Member	Remote	7:44 PM
Linda Livingston	Board Clerk	Present	

PUBLIC INPUT FOR 2018-19 BUDGET DEVELOPMENT

1. Public Comment - 2018-19 Budget Development

SHOWCASE OF STUDENT WORK- SOURCES OF STRENGTH

A team of high school students, Assistant Principal AnnMarie McManus and High School Counselor Thomas Dvorscak gave a presentation on the Sources of Strength program. The program is focused on suicide and bullying prevention. The high school is close to their goal of having 10% of student body trained as peer leaders. Each student spoke of his/her own source of strength on the wheel and how it has effected them or has helped them to support other students.

1. Sources of Strength- Brochure

SCHOOL BOARD RECOGNITION

In recognition of School Board Members, Superintendent Marie Wiles read Governor Cuomo's proclamation and the building principals presented each Board member with a library book that will be donated in his/her name for the school libraries.

CONSENT ITEMS

Judy Slack abstained from voting on the minutes of October 3, 2017

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Judy Slack, Board Member
SECONDER:	Seema Rivera, Board Member
AYES:	Barber, Fraterrigo, Hayes, McManus, Gitto, Rivera, Horan, Slack, Towle-Hilt

I. Minutes

- A. Board of Education - Regular Meeting - Oct 3, 2017 7:00 PM
Judy Slack abstained from voting on the minutes of October 3, 2017

II. CPSE & CSE Recommendations

III. Personnel Action

- A. Personnel Action

IV. Text Books

- A. Textbook

V. Financials

- A. Revenue Report for the Period Ending September 30, 2017
- B. Expense Report for the Period Ending September 30, 2017
- C. School Lunch Financial Reports for the Period Ending September 30, 2017

INFORMATION ITEMS

I. Curriculum & Instruction Information

- A. Five Guilderland Musicians Recognized for Musical Excellence

Each year, thousands of student musicians in New York State compete for an opportunity to be selected for the prestigious NYSSMA Conference All State Music Ensembles. Admission to these highly selective groups is based upon the score received the previous spring during the NYSSMA Solo Evaluation Festival. Each student performed before a certified adjudicator who carefully evaluated every aspect of their performance.

The Guilderland High School music department is proud to announce that six students were recognized for their exemplary performances including: Sadie Buerker, Sean Donnelly, Olivia Fanshawe, Treasa Powathil, and Helen Yang.

These talented students will spend four days rehearsing in Rochester with gifted students from across the state with the event culminating in a concert at Kilbourn Hall at the Eastman School of Music. Sadie and Sean will be singing in the All-State Chorus under the direction of Dr. David N. Fryling (Hofstra University) and Treasa (oboe) will perform in the All-State Wind Ensemble under the direction of Dr. Ricky Fleming (Buffalo State) and Olivia will be singing with the All-State Treble Choir under the direction of Dr. Deanna Joseph (Georgia State University).

Congratulations to all the musicians, their teachers and parents on this outstanding accomplishment.

RESULT: DISCUSSED

B. Guilderland Recital Raises Funds for Charity

The Guilderland Music Faculty and Friends will present a recital on Wednesday, October 25th at Farnsworth Middle School at 7:00 p.m. This evening features music from students and staff in all different genres and styles. The music faculty are joined by members of other departments and administration who all join together to perform.

This delightful evening gives students and the community an opportunity to appreciate their teachers in the role of a performer. Highlighted on the program will be both vocal and instrumental ensemble performances.

While there is no admission for this event, each year donations are collected and given to a charitable organization. In response to all the devastating hurricanes, the charity this year is Americares (www.americares.org); who provide emergency health care and services to those in need. Monetary and food donations are appreciated.

RESULT: DISCUSSED

II. Board President Information

1. Board of Education Member Vacancy (Possible Executive Session Item Pending Board Action)

Christine Hayes announced Christopher McManus is resigning from the Board of Education effective October 25, 2017. She explained the Board could have a special election or the Board can make an appoint someone to fill the seat until the May 15, 2017 vote.

