

MENANDS UNION FREE SCHOOL DISTRICT

19 Wards Lane  
Menands, NY 12204

**BOARD OF EDUCATION**

**June 11, 2018**

**5:30 p.m. Workshop Meeting - Capital Project**  
*(CSArch and Bernard Donegan's office will be present)*

**Regular Meeting - 6:30 p.m.**

PLEASE NOTE: During the Public Comment Sessions, members of the community may address the Board on agenda and non-agenda items. The Board President may limit remarks of individual speakers to a reasonable time. Speakers must identify themselves and the topic on which they would like to make remarks.

**1. MEETING CALLED TO ORDER**

**2. MOTION TO ENTER PUBLIC SESSION**

Motion: Mrs. Wilson

Ayes: 4

Second: Mr. Diefenderfer

Nays: 0

Time: 6:34 p.m.

**3. ROLL CALL**

Mr. Masline Present

Mrs. Wilson Present

Mr. Pustay Present

Mr. Nevins Present

Mr. Diefenderfer Present

**4. PLEDGE OF ALLEGIANCE**

**5. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS**

Just a reminder for those members of the public in attendance. This is one of two opportunities afforded members of the public to comment on or inquire about agenda items. Members of the public also have an opportunity at the end of the evening's agenda to ask questions or voice concerns or comments on matters not formally noted on the agenda. We appreciate everyone's cooperation.

**6. APPROVAL OF MINUTES**

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School

District accept the minutes of the May 14, 2018 meeting.

Motion: Mrs. Wilson

Ayes: 4

Second: Mr. Diefenderfer

Nays: 0

## **7. BUSINESS MATTERS**

### **Discussion Items**

- **Update BOE/District Goals** - Dr. Long spoke to the Board about future District goals which included the increased use of social media as a means for school communications. Dr. Long presented a test version of what will be the new Menands School website the was developed by BOCES Communications Services.
- **Superintendent's Evaluation** - Dr. Long updated the Board on the progress and status of her Superintendent's Evaluation.
- **School Lunch** - A discussion led by Dr. Long about school lunches and prices took place as a result of a recent Audit Committee meeting. School lunch prices have not increased since 2012 and the number of students participation in the lunch program has increased in 2012. An increase of 10 cents for the cost of school lunch only was raised and will be addressed at the July re-organizational meeting.

### **Business Office for Information**

Enclosed for the information of the Board are copies of warrant #'s **67, 69, 70 and 72 Fund A, 5 and 6 Fund EC and 10 and 11 Fund H** for the month of May 2018.

### **Business Office for Approval**

#### **Treasurer's Report**

Enclosed is the Treasurer's Report for the month May 2018.

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District approve the Treasurer's Report for the month May 2018.

Motion: Mr. Diefenderfer

Ayes: 4

Second: Mr. Pustay

Nays: 0

### **Disposal of Items**

Superintendent's Recommendation: That the Board of Education in accordance with district policy 6900 authorize the disposition of various obsolete/damaged library books which cease to be of use to the district. A list of items is attached.

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District approve the disposal of the obsolete/damaged library books which cease to be of use to the district.

Motion: Mr. Pustay  
Second: Mr. Nevins

Ayes: 4  
Nays: 0

## 8. **POLICY**

### **Second Final Reading of Policy**

*Prior to the resolution Dr. Long recommended to the Board that Policy #8505 be moved to a Final reading as opposed to going forth with the second reading due to the time sensitive nature of it's passing (policy #8505 - charging school meals needs to be in place by July 1, 2018. The next BOE meeting is not until July 9th). The BOE moved with the Final Reading of Policy #8505 as per Dr. Long's recommendation.*

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District, upon recommendation of the Policy Committee, forego the Second reading of the following policy approve as the Final reading:

- a. Charging School Meals - #8505

Motion: Mr. Nevins  
Second: Mrs. Wilson

Ayes: 4  
Nays: 0

### **Final Reading of Policies**

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District, upon recommendation of the Policy Committee, approve the Final reading of the following policies:

