

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

September 13, 2016
 High School - LGI Room
 7:00 PM

EXECUTIVE SESSION

A. Exec Session Roll Call

Executive Session Roll Call

Catherine Barber – Present
 Barbara Fraterrigo – Present
 Teresa Gitto – Present, Arrived at 6:27 pm
 Christine Hayes – Present
 Christopher McManus – Present
 Seema Rivera – Present
 Allan Simpson – Absent
 Judy Slack – Present
 Gloria Towle-Hilt - Present

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

B. Proposed executive session, subject to Board approval.

Approved the following resolution designating a professional to perform a medical exam of a particular person (Ed Law 913):

BE IT HEREBY RESOLVED, that the Board of Education of the Guilderland Central School District hereby designates Dr. Silverman as school medical inspector for the purpose of preparing a medical examination pursuant to Education Law Section 913 regarding an employee's capacity to perform his/her duties. The doctor's report shall be given to the Board of Education in executive session after the examination is complete.

BE IT FURTHER RESOLVED, that the Superintendent is delegated the authority to coordinate such examination.

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

CALL TO ORDER

Attendee Name	Title	St at us	Arr ived
---------------	-------	----------------	-------------

Linda Livingston	District Clerk	Present	
Teresa Gitto	Board Member	Present	
Catherine Barber	Board Member	Present	
Barbara Fraterrigo	Board Member	Present	
Christine Hayes	President	Present	
Christopher McManus	Vice President	Present	
Seema Rivera	Board Member	Present	
Allan Simpson	Board Member	Late	7:44 PM
Judy Slack	Board Member	Present	
Gloria Towle-Hilt	Board Member	Present	

CONSENT ITEMS

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

I. Minutes

- A. Board of Education - Regular Meeting - Aug 16, 2016 7:00 PM

II. CPSE & CSE Recommendations

III. Personnel Action

- A. PERSONNEL ACTION September 13, 2016

- A. Resignations - Instructional

1. Tara Attanasio, as a teaching assistant at Guilderland High School, effective August 19, 2016. Ms. Attanasio has been employed by the District since October 29, 2014.

2. Kristen Craig, as a teaching assistant at Guilderland Elementary School, effective August 26, 2016. Ms. Craig has been employed by the District since January 19, 2016.
3. Maynel DeCotes, as a teaching assistant at Farnsworth Middle School, effective August 31, 2016. Ms. DeCotes has been employed by the District since September 5, 1996.
4. Dylan Moss, as a teaching assistant at Farnsworth Middle School, effective August 17, 2016. Mr. Moss has been employed by the District since September 2, 2015.
5. Kelly Murphy, as a teaching assistant at Guilderland High School, effective September 1, 2016. Ms. Murphy has been employed by the District since September 1, 2007.
6. Alexandra Quivey, as a teaching assistant at Lynnwood Elementary School, effective August 16, 2016. Ms. Quivey has been employed by the District since January 5, 2015.

B. Appointments - Instructional and Probationary

BE IT RESOLVED, that the Board of Education of the Guilderland Central School District hereby accepts the recommendation of the Superintendent to appoint the following instructional employees. Eligibility for tenure as a classroom teacher or building principal is contingent upon his/her successful completion of the probationary term and having received composite or overall APPR ratings of either "Effective" or "Highly Effective" in at least three of the four preceding years, and a rating higher than "ineffective" in the final year of the probationary period.

1. Morgan Bell, as a probationary special education teacher at Guilderland High School, effective September 19, 2016 for a four (4) year term tentatively scheduled to conclude on September 18, 2020. This action revises Ms. Bell's previous tenure date.
2. Susan Bollentin, as a probationary art teacher at Guilderland High School and Farnsworth Middle School, effective September 1, 2016 for a four (4) year term tentatively scheduled to conclude on August 31, 2020. Ms. Bollentin holds Visual Arts, professional certification.
3. Carolyn Nash, as a probationary reading teacher at Westmere Elementary School, effective September 12, 2016 for a four (4) year term tentatively scheduled to conclude on September 11, 2020. Ms. Nash holds Literacy B-Gr. 6, initial certification.
4. Sara Salitan-Thiell, as a probationary school social worker at Farnsworth Middle School, effective October 17, 2016 for a four (4) year term tentatively scheduled to conclude on October 16, 2020. Ms. Salitan-Thiell holds School Social Worker, permanent certification.
5. Jessica Vennard, as a probationary elementary education teacher at Lynnwood Elementary School, effective September 14, 2016 for a four (4) year term tentatively scheduled to conclude on September 13, 2020. Ms. Vennard holds Childhood Education (Gr. 1-6), initial certification.