Catherine Barber asked to have an open process as it has done in the past; send a press release out asking for letters of interest from community members and then have televised interviews to determine who should fill the seat.

All Board members agreed to have the process move quickly, as not to have an eight member Board, especially during budget development.

Catherine Barber said Sean McGuire has sent in a letter of interest.

Christopher McManus said he feels the person who fills the seat should have a financial background.

Barbara Fraterrigo suggested a former member of the board could fill the seat temporary.

Timothy Horan agreed and thought Allan Simpson would be perfect for the position.

Teresa Gitto and Christine Hayes agreed with Christopher McManus and Timothy Horan.

It was decided that a press release will go out requesting letters of interest with a deadline of November 3. Televised interviews will be conducted the week of November 6 and a new member will take the oath of office at the November 14 Board of Education meeting.

RESULT: DISCUSSED

ACTION ITEMS

I. School Business Management Action

A. Resolutions Authorizing Participation in NYSMEC

Resolved, that the Board of Education authorize participation in the New York School and Municipal Energy Consortium (NYSMEC) for electricity and natural gas and authorize the Superintendent to execute the billing schedule and agreement.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Barbara Fraterrigo, Board Member
SECONDER:	Judy Slack, Board Member
AYES:	Barber, Fraterrigo, Hayes, McManus, Gitto, Rivera, Horan, Slack, Towle-Hilt

B. Resolution to Correct the 2017 Tax Rolls and Issue Refunds

RESOLVED, that the Board of Education approve the Applications for Corrected Tax Rolls for the year 2017-18 and authorize the Superintendent to execute the applications.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Seema Rivera, Board Member
SECONDER:	Catherine Barber, Board Member
AYES:	Barber, Fraterrigo, Hayes, McManus, Gitto, Rivera, Horan, Slack, Towle-Hilt

C. Declaration of Surplus/Obsolete Property

RESOLVED, by the Guilderland Central School District Board of Education, that the attached list of items are declared surplus/obsolete and delegates the Assistant Superintendent for Business to dispose of said items in a manner consistent with Board of Education Policy #6900 *Disposal of District Property*.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Seema Rivera, Board Member
SECONDER:	Judy Slack, Board Member
AYES:	Barber, Fraterrigo, Hayes, McManus, Gitto, Rivera, Horan, Slack, Towle-Hilt

D. Service Agreements

Resolved, that the Board of Education approve the following Memorandum of Agreements with respect to the Guilderland Central School District's allocation of the Approved Special Education Program (ASEP) provider's share of federal IDEA Flow-Through Funds and the ASEP's expenditure and record keeping obligations for those funds and authorize the Superintendent of Schools to execute the agreements:

- a) Albany County Preschool
- b) Parsons Early Learning Center
- c) Woods Services

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Barbara Fraterrigo, Board Member
SECONDER:	Seema Rivera, Board Member
AYES:	Barber, Fraterrigo, Hayes, McManus, Gitto, Rivera, Horan, Slack, Towle-Hilt

E. Donations

Resolved, that the Board of Education accept the following donation:

- Chest freezer from Mr. Michael Pipa, FMS House Principal

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Judy Slack, Board Member
SECONDER:	Teresa Gitto, Board Member
AYES:	Barber, Fraterrigo, Hayes, McManus, Gitto, Rivera, Horan, Slack
ABSENT:	Towle-Hilt

II. Superintendent Action

A. Foreign Travel Approval

The following 2017-18 international trips for middle and high school students was approved:

A. High School - Grades 10-12

Quebec City, Canada - January 26-28, 2018 - Ms. Rant

B. Farnsworth Middle School - Grade 8 WLC

Montreal, Canada - March 28-29, 2018 - Ms. Coons, Ms. Baugh

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Seema Rivera, Board Member
SECONDER:	Barbara Fraterrigo, Board Member
AYES:	Barber, Fraterrigo, Hayes, McManus, Gitto, Rivera, Horan, Slack, Towle-Hilt

