

MENANDS UNION FREE SCHOOL DISTRICT  
**BOARD OF EDUCATION**  
October 9, 2018

**5:45 p.m. - Executive Session**

**6:30 p.m. - Public Session**

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 INTO PUBLIC SESSION**
  
3. **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 thing

4. **MOTION TO ADJOURN EXECUTIVE SESSION**

5. **Motion to re-enter public session**

6. **ROLL CALL**

7. **PLEDGE OF ALLEGIANCE**

8. **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.

9. **APPROVAL OF MINUTES**

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District accept the minutes of the September 11, 2018 meeting, September 18, 2018 workshop meeting and the September 25, 2018 Special meeting.

10. **BUSINESS MATTERS**

**Discussion Items**

Required Policy

**Business Office for Information**

Enclosed for the information of the Board are copies of warrant #'s 16 Fund A for the month of September 2018, 5 and 6 Fund H, 14 and 16 Fund A.

**Business Office for Approval**

**Treasurer's Report**

Enclosed for the Board's approval are copies of the September 2018 Treasurer's Reports.

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District approve the September 2018 Treasurer's Reports.

## **District Management Response Letter**

Enclosed for the Board's approval is the district's response to the Management Letter in the district external audit as completed by West & Co., CPS's for the year ended 6/30/18 which require no significant corrective actions. The financial statements present fairly, in all material respects, the respective financial position of the governmental activities, each major fund and the aggregate remaining fund information of the Menands UFSD as of 6/30/18 and the respective changes in financial position and, where applicable, cash flows thereof for the then year ended in accordance with accounting principles generally accepted in the USA.

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District approve the district's response to the Management Letter items notes in our audited financial statements as of June, 30, 2018.

## **Donation of 5 Mobile Device Charging Carts**

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District accepts the donation of 5 mobile device charging carts from Capital Region BOCES.

## **2018-2019 Safety Plan**

School Districts must update, and Boards of Education must annually approve District Safety Plans. Mrs. Schroeder has updated the plan to reflect current information and it is Dr. Long's recommendation that the Board approve it.

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District approve the 2018-2019 District Safety Plan as recommended by the Superintendent.

## 11. POLICY

### Second 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 second reading of the following policies.

Sexual Harassment

## 12. PERSONNEL MATTERS

### Teaching Assistant Position - Melanie Burbano

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District hereby appoint Melanie Burbano as a full time teaching assistant position tenure area for a 4 year probationary period commencing October 15, 2018 through June 30, 2022. The salary is per the Teaching Assistant salary schedule and prorated for the 2018-2019 school year based on the start date. A copy of her resume is included in the packet.

### Increase Existing Compensation Time

Increase the compensation time from the existing 40 hours per year to "Not to exceed" 250 hours per year for the Maintenance Mechanic position.

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District approve the increased amount of compensation from 40 hours per year to "Not to exceed" 250 hours per year for the Maintenance Mechanic position.

### After School Planning and Professional Development

NAME	HOURS	SALARY RATE
Rachel McQuade	1.5 Hours	\$25.00 Per Hour
Michele Ervin	1.5 Hours	\$25.00 Per Hour
Jacoba Vandenberg	1.5 Hours	\$25.00 Per Hour

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District approve the above teachers and staff members for the after school Planning and Professional Development.

### 13. BOARD OF EDUCATION MATTERS

#### **Substitute Nurse Compensation**

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District approve the following change in compensation for substitute nurses from \$100 per day to \$21.50 per hour.

#### **Club/Sports/Mentoring/Other Stipends**

It is requested that the Board approve the attached revised list of staff member compensation during the 2018-2019 school year for work performed outside of the regular school day as per the MAT contract.

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District approve the attached revised list of staff member compensation during 2018-2019 school year for work performed outside of the regular school day as per the MAT contract.

#### **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.

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

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District approve the following substitute teachers for the 2018-2019 school year.

Melanie Burbano	Jessica Gaffney	Steven Maggio	Nicole Turaski
James Davidson	Joy Iris-Wilbanks	Delmarie Moore	
Sarah-Jane Fawcett	Keanna King	Mitcheal Toribio	

#### **14. STUDENT MATTERS**

##### **Class Size Update as of 10/2/2018:**

Kdg. - 47 (split)	Gr. 5 - 24
Gr. 1 - 38 (split)	Gr. 6 - 34 (split)
Gr. 2 - 32 (split)	Gr. 7 - 21
Gr. 3 - 28	<u>Gr. 8 - 39</u> (split)
Gr. 4 - 34 (split)	<b>Total - 297</b>

#### **15. SUPERINTENDENT'S COMMENTS**

- Schools as Polling Places
- Ground Breaking
- Upcoming NYSSBA Conference

#### **16. PRINCIPAL'S COMMENTS**

- State Assessment Results
- Academic Intervention Services

#### **17. MISCELLANEOUS**

#### **18. INFORMATIONAL MATERIAL**

- Arts & Ed. Evening Presentation for Families and Community October 11th from 5:30 - 6:30
- Parents as Partners Workshop: Responsive Classroom October 17th at 6:00
- Red Ribbon Week October 25th -31st
- PTA Family Fun Night October 26th from 5:30 to 7:00
- Pumpkin Run Grade k-8 October 31.
- Superintendent's Conference Day November 6th - No School
- Veterans Day November 12th - No School
- Next Board Meeting is on Tuesday November 13th at 6:30. Due to Veterans Day.

#### **19 PUBLIC COMMENT**

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**20. MOTION TO RE-ENTER INTO EXECUTIVE SESSION**

The Board of Education may re-enter into executive session.

**21. MOTION TO RE-ENTER PUBLIC SESSION**

**22. MOTION TO ADJOURN**

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