C. Appointments - Instructional - Not Probationary

BE IT RESOLVED, that the Board of Education of the Guilderland Central School District hereby accepts the recommendation of the Superintendent to appoint the following instructional employees:

1. Substitute Teachers, Substitute Nurses, Substitute Teaching Assistants

Megan Billings	Childhood Education/Special Education 1-6
Christine Coughlin	Childhood Education /Students with Disabilities
Anna Flores	B.A. English
Jocelyn Hayes	Early Childhood Education -B-2, Social Studies 7-12
Elissa Keruskie	Childhood Education, Early Childhood Education -B-2
Elizabeth Lupo-Tesoriero	Elementary Education-K-6
Dylan Moss	Special Education
Kevin Noonan	English Language Arts 7-12
Rebecca Phillips	Art, N (1-6)
Louis Regis	School Psychology /N,K-6
Jessica Schonning	Childhood Education, Early Childhood Education
Marie Smith	Registered Nurse
2. Gary Allocco, as a Drivers Education Teacher at Guilderland High School, effective September through January and from February through mid-June.

3. Angela Armstrong, as a teaching assistant at Guilderland High School, effective September 1, 2016. Ms. Armstrong holds Teaching Assistant Level I certification.
4. Michelle Cenci, as a part-time (.8 FTE) Special Education teacher and Math Specialist teacher at Guilderland Elementary School, effective September 1, 2016 through June 30, 2017. Ms. Cenci holds Students with Disabilites Gr. 1-6, initial certification and Childhood Education Gr. 1-6, initial certification.
5. Lisa Ciotto, as a teaching assistant at Guilderland High School, pending verification of certification, effective September 1, 2016.
6. Patricia Hoffman, as a part-time teaching assistant at Westmere Elementary School, effective September 8, 2016. Ms. Hoffman holds Pre-K, K and Gr. 1-6, permanent certification.
7. Sharmila Kadajji, as a part-time teaching assistant at Pine Bush Elementary School, effective September 1, 2016. Ms. Kadajii holds Teaching Assistant, Level 1 certification.
8. Amy Miller, as a part-time teaching assistant at Altamont Elementary School, effective September 1, 2016. Ms. Miller holds Teaching Assistant, Level 1 certification.
9. Megan Mills, as a part-time (.5 FTE) Reading teacher at Guilderland Elementary School, effective September 1, 2016 through June 30, 2017. Ms. Mills holds Literacy B-6, initial certification.
10. Cynthia Pachucki, as a temporary, part-time (.5 FTE) English teacher at Farnsworth Middle School, effective September 1, 2016 through June 30, 2017. Ms. Pachucki holds English Language Arts 7-12, initial certification.
11. Thomas Willette, as a teaching assistant at Guilderland High School, effective September 1, 2016. Mr. Willette holds School Administrator/Supervisor, permanent certification.
12. 2016-2017 Teacher Leader(s)
Program Leader, 9th Grade Transition Stacey Haas
13. PM School Tutors:
Curtis Snyder
Teresa Wood-Irvin
Annette Sebuyira
James Corona
Brenna Autrey
Lauren Anderson
Jill Dugan
Suzanne Putorti

D. Resignations - Non-Instructional

1. James Jeram, as a bus driver in the Transportation Department, effective August 24, 2016. Mr. Jeram has been employed by the District since September 2008.
2. Richard Schlierer, as a bus driver in the Transportation Department, effective August 30, 2016. Mr. Schlierer has been employed by the District since September 2008.
3. Marisa Weeks, as an aide/monitor at Westmere Elementary School, effective August 10, 2016. Ms. Weeks has been employed by the District since November 2, 2015.
4. Robert C. Zwack, a custodial worker in the Maintenance Department, is resigning for the purpose of retirement, effective November 30, 2016. Mr. Zwack has been employed by the District since November 10, 1986.

E. Appointments - Non-Instructional

1. Jessica Aliff, as a part-time food service worker in the Food Service Department, effective September 6, 2016. The probationary period for this appointment is fifty-two (52) weeks.
2. Sean Cuomo, as a Building Maintenance Person/Custodial Worker, effective August 29, 2016. The probationary period for this appointment is fifty-two (52) weeks.
3. Kate Gawrys, as a probationary District Wellness Coordinator (SD) effective September 1, 2016. The probationary period for this appointment is fifty-two (52) weeks.
4. Richard Green, as a school bus driver in the Transportation Department, effective September 1, 2016. The probationary period for this position shall be fifty-two (52) weeks.

