

**APPROVED**  
**MEETING**

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

**ORIGINAL**

Date: November 17, 2011  
Place: Brittonkill Meeting Room  
Presiding: Matthew Wade, President

**ASSEMBLAGE**

**Members Present:** P. Daley, C. Fox, C. Gilbert, A. Grab, J. Lindemann, R. Matthews, M. Wade and K. Zagursky

**Members Absent:** K. Christiansen

**Also Present:** Louis McIntosh, Superintendent, Lyn Derway, Assistant Superintendent of Business/District Clerk and Maria Lewis, Board Secretary

Lou McIntosh, Superintendent; Lyn Derway, Assistant Superintendent of Business; Neil Haley, Superintendent of Buildings & Grounds and various board members met at 6 PM to conduct the annual facility tour. They visited the Wastewater Treatment Plant and boiler room.

**CALL TO ORDER**

**FLAG SALUTE** President Wade called the public meeting to order at 7:02 PM and began the meeting with a salute to the flag.

**APPROVAL OF  
MINUTES**

1 - Mrs. Fox                      2 - Mr. Gilbert  
The Board of Education hereby approves the following Minutes:

- November 3, 2011 Regular Meeting

7            Yes            Motion Carried

*Mr. Grab took his seat at the table.*

**SUPERINTENDENT**

- Mr. McIntosh began his initial discussion of the 2012 - 2013 budget with an overview of a draft of the budget development calendar. Ms. Derway then explained the Tax Cap formula. Mr. McIntosh closed with an estimated budget projection for 2012 - 2013. Ms. Derway updated the board as to new development in the district.

**Public Comment**

- Sarah Atkinson asked several budget related questions as well as several in reference to the Priority Setting survey being developed.

**BOARD DISCUSSION/REPORTS**

- Karen Zagursky informed the board that more work needs to be done on the priority survey and that further discussion will be moved from the December 1<sup>st</sup> board meeting to the December 15<sup>th</sup> meeting.
- Mr. Wade informed the board that Phil Herrington, Brunswick Town Supervisor and the Town Board appointed him to their Comprehensive Plan Update Advisory Committee, along with a number of town residents and members of the Planning Board.

Mr. Wade read an excerpt from a note of appreciation from Marcia and Bob Smith praising the Senior Citizen's Concert and luncheon.

- Mrs. Zagursky also had high praise for everyone involved in the Senior Citizen's concert and luncheon. She said the students were very welcoming, well prepared and very professional. She praised the members of the music department as well as the cafeteria supervisor and her staff.

**Special Actions**

**2011-12 School Facility**

**Report Card**

1 - Mr. Daley                      2 - Mrs. Zagursky

The Board of Education accepts, upon the recommendation of the Superintendent, the 2011 School Facility Report Card.

8            Yes        Motion Carried

**2012 - 2013 Budget Development**

**Calendar**

1 -Mrs. Fox                      2 - Mrs. Zagursky

The Board of Education adopts the 2012 - 2013 budget calendar, with one slight change, as presented by the Superintendent.

8            Yes        Motion Carried

**Policy**

**First Reading  
of Policy**

1 -Mrs. Fox                      2 - Mr. Matthews

The Board of Education approves, upon the recommendation of the Policy Committee, the first reading of the following policies:

- #4750 Promotion and Retention of Students
- #8212 Defacement, Destruction or Theft of School Property
- #8220 Buildings and Grounds Maintenance Inspection
- #8240 Traffic and Parking Controls
- #8330 Authorized Use of School-Owned Materials & Equipment (inc. regs)
- #8332 Use of District Cell Phones
- #8400 Student Transportation (inc. regs)
- #8414.5 Alcohol & Drug Testing of Bus Drivers (inc. regs & exhibit)
- #8414.6 Bus Idling
- #8505 Meal Charge Policy
- #8630 Computer Resources & Data Management (inc. regs)
- #8635 Information Security Breach & Notification (inc. regs)
- #8650 School District Compliance with Copyright Law (inc. regs)

8            Yes        Motion Carried

**SPECIAL EDUCATION**

**Student Placements**

**Sub Committee on Special  
Education**

1 - Mrs. Fox                      2 - Mrs. Zagursky

The Board of Education accepts the recommendations of the Sub Committee on Special Education dated 05/18/2011 and 05/25/2011:

000000674

000000444

8            Yes        Motion Carried

## SUPERINTENDENT'S RECOMMENDATIONS

### Personnel

BY CONSENT

1 - Mrs. Lindemann

2 - Mr. Matthews

### School Bus Driver Rescind Appointment

**Leo Daigneault** The Board of Education rescinds the appointment of Leo Daigneault to the position of Substitute School Bus Driver made at the November 3, 2011.

### Substitute Appointments

**Transportation** The Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following individuals to the positions indicated, contingent upon NYS Department of Motor Vehicle Regulations on fingerprint clearance requirements, effective November 18, 2011.

<u>Name</u>	<u>Position</u>
Thomas Harrington	Substitute School Bus Driver @ \$14 per hour

### Custodial Worker Temporary Appointment

**Benjamin Jewett** The Board of Education, upon the recommendation of the Superintendent, approves the temporary appointment, contingent upon Part 87 of the Commissioner of Education Regulations on fingerprint clearance requirements, of Benjamin Jewett as Custodial Worker, with the Brunswick Central School District effective November 7, 2011. Mr. Jewett shall be paid per the current CSEA contract.

