

APPROVED

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

ORIGINAL

MEETING

Date: December 14, 2017
Place: Brittonkill Meeting Room
Presiding: Michael Fortun, President

ASSEMBLAGE

Members Present: M. Fortun, D. Galipeau, A. Grab, S. Maxon, M. McCarthy, J. Roddy and J. Wienman

Members Absent: A. Casale and L. Wertz

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

**CALL TO ORDER
FLAG SALUTE**

President Fortun called the public meeting to order at 7:00 p.m. and began the meeting with a salute to the flag.

**APPROVAL OF
MINUTES**

1 – Ms. Maxon 2 – Mr. Galipeau
The Board of Education hereby approves the following Minutes:

- November 16, 2017 Regular Meeting

7 Yes Motion Carried

PRESENTATION

Stephanie Steinhart, Assistant Superintendent for Business, provided the Board with information regarding the district's 5 year financial plan. Her detailed Power Point presentation is available on Board Docs

SUPERINTENDENT

- The Superintendent updated the board on the following items:
 - Athletic Audit
 - Clock Operator shortage
 - Substitute Teacher shortage
 - Increase in number of Special Education students
 - Unified Sports program
 - Thanked Doug LaRocque for including Tamarac in The Eastwick Press
 - CTE Heavy Equipment program
 - First Stick Lacrosse grant update
 - Recent Board of Regents decisions
 - 211 Waiver Request for David Farison was approved. Notice of waiver was posted on the district website
 - Talk between schools in Rensselaer County about sharing a SRO (School resource Officer)
 - Difficulty in getting certified substitute teachers
- Update from building principals

BOARD DISCUSSION/REPORTS

- After much discussion, the board decided against holding a public hearing regarding the proposed Veterans' Exemption
- Ms. Wienman shared her children's experiences with racial bias at Tamarac. She feels that what is being done is not enough. She requested that administration provide anti-bias training in order to encourage empathy, compassion and understanding. Dr. Maloney agreed.

Committee Updates

Audit/Finance - Tony Grab
Facilities - Jack Roddy
Policy - Leah Wertz - absent
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

Eric Olson addressed the board regarding the Veterans' Tax Exemption and asked for clarification on one point in Ms. Steinhart's presentation.

STUDENTS

Field Trip Request

Boston, MA

NHS

1 – Ms. Wienman 2 – Mr. Roddy

The Board of Education approves, pending matters of national security, a request by the National Honor Society to travel to Boston, MA on April 13, 2018 for a one night stay. They will visit the Boston Science Museum and the New England Aquarium.

7 Yes Motion Carried

SPECIAL ACTIONS

Athletic Eligibility MOU

Wynantskill UFSD

1 – Mr. Roddy 2 – Mr. Galipeau

The Board of Education approves the Memorandum of Understanding (MOU) between Brunswick Central School District and Wynantskill Union Free School District which outlines how responsibilities would be handled if a request is made by a parent to allow their 7th or 8th grade student athlete to play up. This comes about because of the Commissioner of Education's regulation that would allow 7th and 8th grade athletes in K-8 school districts to "play up" or participate at component high schools if, they successfully complete the Athletic Placement Process for the requested sport and level and choose to attend Brunswick CSD after graduating 8th grade.

7 Yes Motion Carried

BTA Contract Rollover

MOA

1 – Mr. Galipeau 2 – Ms. Wienman

The Board of Education approves the Memorandum of Agreement (MOA) between the Brunswick Central School District and the Brittonkill Teachers Association (Association) which extends the collective bargaining agreement through June 30, 2019. Terms and conditions remain the same except as otherwise set forth in the MOA. The Board of Education authorizes the Superintendent of Schools to sign said MOA.

7 Yes Motion Carried

**Special Olympics
MOU**

1 – Mr. Grab 2 – Ms. Wienman

The Board of Education approves the Memorandum of Understanding (MOU) between the Brunswick Central School District and Special Olympics New York which allows the district to participate in the Unified Champion Schools program. The Board of Education also authorizes the Superintendent of Schools to sign said MOU.

