Regular Meeting of the Board of Education
Bradley Elementary School Library
Tuesday, June 16, 2015 – 7:00 p.m.

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Recognition of Visitors and Delegations
4. Approval of Minutes
   - Revised from Regular Meeting of May 18, 2015
   - Regular Meeting of June 2, 2015
5. Correspondence and Communications
6. Board Committee Reports
   - Buildings, Grounds & Transportation Committee - June 3, 2015
   - Staffing & Curriculum Committee - June 8, 2015
7. New Business
   A. Personnel
      1. Appointments
         a. Substitute Teacher List

         It is recommended that the following be appointed to the per diem substitute teacher list:

         | Name            | Certification                                      |
         |-----------------|---------------------------------------------------|
         | James Caswell   | Uncertified                                       |
         | Samantha DiPietro| Early Childhood Ed. (B-2), Childhood Ed. (1-6) and Dance. |
7. New Business – Personnel – Appointments (cont'd.)

b. Coaches

It is recommended that the following coaches be appointed for the 2015-2016 winter sports season:

**Girls’ Volleyball**
Bill Gardinier, Head Varsity

**Girls’ Basketball**
Mike Callan, Head Varsity

c. Substitute Bus Driver

It is recommended that Scott Kelley be appointed to the position of substitute bus driver, effective June 17, 2015, pending satisfactory clearance for employment by the State Education Department.

d. Summer School Bus Drivers

It is recommended that the following be appointed to the summer school bus driver list: Brian Mathews, David White, Bill Welch, Barb Kivela, Linda Mundrick, Paul Lux, Fred Tedesco, Keith Hanna, Sandra DeSarro, Gary Fountain, David Green, Robin Wheatley, Kirstin Abbe, and Mike Wehrle.

e. Summer School Bus Aides

It is recommended that the following be appointed to the summer school bus aide list: Karen White, Mary Smith, Marlene Bailey, Melody Pickett, Dana Mackie, Lori Dunn, Sue Odin, Robin Wheatley, Tammy Matys, Mike Wehrle, and Kirstin Abbe.

B. Bus Parts Bid

It is recommended that the bus parts bid for the 2015-2016 school year be awarded on a per group basis to each vendor as listed.

Information: Invitations to bid were mailed to sixteen companies. Sealed bids were received from nine vendors for consideration.
7. New Business (cont'd.)

C. Musical Instruments Bid

It is recommended that the bid for musical instruments for the 2015-2016 school year be awarded on a per group basis to each vendor as listed.

Information: Invitations to bid were mailed to nine companies. Sealed bids were received from seven vendors for consideration.

D. Surplus Vehicles

It is recommended that the following three vehicles be declared surplus items for disposal:

2002 Ford 350 Van VIN#1FDWE45FX2HA28033
1999 Chevrolet Suburban VIN#1GNGK26R4XJ552137
1980 Chevrolet ¾ Ton Pick-Up VIN#CKM24A1143473

E. Inter-Municipal Agreement

It is recommended that the Inter-municipal agreement between the New Hartford Central School District and the Madison-Oneida BOCES for the term of July 1, 2015 through June 30, 2016 be approved.

F. Bus Bond Resolution

It is recommended that the Bond Resolution for the purchase of school buses be approved.

G. Amendment to Agreement

It is recommended that the Board of Education approve the Amendment to the Agreement between the district and Mary Mandel, Assistant Superintendent for Business.

H. Resolution of Condolence


RESOLVED, that the Board of Education express its sincere sympathy to the family of Robert Tamm and that this resolution be spread upon the records of the district and a copy sent to the family.”
7. New Business (cont'd.)

I. Committee on Pre-School Special Education (CPSE)

The recommendations from the Committee on Pre-School Special Education’s meeting of May 29, 2015 (7) are presented for approval.

J. Committee on Special Education (CSE)

The recommendations from the Committee on Special Education’s meetings of May 14, 2015 (9), May 27, 2015 (8), May 28, 2015 (10), June 3, 2015 (10), June 4, 2015 (14), June 8, 2015 (10), June 9, 2015 (8), and June 10, 2015 (12) are presented for approval.

