

APPROVED

**Brunswick Central Schools
Board of Education
Regular Meeting Minutes**

ORIGINAL

MEETING

Date: November 16, 2017
Place: Brittonkill Meeting Room
Presiding: Leah Wertz, Vice President

ASSEMBLAGE

Members Present: A. Casale, M. Fortun (*via Google Hangouts*), D. Galipeau, A. Grab, S. Maxon, M. McCarthy, J. Roddy, L. Wertz and J. Wienman

Members Absent:

Also Present: Angelina Maloney, Superintendent, Stephanie Steinhart, Assistant Superintendent for Business/District Clerk and Tim Cooper, Student Liaison

6:00 pm – Audit/Finance Committee Meeting

CALL TO ORDER

FLAG SALUTE

Vice President Wertz called the public meeting to order at 6:50 p.m. and began the meeting with a salute to the flag.

EXECUTIVE SESSION

1 – Mr. Roddy 2 – Ms. McCarthy

The Board of Education entered into Executive Session at 7:50 pm in accordance with the Open Meeting Law, Chapter 5111, Article 7 and Subdivision E&F of the Laws of 1977 and Formal Opinion of Council No.239, Paragraph B to discuss the following checked item(s):

	Current litigation;
X	Collective negotiations under the Taylor Law;
	The medical, financial, credit or employment history of a particular person or corporation;
X	Matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;
	The proposed acquisition, sale or lease of real property
	Other:

9 Yes Motion Carried

EXECUTIVE SESSION

1 – Mr. Galipeau 2 – Mr. Casale

The Board of Education exited Executive Session at 7:10 pm

9 Yes Motion Carried

PRESENTATIONS

Michelle Furlong and Kevin Onorato did a presentation on their Civil War project funded through a Local Governments Records Management Improvement Fund (LGRMIF) grant.

**APPROVAL OF
MINUTES**

1 – Mr. Galipeau 2 – Mr. Roddy

The Board of Education hereby approves the following Minutes:

- October 10, 2017 Regular Meeting

9 Yes Motion Carried

SUPERINTENDENT

- The Superintendent updated the board on the following items:
 - The district is having a hard time finding a teacher for all of the new ELL students enrolled this year
 - OCR Update
 - APPR Audit Update
 - Participation in a Unified Sports program
 - Parent University – December 4th – “When the Colleges Come Calling”
 - NYSSBA Conference Follow-up
 - Questar III Saturday Workshop – October 28, 2017 – Follow-up
 - ESSA Update for Board of Education
 - Semi-pro football team, the Brunswick Bearcats, requested to use our facilities for their “home” games.
 - Indoor Track has really taken off causing a need to hire an additional coach
 - 4 out of the 6 fall teams qualified as Scholar Athlete Teams
- Update from building principals

BOARD DISCUSSION/REPORTS

Committee Updates

Audit/Finance - Tony Grab

Facilities - Jack Roddy

Policy - Leah Wertz

Athletic - Darren Galipeau

Liaison Updates

Curriculum & Assessment - Mike Fortun

Wellness – Sandra Jean Maxon

PTSA – Sandra Jean Maxon

Brittonkill Educational Foundation – Judy Wienman

CAPSBA - Leah Wertz

Student – Tim Cooper

PUBLIC COMMENT

- Kelly Onorato, parent, applauded the board and administration for their support of offering a Unified Sports program.
- Carolyn Abrams, district resident, asked the board to reconsider their position on offering a Veterans Exemption.