5. Ronald Holliday, as a probationary computer technician, effective September 6, 2016. The probationary period for this appointment is fifty-two (52) weeks, in compliance with Albany County Civil Service regulations.
6. Kathy Lounsbury, as a temporary aide/monitor at Guilderland High School, effective September 7, 2016 through December 23, 2016.
7. John Noppa, as a school bus driver in the Transportation Department, effective September 1, 2016. The probationary period for this position shall be fifty-two (52) weeks.
8. Michelle Sanchez, as a part-time aide/monitor at Altamont Elementary School, effective September 6, 2016. The probationary period for this appointment is fifty-two (52) weeks.
9. Diane Schipano, as a floater school bus attendant in the Transportation Department, effective September 1, 2016. The probationary period for this position shall be fifty-two (52) weeks.
10. Chad Sheffer, as a provisional computer technician trainee, effective September 1, 2016, in compliance with Albany County Civil Service regulations.
11. Stephen Vagianelis, as a floater school bus driver in the Transportation Department, effective September 1, 2016. The probationary period for this position shall be fifty-two (52) weeks.
12. Teresa Tran, as a floater school bus driver in the Transportation Department, effective September 1, 2016. The probationary period for this position shall be fifty-two (52) weeks.
13. Karen Ward, as a floater school bus driver in the Transportation Department, effective September 1, 2016. The probationary period for this position shall be fifty-two (52) weeks.
14. Linda Womack, as a temporary aide/monitor at Farnsworth Middle School, effective September 7, 2016 through December 23, 2016.
15. Student Videographer(s):
Matthew Creighton

F. Requests for Leave of Absence

1. Sean Cuomo, as a bus driver in the Transportation Department, is requesting a professional leave of absence from his bus driver position from September 1, 2016 through November 30, 2016.
2. Amy Miller, as a bus driver in the Transportation Department, is requesting a professional leave of absence from her bus driver position from September 1, 2016 through November 30, 2016.

G. Termination(s):

1. Samantha Valentino-Cox, as a teaching assistant at Guilderland High School, effective September 1, 2016. Ms. Valentino-Cox was appointed on the August 16, 2016 agenda and did not report for work on September 1, 2016.
2. Jacquelynne Taylor, as an aide/monitor at Pine Bush Elementary School, effective September 7, 2016. Ms. Taylor did not report for work on September 7, 2016.

H. Emergency Fingerprint Clearance

1. William Melendez substitute bus driver

I. Substitute Aides, Monitors, Bus Attendants, Bus Drivers, Food Service Workers, Cooks, Clerical Workers, Custodial Workers, Messengers, Auto or Maintenance Mechanics or Accountants:

- | | | |
|----|------------------|-----------------------------|
| 1. | Joseph Perry | substitute bus driver |
| 2. | William Melendez | substitute bus driver |
| 3. | Jessica Glass | substitute custodial worker |
| 4. | Caitlin Jarrett | substitute custodial worker |
| 5. | Nino Tortorici | substitute custodial worker |

INFORMATION ITEMS

I. Curriculum & Instruction Information

A. Including All Learners

The district's commitment to including all learners continues. During the summer months teachers and administrators at Guilderland High School and Farnsworth Middle School primarily were actively engaged in professional and curriculum development projects aligned to this ongoing commitment. Over 80 curriculum projects were completed with the vast majority focused on new collaborative teaching partnerships.

The District also had a team of teachers and administrators attend Syracuse University's Annual Inclusion Leadership Institutes. Lisa Knowles, Marcia Ranieri and Demian Singleton presented our journey and work thus far. Another highlight was the presentation by Dr. Villa. Dr. Villa is a nationally recognized researcher and author. His book, Creating an Inclusive School was selected last year for a book study by our high school and middle school administrative teams. I have included with your materials a copy of an article published by Dr. Villa which briefly explores 10 conclusions from research of rationales for developing inclusive learning environments. The article closes with two critical questions which I would ask board members to ponder once you have read the article.

Next Steps: To continue our efforts and support our teachers who have committed to collaborative teaching practices, especially at grade 9, the district has initiated a partnership with The Center for Applied Special Technology (CAST). CAST is located a short distance north of Boston. CAST is a nonprofit education research and development organization that works to expand learning opportunities for all individuals through a heavily researched framework called Universal Design for Learning (UDL). UDL is a framework to improve and optimize teaching and learning for all people based on scientific insights into how humans learn. Our co-teachers from GHS and FMS will be participating in a focused session with a team from the CAST organization to learn more about the UDL frameworks and how they are best applied to meet the needs of a range of learners. We will follow up with all teachers on November 8, our first Superintendent's conference day. To learn more about CAST and UDL, you can visit their website (www.cast.org <<http://www.cast.org>>) and there you can see a brief *UDL At A Glance* video on YouTube. Instructional leaders will also be engaged in learning with CAST through a series of web conferences.

Dr. Julie Causton will be returning to Altamont Elementary School on November 2 and 3. Altamont has made significant strides in becoming more inclusive of students with disabilities who had been previously self-contained. She will be working with teachers on instructional strategies and use of adaptive technologies.

RESULT: DISCUSSED

B. Technology Improvements via the Capital Project

Our classroom technology upgrades at all elementary schools and our high school have been vastly completed. New projection systems were installed in all classroom spaces which will be a tremendous improvement. A few minor adjustments remain, but the work is essentially completed and we are thrilled thus far with the upgrades. Thanks to the BOE and the community for their support.

RESULT: DISCUSSED

II. School Business Information

A. Fire Inspections

The annual fire inspection reports have been completed. There were no areas of non-compliance noted. The reports are available for public inspection at the District Offices.