B. Co-Curricular Club Approval

The request to form a Farnsworth Middle School co-curricular club, Digital Photography with Mrs. Melissa Livingston, was approved.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Catherine Barber, Board Member
SECONDER:	Teresa Gitto, Board Member
AYES:	Barber, Fraterrigo, Hayes, McManus, Gitto, Rivera, Horan, Slack, Towle-Hilt

III. Board President Action

1. Board of Education Policy Review

The following policies were presented for adoption:

- 1230 Public Participation at Board Meetings
- 1500 Public Use of School Buildings and Grounds
- 1500-R Public Use of School Buildings and Grounds Regulation
- 1530 Smoking and Other Tobacco use on School Premises
- 2121 Board Member Qualifications
- 2120.1 Candidates and Campaigning
- 4320.2-R Music Instrument Program Regulation
- 4710-R Student Assessment and Grading Systems Regulation
- 6650-E Checklist for Audit of Claims
- 8121.1-R Opioid Overdoes Regulation

RESULT: DISCUSSED

2. Board of Education Policy Adoption- Amendment to Policy #2121

A motion was made to amend Policy #2121 *Board Member Qualifications* as follows:

6. may not be a current employee of the school district, ~~and~~ **except as permitted by law.**

7. may not simultaneously hold another incompatible public office.

~~No employee of the school district may be a member of the Board, except as permitted by law.~~

RESULT: ADOPTED [UNANIMOUS]
MOVER: Timothy Horan, Board Member
SECONDER: Barbara Fraterrigo, Board Member
AYES: Barber, Fraterrigo, Hayes, McManus, Gitto, Rivera, Horan, Slack, Towle-Hilt

3. Board of Education Policy Adoption- Amendment to Policy #1500-R

A motion was made to policy #1500-R *Public Use of School Buildings and Grounds Regulation* as follows:

O. ~~The use of fireworks is prohibited on school grounds.~~

RESULT: DEFEATED [4 TO 5]
MOVER: Christopher McManus, Vice President
SECONDER: Christine Hayes, President
AYES: Fraterrigo, Hayes, McManus, Gitto
NAYS: Barber, Rivera, Horan, Slack, Towle-Hilt

4. Board of Education Policy Adoption

The following policies were adopted:

- 1230 Public Participation at Board Meetings
- 1500 Public Use of School Buildings and Grounds
- 1500-R Public Use of School Buildings and Grounds Regulation
- 1530 Smoking and Other Tobacco use on School Premises
- 2121 Board Member Qualifications
- 2120.1 Candidates and Campaigning
- 4320.2-R Music Instrument Program Regulation
- 4710-R Student Assessment and Grading Systems Regulation
- 6650-E Checklist for Audit of Claims
- 8121.1-R Opioid Overdoes Regulation

Christopher McManus voted against the adoption of 1500-R Public Use of School Buildings and Grounds Regulation.

RESULT: ADOPTED [UNANIMOUS]
AYES: Barber, Fraterrigo, Hayes, McManus, Gitto, Rivera, Horan, Slack, Towle-Hilt

BOARD COMMITTEE REPORTS

Audit Committee

The committee has not met since the last Board of Education meeting. The next meeting is scheduled for November 30, 2017 at 8:15 a.m.

Business Practices Committee

The committee has not met since the last Board of Education meeting. The next meeting is scheduled for November 15, 2017 at 8:15 a.m.

Communications Committee

At the last meeting Superintendent Marie Wiles demonstrated a new form call "Issue Tracker" that Linda Van Auken created in Google Forms to keep track of issues that are raised by the board. The form would include various information about the status of work done on issues that a majority of the board indicates are worthy of study and potential future action. The form includes a place to describe the topic, the date it was discussed at a board of education meeting, where the issue was referred to (committee, DOT, resolved at meeting, on hold), which committee it went to and when, comments from the committee work, etc., when the issue was brought back to the board, etc. all the way to the point where the issue was resolved and/or closed. The district office would enter the data into the form; the summary of issues can be printed in a spreadsheet format and then shared with the board in a Friday communication, etc.