POLICY

First Reading

1 – Ms. Wienman 2 – Mr. Casale

The Board of Education approves the first reading of the following policies:

- i. **#1230, Public Participation at Board Meetings** (Note: policy recommended, update recommended) – NYSSBA is revising this sample policy in response to some calls from their members, to reflect in greater detail the opinions of the Committee on Open Government and decisions of the Commissioner of Education. These changes address the kind of information districts can require speakers to give in order to speak at Board meetings.
- ii. **#1530, Smoking and Tobacco Use on School Premises** (Note: policy recommended, update recommended) - State law was recently changed (signed by the Governor 7/25/17) to prohibit the use of electronic cigarettes on school grounds. NYSSBA's sample policy had previously included the option for Boards to prohibit this by policy. They have modified this policy to reflect that e-cigarettes are now prohibited by state law. They have also clarified the consequences for violations of this policy by reference to the Code of Conduct.
- iii. **#1741, Home-Schooled Students** (Note: policy recommended, update required) – NYSSBA is making a correction to this policy to clarify that home-schooled students, under state regulations, are not eligible to participate in intramural sports.
- iv. **#4526.1, Internet Safety** (Note: policy required, update required) – NYSSBA is revising the accompanying administrative regulation 4526.1-R (there are no changes to the policy) to reflect a change in the pertinent definitions for the federal Children's Internet Protection Act.
- v. **#4531, Field Trips and Excursions** (Note: policy recommended, update required) - Guidance from the State Education Department regarding medications indicates that for certain students with medication needs, if an appropriate adult is not available to assist with the administration of medication, the field trip must be canceled. The text NYSSBA has added to this policy makes reference to this, and also to regulation 5420-R for more information (also included in this Update).
- vi. **#4532, School Volunteers** (Note: policy recommended, update recommended) - A provision of federal regulations for FERPA permits school districts to allow volunteers, under certain circumstances, to access student personal identifying information. This is optional, and does not mean volunteers have unfettered access to student records. If this would be helpful to the district (perhaps, to assist with data entry, or other volunteer tasks), the district might wish to reserve this ability. The text NYSSBA has added to this policy makes reference to this, and also to policy 5500 for more information (also included in this Update).
- vii. **#5100, Attendance** – revisions from Karen Bulson and Jamie Baksa.
- viii. **#5151, Homeless Children** (Note: policy required, update required) - New York State law was amended in the state budget bill, and regulations were just approved by the Board of Regents, to conform to changes under ESSA to the McKinney-Vento law for homeless children. New York State goes further than the federal law in some areas, such as transportation, immunizations/communicable disease exclusion, and clarifying how to

handle homeless preschool children with siblings attending a district school. NYSSBA has highlighted some of the larger issues in this policy and regulation, as well as clarifying how addresses must be treated. The NYS Technical Education and Assistance Center for Homeless Students (NYS-TEACHS) is a good source of information and guidance - www.nysteachs.org.

- ix. **#5420, Student Health Services** (Note: policy recommended, update required) - This policy has been revised to reflect the issues regarding homeless students and immunizations/communicable diseases, field trips and medication, non-patient specific epi-pen use (collaborative agreements with emergency health care providers are no longer needed), and some other minor clarifications.
- x. **#5460, Child Abuse, Maltreatment or Neglect in a Domestic Setting** (Note: policy required, update recommended) - NYSSBA is revising this policy (and the accompanying administrative regulation 5460-R) to reflect new requirements in state law and regulation related to posting the child abuse reporting hotline and directions to the Office of Children and Family Services' website.
- xi. **#5500, Student Records** (Note: policy required, update required) - This policy has been revised to address one of the issues affecting homeless students: not treating their addresses as directory information, as well as an unrelated provision to permit volunteers to access certain types of student information. The associated regulation did not required updating and therefore is not included in this Update.
- xii. **#8505, Charging School Meals** (Note: policy required, update required) - As you may already know, school districts can allow students to "charge" a meal to be repaid later. School districts participating in the federal school breakfast and lunch programs are required by the USDA to adopt policies addressing what happens if a student who is not eligible for free meals does not have enough money to pay for a meal. These policies must be provided to parents at the start of the school year and if they enroll during the year. There are several USDA memos and guidance documents, referenced at the end of this sample policy, which outline district's options as well as USDA recommendations. The NYSED Office of Child Nutrition has also released guidance at <http://www.cn.nysed.gov/content/student-meal-charge-policy>. NYSSBA realizes that addressing unpaid school meal charges can be a very difficult issue for school districts. The issue of "lunch shaming" by drawing attention to a student's inability to pay, or imposing other duties or penalties, has received a fair amount of media attention recently. They also understand that school districts need to balance students' needs with fiscal responsibility. Making sure that all eligible students are receiving free or reduced price meals, as well as parent/guardian notice of low balance plus allowing automatic account replenishment, can help alleviate the financial burden of unpaid meal charges.