RESULT: DISCUSSED

B. 2015-16 Independent Audit Process

The annual financial audit of the 2015-16 fiscal year is nearly complete. The public presentation and acceptance of the audit report is tentatively scheduled for the October 4, 2016 Board meeting.

RESULT: DISCUSSED

C. Water Testing for Lead

On September 6, Governor Cuomo signed legislation mandating that all public schools across the state test drinking water for lead contamination. Pursuant to that legislation, the New York State Department of Health immediately issued emergency regulations for schools to follow. The legislation and regulations specify sampling and testing requirements, a timeline for collecting samples, a contamination action threshold, required remediation efforts, public and agency notification, recordkeeping, enforcement and cost assistance.

Sampling and Testing Requirements

Any water fixture (i.e outlet) currently or potentially used for drinking or cooking purposes including, but not limited to, drinking fountains and faucets must be tested. A sample of 250 milliliters must be collected from a cold water outlet before any water is used. The water shall be motionless in the pipes for a minimum of 8 hours, but not more than 18 hours, before collection. Samples shall be taken again in 2020 and at least every 5 years thereafter.

Timeline for Collecting Samples

For any school serving children in any of the levels from pre-kindergarten through grade 5, the collection of samples is to be completed by September 30, 2016. For any school serving children in any of the levels from grades 6 through 12, that are not also serving students in any of the levels pre-kindergarten through grade 5, and all other applicable buildings, collection of samples is to be completed by October 31, 2016.

Contamination Action Threshold

Samples exceeding 15 parts per billion; more stringent than the EPA drinking water standard of 20 parts per billion, requires a remediation response.

Remediation Response

If the lead concentration exceeds 15 parts per billion, the school must prohibit use of the water outlet until a lead remediation plan is implemented and test results indicate that lead levels are at or below the action level. During this time, the school must provide building occupants with an adequate supply of water for drinking and cooking.

Public and Agency Notification

The school shall make available, on the school's website, the results of all lead testing performed and lead remediation plans implemented as soon as practicable, but not more than 6 weeks after the school receives the laboratory reports. Within 10 business days of receipt of laboratory reports, the school shall report test result data to the NYS Health Department, County Health Department, and State Education Department. If a sample exceeds the action level, the result must be reported to the county health department within one business day of receipt of the lab report. In addition, the school must notify, in writing, all staff and all persons in parental relation to students of the test results as soon as practicable but no more than 10 business days after the receipt of the laboratory reports. By October 31, 2016, the school district shall make available on its website a list of all buildings that are determined to be lead free. No later than November 11, 2016, the school district shall enter sampling results into a designated statewide electronic reporting system.

Recordkeeping

The school district shall retain all records of test results, lead remediation plans, and determinations that a building is lead free for a period of 10 years.

Enforcement

Upon reasonable notice, an officer or employee of the NYS Department of Health or county health department may enter any building for the purpose of determining compliance with the regulations. If a school is found not to be in compliance, the respective Health Department(s) may take any action authorized by law, including but not limited to, the assessment of civil penalties.

Cost Assistance

Included in the legislation is an amendment to Education Law that will permit school districts to receive Building Aid for testing and, over the next three years, associated installation of filters and/or other effective remedial measures provided the remediation efforts have been approved by a professional with expertise in water quality and remediation. Building Aid will cover a portion of the costs incurred by schools for testing and remediation.

District Testing Protocol

The district will be contracting with a qualified professional to conduct the required sampling in all of our school buildings. Each building will need to be “mapped” with each outlet’s (faucet, water fountain, etc.) location, description, and code in order to match the sample with the result. Sampling will need to occur after hours or on weekends to ensure the water is motionless in the pipes for at least 8 hours but not more than 18 hours as required. Once the samples are collected, they will be sent to a lab approved to perform such analyses by the NYS Department of Health.

Preliminary Sampling Completed by the District

Over the summer, knowing that the legislation had been approved with regulations yet to be developed, the district elected to take a total of 19 water samples from kitchen sinks, drinking fountains, and water bottle filling stations across all school buildings with the exception of Pine Bush Elementary (due to the more recent construction date of that building). Although all the samples were below the 15 parts per billion action level, the district decided to re-pipe all of the kitchen sinks with any measurable results to eliminate any potential source of lead contamination. These test results and corresponding remediation plans will be posted to the district’s website shortly.

RESULT: DISCUSSED

III. Superintendent Information

A. Opening of School

Dr. Wiles said the opening of the 2016-2017 school year was exceptionally smooth. She thanked all the colleagues who worked together to make sure that “all systems” were a go on our first days of school! Our physical plant was gleaming, and our faculty was more than ready for their new students to arrive. Our students arrived with plenty of smiles, stacks of school supplies, ready and willing to learn.