- b. Programs for Students with Disabilities - #4321
- c. Provisions of Special Ed. Services in the Restrictive Environment - #4321.1
- d. School-Wide Approaches and Interventions - #4321.2
- e. Confidentiality and Access to Individualized Education Programs, Individualized Education Services programs and Service Plans - #4321.5
- f. Availability of Alternative Format Instructional Materials for Students with Disabilities - 4321.6
- g. Districtwide and Statewide Assessments of Students with Disabilities - #4321.7
- h. Impartial Hearing Officer Appointment and Compensation - # 4321.8
- i. Declassification of Students with Disabilities - 4321.9
- j. Public Report on Revisions to District Policies, Practices and Procedures Upon a Finding of Significant Disproportionality - #4321.11

k. Pre-School Special Education - #4321.13

l. Special Education Personnel - # 4321.14

m. Student Privacy - #5550

Motion: Mrs. Wilson

Ayes: 4

Second: Mr. Diefenderfer

Nays: 0

## 9. **PERSONNEL MATTERS**

### **Resignation**

#### **Kristin Joyce - English Teacher**

Enclosed for the Board is a letter from Kristin Joyce, dated May 22, 2018, resigning from her position as English Teacher from the Menands Union Free School District effective June 30, 2018.

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District accept the letter of resignation from Kristin Joyce, dated May 22, 2018, resigning from her position as English Teacher from the Menands Union Free School District effective June 30, 2018.

Motion: Mr. Diefenderfer

Ayes: 4

Second: Mr. Pustay

Nays: 0

### **Resignation & Appointment**

#### **Aileen Nicoll - District Clerk (Resignation)/Keyboard Specialist Provisional Appointment**

Enclosed for the Board is a letter from Aileen Nicoll, dated June 11, 2018 resigning from her position as District Clerk of the Menands Union Free School District effective June 27, 2018.

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District accept the letter of resignation from Aileen Nicoll, dated June 11, 2018 resigning from her position as District Clerk of the Menands Union Free School District effective June 27, 2018 and BE IT RESOLVED that the Board of Education of the Menands Union Free School District appoint Aileen Nicoll to the provisional position of Keyboard Specialist effective June 27, 2018.

Motion: Mr. Pustay

Ayes: 4

Second: Mr. Nevins

Nays: 0

### **Rescind Appointment**

#### **Rescind Appointment - Madalis Cruz - .5 FTE Custodial Worker - Probationary**

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District rescind the probationary appointment of Madalis Cruz to the Civil Service Labor Class .5 position of Custodial Worker. *Ms. Cruz was initially hired with compensation according to the current non-instructional salary schedule. The probationary appointment period was for 6 months from June 12, 2018 through December, 12 2018. The rate of pay for this position is \$15.00 per hour to be annualized to equal bi-weekly payments. The new hire did not show up for work on the first day.*

Motion: Mr. Nevins

Ayes: 4

Second: Mrs. Wilson

Nays: 0

## **Appointments**

### **Retroactive Appointment - Substitute Part-Time Custodian - Jaylon Glasgow**

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District approve the appointment of Jaylon Glasgow to a part-time custodian substitute position retroactive to May 29, 2018 at a rate of \$13.00 per hour. *Fingerprint clearance completed.*

Motion: Mrs. Wilson

Ayes: 4

Second: Mr. Diefenderfer

Nays: 0

### **PT Custodial - Jaylon Glasgow**

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District approve the probationary appointment of Jaylon Glasgow to the Civil Service Labor Class .5 position of Custodial Worker effective June 12, 2018 (fingerprint clearance completed) with compensation according to the current non-instructional salary schedule. The probationary appointment period will be 52 week probationary appointment from June 12, 2018 through June 11, 2019. The rate of pay for this position is \$15.00 per hour to be annualized to equal bi-weekly payments.

Motion: Mr. Diefenderfer

Ayes: 4

Second: Mr. Pustay

Nays: 0

### **District Clerk - Jeanne Mentiply**

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District appoint Jeanne Mentiply to the position of District Clerk, effective June 27, 2018 through the July 2018 Reorganizational Meeting, per terms and conditions of Employment Agreement.

Motion: Mr. Pustay

Ayes: 4

Second: Mr. Nevins

Nays: 0

## **Deputy District Clerk - Aileen Nicoll**

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District appoint Aileen Nicoll to the position of Deputy District Clerk, effective June 27, 2018 through the July 2018 Reorganizational Meeting.