### Annual Appointment

**Clock Operators** The Board of Education approves the appointment of the following individual(s) to the position of Clock Operator for all Boys and Girls Varsity and Junior Varsity home basketball games during the 2011 - 2012 season. Individuals will be paid \$25 per game.

- Meaghan Gosh
- Michael Long
- John Parkes

### 2011 - 2012 Coach Appointments

The Board of Education approves, upon the recommendation of the Superintendent, the appointment of the following individuals as Coach with the Brunswick Central School District, contingent upon Part 87 of the Commissioner of Education Regulations on fingerprinting clearance requirements. (Volunteers will be subject to a criminal background check.) Salary, if a paid position, per the current BTA contract.

<u>Wrestling</u>	
Volunteer Assistant	Jacob Oswald

Softball  
Varsity Coach

Barry Sullivan

8            END OF CONSENT  
              Yes            Motions Carried

**Business/Finance**

**Corrective Action Plan**

**June 30, 2011**

1 -Mrs. Zagursky            2 - Mrs. Fox

The Board of Education accepts, upon the recommendation of the Assistant Superintendent of Business, the Corrective Action Plan to Management Letter from the Financial Statements dated June 30, 2011.

8            Yes            Motion Carried

**NYCLASS Participation**

1 -Mr. Matthews            2 - Mrs. Lindemann

WHEREAS, New York General Municipal Law, Article 5-G, Section 119-o ("Section 119-o" empowers municipal corporations (defined in Article 5-G, Section 119-n to include school districts boards of cooperative educational services, counties, cities, towns and villages) and districts to enter into, amend, cancel and terminate agreements for the performance among themselves (or one for the other) of their respective functions, powers and duties on a cooperative or contract basis:

WHEREAS, the Brunswick Central School District, wishes to invest certain of its available investment funds in cooperation with other corporations and/or districts pursuant to a municipal corporation agreement;

WHEREAS, the Brunswick Central School District, wishes to assure the safety and liquidity of its funds;

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

The Brunswick Central School District Assistant Superintendent of Business is hereby authorized to execute and deliver the Cooperative Investment Agreement in the name of and behalf of the Brunswick Central School District.

8            Yes            Motion Carried

**NYCLASS Board Nominating**

**Resolution**

1 - Mrs. Fox                            2 - Mrs. Zagursky

WHEREAS Article 3-A of the General Municipal Law enacted as part of Chapter 623 of the Laws of 1998 regarding cooperative investing requires the formation of governing board; comprised of fiscal officers nominated by the Participant they represent;

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

The Brunswick Central School District Board of Education hereby nominates Lyn Derway, Assistant Superintendent of Business for board member of the NYCLASS cooperative investment program.

8            Yes            Motion Carried

BY CONSENT

1 -Mrs. Fox                      2 - Mr. Matthews

**Financial Reports**     The Board of Education, upon the recommendation of the Superintendent, accepts the following financial report(s):

- Budget Status Report – October 2011
- Budget Transfer Schedule #4
- Extra Classroom Activity Report – October 2011
- District Treasurer's Report – October 2011
- Internal Claims Report – Warrant #'s 6, 7, 8, 9, 18 and 20

**Donations**             The Board of Education accepts, with appreciation, the following donations:

- \$677.75 from various parents to offset the cost of a field trip to Mabee Farms on October 14, 2011 by fourth grade students.
- 30-dozen wheat and white sandwich rolls from Bimbo Bakery USA/Freihofers for the senior citizen luncheon held on November 9, 2011.

END OF CONSENT

8             Yes             Motions Carried

**PUBLIC COMMENT**     Rich Pogue updated the board in regards to a presentation made by teachers and students at a conference on October 28, 2011 highlighting the Honors Seminar program. He asked that he be able to share the student portion of the presentation at the next board meeting.

Judy Wienman suggested that an explanation of the tax cap accompany the priority setting survey that is being mailed out.

Sarah Atkinson asked if activities could be scheduled around board meetings next year so that conflicts are avoided. She also asked if the emergency early release drill could be scheduled on Halloween since parents are picking up their children anyway. Mr. McIntosh said he would look into it.

Nicole Lindeman informed the board that the parent portal for the student information system was opened this week. Parents can now view their child's attendance records, schedules, report cards, progress reports and any disciplinary actions online.

**EXECUTIVE  
SESSION**

1 – Mrs. Fox                      2 – Mrs. Lindemann

The Board of Education entered into Executive Session at 8:06 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):

	Proposed, pending or current litigation;
	Collective negotiations under the Taylor Law;
	The medical, financial, credit or employment history of a particular person or corporation;
	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;
<b>X</b>	Other [specify] Informal Evaluation of the Superintendent

8 Yes Motion Carried

**EXECUTIVE SESSION**

1 – Mrs. Fox                      2 – Mrs. Lindemann  
 The Board of Education exited Executive Session at 8:34 PM.

8 Yes Motion Carried

**MOTION TO ADJOURN**

1 – Mrs. Fox                      2 – Mrs. Zagursky  
 The Board of Education adjourned at 8:34 PM.

8 Yes Motion Carried

Respectfully submitted,

LOUIS C. MCINTOSH, SUPERINTENDENT \_\_\_\_\_

LYN DERWAY, DISTRICT CLERK \_\_\_\_\_

MARIA LEWIS, BOARD SECRETARY \_\_\_\_\_