9 Yes Motion Carried

SPECIAL EDUCATION

Student Placement Recommendations

Section 504

1 – Ms. Wienman 2 – Mr. Casale

The Board of Education accepts the following recommendations of the Section 504 Committee dated 09/28/2017, 10/13/2017:

002000062 632

9 Yes Motion Carried

**Committees on
Special Education and
Preschool Special
Education**

1 – Ms. Wienman 2 – Ms. McCarthy

The Board of Education accepts the following recommendations of the Committees on Special Education and Preschool Special Education dated 10/05/2017, 10/11/2017, 10/12/2017, 10/13/2017, 10/24/2017, 10/26/2017, 10/30/2017, 11/02/2017, 11/07/2017 and 11/09/2017:

394	1026	922	1029	1030	1041	1038	1036	1034
1011	1033	1035	1031	870	867	866	1032	898
932	925	1024	449	1016	1043	1048	3018	1037
1027	1042	1039						

9 Yes Motion Carried

SUPERINTENDENT'S RECOMMENDATIONS

Personnel

**English Teacher
Retirement
John Parsons**

1 –Mr. Galipeau 2 –Mr. Casale

The Board of Education accepts, with sincere appreciation for 19 years of dedicated service to the Brunswick Central School District, the resignation, for the purpose of retirement, of John Parsons, from his position as English Teacher effective June 30, 2018.

9 Yes Motion Carried

**Teaching Assistant
Revised Appointment
Teresa Gliosco**

1 – Ms. Wienman 2 – Mr. Grab

The Board of Education approves, pursuant to Education Law and in compliance with Part 30 of the Rules of the Board of Regents Law, the revised appointment of Teresa Gliosco to the position of Teaching Assistant in the tenure area of Teaching Assistant, effective October 23, 2017 with a four year probationary term commencing on October 23, 2017. Remuneration shall be per the current BTA contract with a salary of Teacher Assistant, Level 5: \$27,332 prorated for the 2017 - 2018 school year.

9 Yes Motion Carried

**Food Service Helper
Probationary Appointment**

Patricia Casavant 1 – Mr. Grab 2 – Ms. Wienman

The Board of Education approves, contingent upon Part 87 Commissioner of Education Regulations on fingerprinting clearance requirements, the probationary appointment of Patricia Casavant to the position of Food Service Helper effective October 18, 2017 with a salary per the current CSEA contract. Ms. Casavant's probationary appointment began October 18, 2017 and shall end April 17, 2017.

9 Yes Motion Carried

BY CONSENT

1 – Ms. Wienman 2 – Mr. Casale

**Secretary I
Provisional Appointment**

Andrea Lammerts The Board of Education approves the provisional appointment of Andrea Lammerts to the position of Secretary I, contingent upon Part 87 Commissioner of Education Regulations on fingerprinting, effective November 6, 2017 with a salary per the current CSEA contract. This appointment is contingent upon Ms. Lammerts being reachable on the next available Rensselaer County Civil Service list for this title.

**School Bus Driver
Probationary Appointment**

LetaAnne Wagar The Board of Education approves, contingent upon New York State Department of Motor Vehicle Regulations on fingerprint clearance requirements, the probationary appointment of LetaAnne Wagar to the position of School Bus Driver, with a salary per the current CSEA contract, effective October 23, 2017. Ms. Wagar's probationary period shall begin October 23, 2017 and end April 22, 2018.

**Math Teacher
Additional Time per Day**

Mary McNeice The Board of Education approves a request to allow Mary McNeice to work an additional 15 minutes per day in order to assist with 5th grade math class effective September 11, 2017. Remuneration will be per the current BTA contract at \$30 per hour.