The other item on the committee agenda was a discussion with Robert Hendriks, a consultant who works with boards of education/school districts all across the state on a variety of topics including board development, strategic planning, capital project planning, superintendent searches, etc. Mr. Hendriks joined the meeting via Google Hangout. The discussion with him centered on the topic of healthy relationships and communication on a variety of levels but most immediately between and among board members and the district office team. Robert spent some time talking about the key relationship between the board of education and the superintendent. He spoke about the relationships among board members and how there is often not enough time to work on the relationship-building process. He spoke about the need to make a long-term commitment to think through how a board will work together, even when individuals may not agree on the particulars of a single issue. He spoke about the need for boards to have a vision of the future that they coalesce around that transcends "the issues of the day." He spoke about setting a standard for how board members and the district office team works together that would continue over time, even beyond the arrival and departure of individuals. Robert suggested that it would take at least two or three, three-hour sessions to work through a series of conversations to get us on the right track. These sessions could take place over three to four months.

The Board discussed the possibility of replacing the regularly scheduled board meeting on December 19 with a working session with Robert to cut down on the number of commitments being asked of board members. Should this first date work out, the board could then consider how to proceed.

A straw poll was taken to see who agreed with team building with Mr. Hendriks and replacing the regular December 19 meeting for a Board retreat:

Barbara Fraterrigo: Yes to meeting, Yes to using the December 19 date
Timothy Horan: Yes to meeting, No to using the December 19 date
Seema Rivera: Yes to meeting, Yes to using the December 19 date
Christine Hayes: No to meeting, No to using the December 19 date
Judy Slack: Yes to meeting, Yes to using the December 19 date
Catherine Barber: Yes to meeting, Yes to using the December 19 date
Teresa Gitto: No to meeting, No to using the December 19 date
Gloria Towle-Hilt: Yes to meeting, Yes to using the December 19 date

The majority of Board agreed to have a retreat with Robert Hendriks on December 19, 2017

The next Communications Committee meeting is scheduled for November 1 at 5:45 p.m.

Policy Committee

The committee meeting is scheduled for October 25 at 4:00 p.m.

BOARD ISSUES, IDEAS, AND SHARING

Mr. McManus thanked everyone and stated it was a pleasure to work with the Board and Administration.

Judy Slack gave credit to the art teachers and the students for the excellent display of art work throughout the schools and district offices.

Mrs. Slack thanked the Board and Administration and said she wished more people would go to the NYSSBA Annual Convention. She stated it is very interesting and informative.

Seema Rivera attended the closing ceremony of the Lynnwood Elementary's longhouse project. She said it was great and gave kudos to the staff and students.

Barbara Fraterrigo told the Board about the various seminars she attended at the NYSSBA Annual Convention and that the resolution for later high school start times passed overwhelmingly.

Teresa Gitto said she agreed with the middle school students going on a team building field trip, but it should be a meaningful field trip. She recommended they do community service or something along that line. She feels going to Flight is inappropriate.

Mr. Sanders was asked for an update on the Cobblestone School House. He said the attorneys are drafting a letter of recommendation to the Board.

PUBLIC COMMENT #2

Persons wishing to speak under the "Public Comment" section of the meeting should either contact the District Clerk (456-6200 X 3125) before the meeting OR fill out one of the Public Comment Forms, available on tables at both entrances to the meeting room, and return to the District Clerk.

Kim Blasiak thanked the Board for attending the NYSSBA Annual Convention. She also thanked the Board for the decision to solicit interested community members to fill the vacant Board of Education seat and stated the community did not know until tonight of the vacancy. She asked the Board to form a committee to interview prospective candidates and have a member of the PTA on it.

She then told the Board how disappointed she was that they were questioning whether to have a team building meeting. She said she understands about time restraints but they need to learn to work together and get along. They are here for the kids.

EXECUTIVE SESSION

- I. Proposed executive session, subject to Board approval

RESULT:	WITHDRAWN
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