RESULT: DISCUSSED

B. Capital District School Boards Association Event

The State Education Commission MaryEllen Elia will be the speaker at the Tuesday, September 27, 2016 CAPSBA event. An invitation was recently sent to all board members. Board members were asked to confirm with the board clerk if they will be attending.

RESULT: DISCUSSED

C. 2016-2017 Board of Education Meeting Program Reports - Topics

Dr. Wiles gave some topic suggestions for the 2016-17 program reports; an update on the students with disabilities inclusion program, update on the new STEM program at the High School or the new innovative instructional technology programs across the district. Board Members also shared their ideas; middle school STEM and technology programs, college and career readiness programs, and Reading Recovery were suggested. A suggestion was made to look back over the last few years to see what disciplines we have not heard from or wanted updates on. Another suggestion was to look at areas where we know students are struggling and present our efforts to address those struggling. A suggestion to include students in the program report presentations was also made.

RESULT: DISCUSSED

IV. Board President Information

A. New York State Boards Association (NYSSBA) - Proposed Bylaw Amendments & Resolutions Book

Board members should have recently received by e-mail the 2016 Proposed Bylaw Amendments & Resolutions that will be voted on at the fall convention in October 2016.

Amendments and rebuttal statements to resolutions must be received in the NYSSBA office by 5:00 p.m. on Monday, September 19, 2016, in order to be included in NYSSBA's 2016 Voting Delegates Guide - Proposed Bylaw Amendments & Resolutions for the Annual Business Meeting.

A survey of the proposed amendments and resolutions will be prepared and shared with each Board member to complete for use by the board of education voting delegate at the NYSSBA convention. The results will be collected and shared at the October 18 board meeting. Board member Barbara Fraterrigo is the voting delegate for the 2016 Convention to be held in Buffalo on October 27-29, 2016.

RESULT: DISCUSSED

B. Board of Education Policy Review

The following policies and regulations were presented for review:

- 4320.2 Music Instrument Program
- 4320.2-R Music Instrument Program
- 4321 Programs for Students with Disabilities
- 4321.1 Allocation of Space for Special Education Programs and Services
- 4321.2 Preschool Special Education
- 4321.3 Independent Educational Evaluations
- 4321.3-R Independent Educational Evaluations Regulation
- 4321.4 Impartial Due Process Hearings/Selection of Impartial Hearing Officer
- 4321.4-R Impartial HO Appointment & Compensation Regulation
- 4321.5 Individualized Education Program Distribution
- 4531 Field Trips and Excursions
- 4531-R Field Trips and Excursions Regulation
- 4773 Individualized Education Program Diplomas
- 5020.3 Students with Disabilities Pursuant to Section 504

Deleting from manual:

- 5020.3-E Students with Disabilities Pursuant to Section 504 Exhibit (Deleting)

RESULT: DISCUSSED

ACTION ITEMS

I. School Business Management Action

A. Designation of depository bank

Resolved, that upon the completion of the acquisition and merger of First Niagara Commercial Bank with KeyCorp, KeyBank is hereby designated as the depository for the following accounts:

- General Fund Account
- Payroll Account
- Trust & Agency Account
- School Lunch Account
- School Store Account
- Extraclassroom Accounts:
 - High School
 - Middle School
 - Altamont Elementary
 - Guilderland Elementary
 - Lynnwood Elementary
 - Pine Bush Elementary
 - Westmere Elementary
- Capital Fund Account
- Federal Fund Account
- Memorial Fund Account
- Reserve and Private Trust Accounts

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

B. Service Agreements

Resolved, that the Guilderland Central School District approves the following service agreements and authorizes the Superintendent of Schools to execute the agreements:

- Parsons Child and Family Center for Special Education Services
- South Colonie CSD Intermunicipal Agreement for Alternative Education Services

RESULT: ADOPTED [UNANIMOUS]
MOVER: Gloria Towle-Hilt, Board Member
SECONDER: Christopher McManus, Vice President
AYES: Gitto, Barber, Fraterrigo, Hayes, McManus, Rivera, Slack, Towle-Hilt
ABSENT: Simpson

C. Speech Therapy Provider Agreement

Resolved, that independent contractor Kathleen T. Lansing provide speech therapy for students with disabilities during the 2016-17 school year at the rate of \$55.00 per hour and authorize the Superintendent of Schools to execute the agreement.

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

D. Capital Area Health Insurance Consortium Trust Agreement

WHEREAS, Guilderland Central School District is a member of the Capital Area School Health Insurance Consortium (“CASHIC”); and

WHEREAS, the Board of Trustees of CASHIC seeks to adopt a revised Trust Agreement, to clarify certain provisions and ensure the continued effective operation of CASHIC;

NOW, THEREFORE, due deliberation having been had, **BE IT RESOLVED**:

That the Guilderland Central School District hereby consents to the adoption of the Trust Agreement proposed by CASHIC’s Board of Trustees.