Motion: Mr. Nevins

Ayes: 4

Second: Mrs. Wilson

Nays: 0

### **Non-Instructional Salary Schedule**

Enclosed is the Non-Instructional Salary Schedule for the 2018-2019 school year.

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District approve the 2018-2019 Non-Instructional Salary Schedule.

Motion: Mrs. Wilson

Ayes: 4

Second: Mr. Diefenderfer

Nays: 0

### **Summer Paid Part-Time Appointments**

#### **Professional and Curriculum Development**

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District approve professional and curriculum development hours in the District not to exceed the following:

- **Professional and Curriculum Development - 150 hours @ \$30.00 per hour**

Motion: Mr. Diefenderfer

Ayes: 4

Second: Mr. Pustay

Nays: 0

### **Summer Institute & Kindergarten Warm Up**

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District approve Summer Institute & Kindergarten Warm up hours in the District not to exceed the following:

- **Summer Institute - 250 hours @ \$35.00 per hour**

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Motion: Mr. Pustay

Ayes: 4

Second: Mr. Nevins

Nays: 0

## **10. BOARD OF EDUCATION MATTERS**

### **CSE/CPSE Recommendations**

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School

District approve the CSE/CPSE recommendations as submitted.

Motion: Mr. Nevins

Ayes: 4

Second: Mrs. Wilson

Nays: 0

### **Substitute Teachers - Fully Cleared**

Joseph Alila

Camlynn Corbett

Joseph Griner

Chasity McGovern

Steven Maggio

Jason Penner

Candida Santos-Rataul

*Brian Voelpel*

*Cherisse Constantine*

*Kraig Page*

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District approve the following substitute teachers for the 2017-2018 school year.

Motion: Mrs. Wilson

Ayes: 4

Second: Mr. Diefenderfer

Nays: 0

### **Durham School Services Contract Extension**

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District approve the contract extension between Menands School and Durham School Services at CPI from September 6, 2018 through June 30, 2019.  
*(Letter from Durham enclosed for the Board)*

Motion: Mr. Diefenderfer

Ayes: 4

Second: Mr. Pustay

Nays: 0

### **Star & Strand Transportation Inc. Contract Extension**

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District approve the contract extension between Menands School and Star & Strand Transportation Inc. at CPI for the 2018-2019 school year.  
*(Letter from Star & Strand Inc. enclosed for the Board)*

Motion: Mr. Pustay

Ayes: 4

Second: Mr. Nevins

Nays: 0

### **Health Services Contracts for the 2017-2018 School Year**

- **Albany City School District**
- **Rensselaer City School District**

Enclosed please find copies of the 2017-2018 Health Services Contracts for students attending private or parochial schools in the following Districts:

**Albany City School District** - (14) students in the amount of \$10,801.42 (\$771.53/student)

**Rensselaer City School District** - (1) student in the amount of \$532.09

The residence of the students have been verified.

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District approve the 2017-2018 Health Services Contracts for 15 total students attending private or parochial schools in the above listed Districts for the above listed amounts.

Motion: Mr. Nevins

Ayes: 4

Second: Mrs. Wilson

Nays: 0

**11. STUDENT MATTERS - *Class Size Update as of 6/6/18***

Kdg. - 36 (split)	Gr. 5 - 31 (split)
Gr. 1 - 37 (split)	Gr. 6 - 22
Gr. 2 - 26	Gr. 7 - 41 (split)
Gr. 3 - 36 (split)	<u>Gr. 8 - 26</u>
Gr. 4 - 24	Total - 279

**12. SUPERINTENDENT'S COMMENTS**

- **Acknowledgement of Public Support for the Budget Vote** - As the 1st public meeting since the vote, Dr. Long extended thanks to the voters for their continued support of the District and programs for students.
- **NYSSBA School Board U Recognition Program** - Dr. Long presented board member Bill Nevins with a professional development participation award from NYSSBA.
- **Capital Project/Tonight's Workshop** - Dr. Long spoke about the status and timeline of the upcoming capital project.
- **NYS PE Learning Standards Committee** - Dr. Long spoke about the NYS PE Learning Standards Committee and congratulated board member Jeff Masline for being chosen to serve on the committee of 35 members statewide. Mr. Masline spoke in regards to the reviewing standards of the committee.