7 Yes Motion Carried

SPECIAL EDUCATION

Student Placement Recommendations

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

1 – Ms. Wienman 2 – Mr. Grab

The Board of Education accepts the following recommendations of the Committees on Special Education and Preschool Special Education dated 10/23/2017, 11/29/2017 and 11/30/2017:

1052 962 987

7 Yes Motion Carried

POLICY

**Second Reading
& Adoption**

1 – Mr. Galipeau 2 – Mr. Roddy

The Board of Education approves the second reading and adoption 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.

7 Yes Motion Carried

SUPERINTENDENT'S RECOMMENDATIONS

Personnel

BY CONSENT

1 – Mr. Grab 2 – Mr. Roddy

Teaching Assistant Retirement Robin Jacobs

The Board of Education accepts, with sincere appreciation and gratitude for 15 years of dedicated service to the Brunswick Central School District, the resignation, for the purpose of retirement, of Robin Jacobs from her position as Teaching Assistant effective June 30, 2018.

Leave of Absence The Board of Education approves the following request for a leave of absence.

Name	Title	Type of Leave	Leave Start	Leave End	Comments Location
Jamie Peczylak	FACS Teacher	Child Rearing	On or about May 17, 2018	June 22, 2018	Initiation of Leave Secondary School

Creation of Position 1.0 FTE TA

The Board of Education approves the creation of one 1.0 FTE Teaching Assistant position to handle unmet IEP needs at various times throughout the school day.

**Foreign Language Teacher
Increase in Work Schedule**

Melinda Barnes The Board of Education approves an increase in the work schedule of Melinda Barnes to 1.167 FTE for the remainder of the 2017-18 school year. This increase allows Ms. Barnes to teach one additional section of ENL (English as a New Language) effective November 20, 2017. Her salary shall be prorated accordingly.

Clock Operator Appointments

The Board of Education approves the appointment of the following individuals as Score Clock Operators for all Junior Varsity and Varsity home basketball games. Remuneration shall be \$25 per person per game.

Ryan Hayden James Mariano Dillon Maxon James Murynek
Connor Whalen

Substitute Appointment(s)

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 December 18, 2017 (unless otherwise noted).

Name	Position
Cassidy Medved	Substitute Teaching Assistant @ \$70 per day

END OF CONSENT

7 Yes Motions Carried

Business/Finance

BY CONSENT

1 – Mr. Grab 2 – Ms. Wienman

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

- Internal Claims Auditor Report - November 2017
- Extra Classroom Activity Report - November 2017
- Appropriation Status Report - November 2017
- 2017 - 2018 Tax Collection Report
- Budget Transfer Report - November 2017
- Revenue Budget Status Report - November 2017
- District Treasurer's Report (includes School Lunch Fund P&L) - Nov 2017

**Disposal of Obsolete
Equipment**

The Board of Education approves the disposal of the following obsolete/non-working equipment:

Item	Model	Model No.	Reason	Location
Television	Sharpe	275C26B	Outdated	FACS Room
Wooden Stand	n/a	n/a	Outdated	FACS Room

END OF CONSENT

7 Yes Motions Carried

PUBLIC COMMENT

- Jordan Carroll told the board that Robin Jacobs had been a Teaching Assistant in her classroom for the last 8 years and that she did not know what she would do without her when she retires in June.
- Kristin Swanson, bus driver, asked the board to consider a change to the policy that prevents bus drivers from giving treats to the students at the holidays. Since this is not a board issue, Ms. Steinhart said they will discuss it at the next Transportation Department meeting.

EXECUTIVE SESSION

1 – Mr. Grab 2 – Ms. Wienman

The Board of Education entered into Executive Session at 9:17 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;
	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:

7 Yes Motion Carried

**MOTION TO
ADJOURN**

1 – Mr. Galipeau 2 – Mr. Roddy
The Board of Education adjourned at 9:45 p.m.

7 Yes Motion Carried

Respectfully submitted,

ANGELINA MALONEY, SUPERINTENDENT

Angelina Maloney

STEPHANIE STEINHART, DISTRICT CLERK

Stephanie Steinhart

MARIA LEWIS, BOARD SECRETARY

Maria E. Lewis