That Neil T. Sanders be authorized to execute the Written Consent provided by CASHIC’s Board of Trustees.

That one (1) certified copy of this Resolution be prepared and sent, along with the executed Written Consent, to CASHIC’s attorneys at the following address:

Gleason, Dunn, Walsh & O’Shea
40 Beaver Street
Albany, New York 12207

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

E. Retainer Agreement

Resolved, that the Honeywell Law Firm represent the Guilderland Central School District in the negotiations with the Guilderland Teachers’ Association at the rate of \$160 per hour not to exceed \$15,000 for any and all services directly related to negotiating a successor agreement up to and including mediation.

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

F. Addendum to Lease Agreement with Victory Child Care Inc.

WHEREAS, the Guilderland Central School District (“District”) and Victory Child Care, Inc. (“Victory”) are parties to a lease agreement dated July 5, 2016 (“Lease Agreement”); and,

WHEREAS, the parties wish to amend the Lease Agreement pursuant to Paragraph 20 of the Lease Agreement; and,

WHEREAS, the parties wish to amend the Lease Agreement to provide each party with flexibility regarding space needs of each party and any space changes on rent due under the Lease Agreement.

IT IS HEREBY AGREED AS FOLLOWS:

1. Paragraph "1" of the Lease Agreement is amended to add the following provision:

"The parties recognize that the enrollment needs of the District and Victory may fluctuate on an annual basis as it pertains to the use of six classrooms during the school year as set forth in the first paragraph. In the event the District determines that it will not have sufficient space to provide one or more of the above six classrooms in any given school year, it shall so notify Victory in writing no later than August 1st of each year of the lease of the reduction in the number and location of room(s) which will be made available. In the event Victory determines that its needs based on enrollment are such that it does not need one or more of the above six classrooms in a given school year, it shall so notify the District in writing no later than August 1st of each year of the lease of the reduction in number and location of room(s). Upon agreement of the parties that a mutual benefit results from a change in the number rooms to be leased, the rent required by paragraph "5" of this Agreement shall be adjusted accordingly utilizing the per room rental fee. In addition, should the anticipated needs of Victory change during the school year and previously reduced room space is requested, Victory may request to commence such use during the school year of the room(s) subject to the agreement of the District that such room(s) can be made available. In such case, the rent in paragraph "5" shall be pro-rated for the portion of the school year the room(s) are utilized by Victory. For the 2016-2017 school year, the above variances may be agreed upon up to September 30, 2016."

2. This Amendment shall be effective September 1, 2016.
3. All other provisions of the Lease Agreement remain unchanged.
4. The Amendment is subject to approval by the Board of Education.

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

G. Rock Salt and Environmentally Safe Ice Melt Bid Award

Sealed bids duly advertised were opened on September 6, 2016, for Rock Salt and Environmentally Friendly Ice Melt for the 2016-2017 school year. Seventeen (17) vendors were solicited; four (4) responded with the results below:

<u>Vendor</u>	<u>Rock Salt</u>	<u>Ice Melt</u>
SiteOne Landscape Supply	\$4.75	\$7.91
Robinson Hardware	\$4.95	\$12.75 ^(a)
WB Mason Co., Inc.	\$6.99	\$8.29
Perk Products and Chemical	\$10.95	\$12.95

Footnote:

- (a) Bidder disqualified for failure to meet specifications

Note: Rock Salt and Ice Melt are used to melt snow and ice on our sidewalks and walkways at all of our district buildings. Rock Salt is designed for asphalt surfaces while Ice Melt is used on concrete. During a typical winter, we expect to use 400 bags of Rock Salt and 850 bags of Ice Melt.

Recommendation:

RESOLVED, that an analysis of the bids by Clifford Nooney, Director of Facilities, and me indicates that the award for Rock Salt and Environmentally Friendly Ice Melt be made to SiteOne Landscape Supply, the low bidder meeting specifications.

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

H. Dual Purpose Copy Paper Bid

Sealed bids duly advertised were opened on August 31, 2016 for Dual Purpose Copy Paper. Seven (7) vendors were solicited; three (3) responded with the results noted below:

Vendor	Amount
W. B. Mason Company, Inc.	\$55,112.40
Veritiv Operating Company	\$55,868.40
Liberty Paper	\$56,498.40

Note: This paper supply bid is for 2520 cases of 8 1/2 x 11 white paper. The awarded vendor is obligated to make three separate deliveries of 840 cases each during the school year. This paper is used by all the schools in the district.

Recommendation:

RESOLVED, That the award for the Dual Purpose Copy Paper be made to W. B. Mason Company, Inc., the low bidder meeting specifications.

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

I. Change Orders

Resolved, That the Board of Education approve the following change orders for the capital construction project:

<u>High School</u>		
Bunkoff General Contractors	GCCO-23	\$152,000.00
Replacement of East Parking Lot pavement and line striping		

Westmere Elementary
Bunkoff General Contractors GCCO-24 \$50,287.50
Replacement of additional parking lot pavement and line striping.