**13. PRINCIPAL'S COMMENTS**

- **Evening of the Arts** - Mrs. Schroeder congratulated Ms. Testo, Mrs. Bergeron on another successful Evening of the Arts. The event showcased the talents of all of our students.
- **Field Day** - Mrs. Schroeder thanked Mr. Ahl, Mrs. Bettinger and parent volunteers on the work they did for Field Day. It was a great day enjoyed by all.



- **End of Year Assessments** - The administration of final exams and local assessments has been completed. Grades 4 & 8 NYS Science test, Algebra and Earth Science Regents were upcoming.

#### 14. **INFORMATIONAL MATERIAL**

- June 15th - 3rd Trimester Clubs/Sports End
- June 16th from 11am to 2pm - Menands Library Ice Cream Social
- June 19th - **Early Release - 11:20am**  
Kindergarten Moving up Ceremony - 10am  
PTA Staff Appreciation Luncheon  
Superintendent's Conference Day (PM)
- June 20th - **Early Release - 11:20am**  
Superintendent's Conference Day (PM)
- June 21st - **Early Release - 10:45am**  
Gr. 5-8 Awards Ceremony - 8:30am  
8th Grade Graduation - 6:30pm
- July 8th - Re-organizational Board Meeting - 6:30p.m.

#### 15. **MISCELLANEOUS**

Mr. Nevins spoke about the success of Field Day and thanked Mr. Blanchet and Mr. Ahl for a great Track & Field season. This season had a very talented group of participants.

Mrs. Wilson thanked Dr. Long and Mrs. Schroeder for another wonderful school year.

#### 16. **PUBLIC COMMENT**

PLEASE NOTE: During the Public Comment Sessions, members of the community may address the Board on agenda and non-agenda items. The Board President may limit remarks of individual speakers to a reasonable time. Speakers must identify themselves and the topic on which they would like to make remarks.

Mr. Blanchet addressed the success of this year's Track and Field season. 44 students participated in all. The students were committed, represented Menands School very well and parent participation was great. An awards ceremony was held at the end of the season where students were presented participation medals.

Mrs. Pearsall asked if the end of year awards ceremony on June 21st was open to parents. The response was yes, all families are welcome. Mrs. Pearsall also thanked Mr. Blanchet and Mr. Ahl for a wonderful track and field season.

Mr. Kalteux spoke to the Board regarding an incident involving a student. Dr. Long responded that due to the nature of matter, it could not be discussed/addressed in public session.

*\*Any member of the Board may choose to go into Executive Session before adjourning if necessary*

## **17. MOTION TO ENTER INTO EXECUTIVE SESSION**

The Board of Education **may** enter into Executive Session for the reason(s) indicated below as specified:

- ☐ Matters which will imperil the public safety if disclosed.
- ☐ Any matter that may disclose the identity of a law enforcement agent or informer.
- ☐ Information relating to current or future investigation or prosecution of a criminal offense that would imperil effective law enforcement if disclosed.
- ☐ Discussion involving proposed, pending, or current litigation.
- ☐ Collective negotiations pursuant to Article 14 of the Civil Service Law.
- ☒ The medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation.
- ☐ The preparation, grading, or administration of exams.
- ☐ The proposed acquisition, sale or lease of real property or the proposed acquisition, sale or exchange of securities, but only when publicity would substantially affect the value of these things.

Motion: Mrs. Wilson

Ayes: 4

Second: Mr. Diefenderfer

Nays: 0

Time: 7:39p.m.

## **18. MOTION TO RE-ENTER PUBLIC SESSION**

Motion: Mrs. Wilson

Ayes: 4

Second: Mr. Diefenderfer

Nays: 0

Time: 8:14p.m.

## **19. MOTION TO ADJOURN**

Motion: Mrs. Wilson

Ayes: 4

Second: Mr. Diefenderfer

Nays: 0

Time: 8:15p.m.

\*All minutes of Board of Education meetings are recorded and become public record upon approval by the Board.