**JV Cheer Coach
Annual Appointment**

Casey Lemons The Board of Education approves, contingent upon Part 87 Commissioner of Education Regulations on fingerprinting clearance requirements, the annual appointment of Casey Lemons as JV Cheer Coach (winter) with a stipend per the current BTA contract.

**Appointment of
Substitutes**

The Board of Education approves, upon the recommendation of the Superintendent, the appointment of the following individual(s) as Substitute(s) in the area(s) indicated with the Brunswick Central School District, contingent upon Part 87 of the Commissioner of Education Regulations on fingerprint clearance requirements, effective November 20, 2017 (unless otherwise noted).

Name	Position
Julie Entrott	Substitute Food Service Helper @ \$12 per hour
Monica Seyffer	Substitute Food Service Helper @ \$12 per hour
William T. Ronan	Non-certified Substitute Teacher @ \$95 per day
Monica Seyffer	Substitute School Monitor @ \$12 per hour
Preston Gardner	Non-certified Substitute Teacher @ \$95 per day
Brian Pratt	Non-certified Substitute Teaching Assistant @ \$70 per day
Susan Ward	Substitute Child Care Worker @ \$12 per hour

**Medical Examination
Required**

The Board of Education approves and requires (retroactively) a staff member to submit to an evaluation pursuant to Education Law, Section 913 and authorizes the Assistant Superintendent for Business to take all necessary action in furtherance thereof.

**Transportation
Appointments**

The Board of Education approves, contingent upon New York State Department of Motor Vehicle Regulations on fingerprint clearance requirements, the following transportation appointments:

Name	Position	Status	Pay	Effective Date	Probationary Period, if applicable
Jason Matala	School Bus Driver	Substitute	\$21.37 per hour	November 27, 2017	N/A
Samuel Swanson	School Bus Driver	Substitute	\$21.37 per hour	November 27, 2017	N/A

END OF CONSENT

9 Yes Motion Carried

**Mentor
Appointments**

1 – Ms. McCarthy 2 – Mr. Galipeau

The Board of Education approves the following mentor appointments for the 2017 - 2018 school year with a stipend per the current BTA contract.

Name	Position	For
Angelica Roddy	Mentor	Nicole Meissner
Kevin Onorato	Mentor	Ryan Turnbull
Teresa Martone	Mentor	David Farison

8 Yes

**1 Abstain (Mr. Roddy)
Motion Carried**

Business/Finance

Financial Reports 1 – Mr. Grab 2 – Mr. Casale

The Board of Education approves and accepts the following financial reports:

- Internal Claims Auditor Report - September (including Executive Session version) & October 2017
- Extra Classroom Activity Report - October 2017
- Appropriation Status Report - October 2017
- Budget Transfer Report - October 2017
- Revenue Budget Status Report - October 2017
- District Treasurer's Report (includes School Lunch Fund P&L) - October 2017

9 Yes Motion Carried

Transportation Agreement

Star & Strand 1 – Mr. Casale 2 – Ms. Wienman

The Brunswick Board of Education approves the agreement between Brunswick Central School District and Star and Strand Transportation Inc. for contract transportation for one Brunswick student from October 23, 2017 - June 21, 2018 or until services are no longer needed, prior to the end of the school year.

9 Yes Motion Carried

**2018 – 2019 Budget
Development Calendar**

1 – Mr. Grab 2 – Ms. McCarthy

The Board of Education approves and adopts the 2018 - 2019 Budget Development Calendar as presented.

9 Yes Motion Carried

PUBLIC COMMENT None

MOTION TO 1 – Ms. Wienman 2 – Mr. Roddy

ADJOURN The Board of Education adjourned at 8:50 p.m.

9 Yes Motion Carried

Respectfully submitted,

ANGELINA MALONEY, SUPERINTENDENT



STEPHANIE STEINHART, DISTRICT CLERK



MARIA LEWIS, BOARD SECRETARY