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

J. Donations

Resolved, that the Guilderland Central School District accept the following donations:

- eight backpacks and school supplies from School Systems Federal Credit Union
- 50 backpacks and school supplies from the Guilderland YMCA
- 25 backpacks from State Employees Federal Credit Union
- a \$10,000 monetary donation toward the replacement of the football field /track sound system from Lia Auto Group, Inc.

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

K. Emergency Pesticide Application- Supplement

RESOLVED, that the Board of Education hereby determines that grubs located on the Guilderland Central School District athletic fields warrants an emergency application of pesticide to protect public health in accordance with Education Law Section 409-K.

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

II. Superintendent Action

A. Certification of Qualified Lead Evaluators for Teachers - APPR

BE IT RESOLVED THAT, *Thomas Lutsic, Michael Laster, Peter Brabant, Allan Lockwood, Alicia Rizzo, Christopher Sanita, Beth Bini, and Lisa Knowles* are hereby certified as a Qualified Lead Evaluators of teachers having successfully completed the training requirements prescribed in 8 NYCRR §30-2.9(b), including:

- (1) The New York State Teaching Standards, and their related elements and performance indicators/the Leadership Standards and their related functions;
- (2) Evidence-based observation techniques that are grounded in research;
- (3) Application and use of the student growth percentile model and the value-added growth model as defined in 8 NYCRR §30-2.2;

(4) Application and use of the State-approved principal rubric selected by the Guilderland C.S.D. for use in the evaluations of teachers, including training on the effective application of such rubrics to observe a teacher’s practice;

(5) Application and use of the assessment tools that the Guilderland C.S.D. utilizes to evaluate its teachers, including, but not limited to classroom observations, review of collected artifacts/evidence, teacher improvement goals, student growth goals, etc;

(6) Application and use of the State-approved locally selected measures of student achievement used by the Guilderland C.S.D. to evaluate its teachers;

(7) The scoring methodology utilized by the Department and the Guilderland C.S.D. to evaluate a teacher under 8 NYCRR Subpart 30-2, including:

- (a) how scores are generated for each subcomponent and the composite effectiveness score of teachers, and
- (b) application and use of the scoring ranges prescribed by the Commissioner for the four designated rating categories used for the overall rating of teachers and their subcomponent ratings; and

(8) Specific considerations in evaluating teachers of English language learners and students with disabilities.

This certification has been issued in accordance with the process for certifying lead evaluators described in the Guilderland Central School District’s annual professional performance review plan.

(Signature of School District/BOCES Board President)

Date Adopted

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

B. Certification of Qualified Lead Evaluator for Building Principals - APPR

BE IT RESOLVED THAT, Marie Wiles, Ph.D. is hereby certified as a Qualified Lead Evaluator of building principals having successfully completed the training requirements prescribed in 8 NYCRR §30-2.9(b), including:

- (1) The New York State Teaching Standards, and their related elements and performance indicators/the Leadership Standards and their related functions;
- (2) Evidence-based observation techniques that are grounded in research;
- (3) Application and use of the student growth percentile model and the value-added growth model as defined in 8 NYCRR §30-2.2;
- (4) Application and use of the State-approved principal rubric selected by the Guilderland C.S.D. for use in the evaluations of building principals, including training on the effective application of such rubrics to observe a principal’s practice;
- (5) Application and use of the assessment tools that the Guilderland C.S.D. utilizes to evaluate its building principals, including, but not limited to school visits, review of collected

artifacts/evidence, building principals' goals, etc;

- (6) Application and use of the State-approved locally selected measures of student achievement used by the Guilderland C.S.D. to evaluate its principals;
- (7) The scoring methodology utilized by the Department and the Guilderland C.S.D. to evaluate building principal under 8 NYCRR Subpart 30-2, including:
 - (a) how scores are generated for each subcomponent and the composite effectiveness score of building principals), and
 - (b) application and use of the scoring ranges prescribed by the Commissioner for the four designated rating categories used for the overall rating of building principals and their subcomponent ratings; and
- (8) Specific considerations in evaluating building principals of English language learners and students with disabilities.

This certification has been issued in accordance with the process for certifying lead evaluators described in the Guilderland Central School District's annual professional performance review plan.

(Signature of School District/BOCES Board President)

Date Adopted

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

C. Contract Ratification: Guilderland Office Workers' Association

BE IT RESOLVED, that the Board of Education authorizes the Superintendent of Schools, Marie Wiles, Ph.D., to execute the proposed Memorandum of Agreement between the Guilderland C.S.D. and the *Guilderland Office Workers' Association* of the Guilderland C.S.D. for the duration of the collective bargaining agreement, July 1, 2016 to June 30, 2019.

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

D. Memorandum of Agreement

BE IT RESOLVED, that the Board of Education authorizes the Superintendent of Schools, Marie Wiles, Ph.D., to execute the proposed Memorandum of Agreement between the Guilderland C.S.D. and the Guilderland Teachers' Association and Kay Dubose for the 2016-17 school year.

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

E. Contract Ratification: Guilderland Teaching Assistants' Association

BE IT RESOLVED, that the Board of Education authorizes the Superintendent of Schools, Marie Wiles, Ph.D., to execute the proposed Memorandum of Agreement between the Guilderland C.S.D. and the **Guilderland Teaching Assistants' Association** of the Guilderland C.S.D. for the duration of the collective bargaining agreement, July 1, 2016 to June 30, 2019.

RESULT:	ADOPTED [8 TO 0]
MOVER:	Gloria Towle-Hilt, Board Member
SECONDER:	Judy Slack, Board Member
AYES:	Gitto, Barber, Fraterrigo, Hayes, McManus, Rivera, Slack, Towle-Hilt
ABSTAIN:	Simpson

III. Board President Action

A. Non-Resident Transportation

TRANSPORTATION RESOLUTION

WHEREAS, the Guilderland Central School District (“School District”) has a policy of admitting students who are the children of non-resident employees of the School District (See Policy No. 5152); and,

WHEREAS, Policy 5152 provides that the transportation of all non-resident students is the responsibility of the parents and not the School District; and,

WHEREAS, the Superintendent and Board have recently learned that, on occasion, the children of non-resident employees who attend the School District as non-resident students have been provided transportation within District (e.g. able to be picked up and returned to a location within the School District) and not been responsible to transport their children to and from the school of attendance; and,

WHEREAS, the Superintendent and Board wish to accommodate the non-resident students of employees for the 2016-2017 school year while a more complete study of the situation is undertaken in terms of what adjustments, if any, are appropriate to policy.

IT IS HEREBY RESOLVED:

1. The requirement set forth in Policy 5152 for the parents of non-resident students to provide complete transportation of children to and from the school of attendance is waived for the children of non-resident employees who attend the School District in the 2016-2017 school year. This waiver is effective for the entire school year.

2. Provided that no bus stops are added to existing transportation runs and there is no additional cost to the district, the non-resident students of non-resident employees may be picked up and returned to addresses or locations that are within the boundaries of the School District consistent with the transportation of resident students (e.g. subject to the same planning for pick-up locations, etc.). The parents remain fully responsible for transporting their children as non-resident students to and from these established locations within the School District.

3. All such non-resident students who are transported on District vehicles will continue to be governed by the requirements of Student Transportation as set forth in Policy 8410. To the extent necessary, this Policy is modified for the 2016-2017 school year only to permit the within District transportation of non-resident students who are the children of non-resident employees.

4. During the 2016-2017, the Superintendent of Schools and Board of Education shall review existing policies to determine what changes, if any, may be necessary and appropriate concerning this situation.

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

BOARD COMMITTEE REPORTS

Audit Committee

The next meeting has been scheduled for September 19 at 8:00 am at the District Offices.

Business Practices

The next meeting has been scheduled for September 15 at 8:00 am at the District Offices.

Communications Committee

Gloria Towle-Hilt was elected Chair of the committee.

Dr. Singleton, Assistant Superintendent for Curriculum and Instruction brought copies of several samples of strategic plans for the committee to review and discuss. The committee discussed the value of creating a plan to help define the priority action areas for the district and expressed interest in bringing a recommendation to the board after having a chance to review the materials shared.

The Committee also discussed ideas about hosting a workshop on the budget development process for the board and community. The purpose of the workshop would be to provide information about the processes that leads up to the recommendations that come from the leadership team to the board of education. The committee also discussed the need for a more detailed template/worksheet to structure and guide the budget discussions with the board near the end of the development process. The committee asked Assistant Superintendent for Business Neil Sanders and Superintendent Marie Wiles to think about what such a workshop might look like and share some ideas with the committee when it next meets.

The committee continued its discussion of hosting listening tours this fall. Dr. Singleton suggested that the listening tour be tied to strategic planning efforts as a way to provide a structure and specific questions for those who attend. Demian Singleton, Aubree Kammler and Gloria Towle-Hilt will meet to define questions for the listening tour and a timeline for a strategic planning initiative as a means to link the two events together.

The final discussion was about creating guidelines for Board members when asking for information (i.e. requiring extensive research) from Administrators. The committee would like feedback from the Board-should it be based on providing a rationale statement to the Board President or Superintendent, or should it be based on if the majority of the Board wants the information?

The next committee meeting has been scheduled for September 20 at 5:45 p.m. at the District Offices.

Policy Committee

The next meeting has been scheduled for October 5 at the District Offices.

BOARD ISSUES, IDEAS, AND SHARING

Judy Slack said NYS Education Commissioner MaryEllen Elia will be the speaker at the September 27 Capital Area School Boards Association meeting. She asked all Board members to try to attend as this is an important event and would like to have a large showing from the Guilderland Central School District.