K. 504 Committee

The recommendations from the 504 Committee’s meetings of May 14, 2015 (3), May 27, 2015 (1), June 8, 2015 (1), and June 9, 2015 (1) are presented for approval.

8. Other Business

- Legislative Update and Ongoing Board Strategy

9. Adjournment
Regular Meeting of the Board of Education  
Bradley Elementary School Library  
Monday, May 18, 2015  
7:00 P.M.

MEMBERS PRESENT:  Mr. Fleemma, Mr. Jadhon, Ms. King, Mr. Piotrowski, Ms. Soggs Coombs, Mr. Stephens

EXCUSED:  Ms. Philipson

OTHERS PRESENT:  Mr. Nole, Mr. Hyde Ms. Mandel, Ms. Heil

The meeting was called to order at 7:00 p.m.

Pledge of Allegiance

Recognition of Visitors and Delegations

Mr. Ed Wiatr, 2 Sylvan Glen Road, Utica, New York addressed the Board with a repeat request that either the Board consider microphones or speaking louder so that the audience can hear better and the audio taping will be able to better pick up what Board members are saying.

Board member Stephens complimented the Music Department on the recent concerts and Mr. Jadhon added kudos to the Art Department for the District-wide Art Show that recently took place as well.

Approval of Minutes

Mr. Fleemma moved and Ms. King seconded that the revised minutes from the Regular Meeting of April 28, 2015 be approved.

During the discussion period, Ms. Soggs Coombs pointed out a typographical error on the April 28, 2015 minutes under the Buildings, Grounds & Transportation Committee Report. The minutes were approved pending the correction.

Ayes 6, nays 0, motion carried.

Mr. Fleemma moved and Ms. King seconded that the minutes from the Regular Meeting of May 5, 2015 be approved.

Ayes 6, nays 0, motion carried.

Correspondence and Communications

Mr. Nole distributed a thank you card from a teacher who was recently granted tenure.

Mr. Nole announced that in a recent Friday Letter, July 8th was suggested for the Board’s Annual Reorganizational meeting but since publication of that Friday Letter, a conflict has arisen. The suggestion was now made to hold the Reorganizational meeting on Tuesday, July 7, 2015 at 5:00 p.m. Board members were in agreement and Mr. Nole noted that this date will be placed on the June 2, 2015 Board of Education meeting agenda for approval.
The Board then discussed the dates for the workshop to be held with the New York State Schools Boards Association representative to discuss the superintendent’s evaluation process and instrument. The Board agreed to hold this workshop on Wednesday, June 10, 2015 from 5:30 – 9:30 p.m. Discussion will take place at that workshop regarding a date for the annual Goal Setting Workshop.

Mr. Nole informed the Board that varsity football coach, Todd Hobin has recently notified the athletic director that he has accepted a position with the West Canada Valley School District and will not be returning to coach for New Hartford in the fall. The search for Todd’s successor is underway.

Mr. Piotrowski complemented the district on the “Dr. Kaboom” program recently held in the Performing Arts Center and requested that a thank you be sent to Theatre Manager, Susan Mojave to which Mr. Nole agreed.

Mr. Jadhon distributed a letter that he received from Ms. Lawrence and Mr. Nole confirmed that the process and procedure that the Board follows to enter into Executive Session is correct.

Board Committee Reports

Staffing & Curriculum Committee – May 11, 2015

Mr. Flemma reported: The Committee received the following reports: Physical Education/Health Department Report and the Science Department Report. Mr. Flemma reviewed the highlights of each of those reports. In addition, the Committee received a proposal from Special Education for a 15:1 program for students at Perry Jr. High. Mr. Flemma reviewed the highlights of the proposal. The Staffing & Curriculum Committee members were in favor of adding this program to the Jr. High School for the 2015-2016 school year. The Committee also discussed the “fact sheet” that will be shared with parents and placed on the district’s website regarding a common core update. The Community Relations Committee will meet to review the draft of the “fact sheet”.

New Business

A. Summer Music Lessons

Ms. King moved and Mr. Piotrowski seconded that the request by the Music Department to conduct a summer music lessons program be approved.

Ayes 6, nays 0, motion carried.
B. Personnel

1. Appointments

a. Summer Music Teachers

Ms. King moved and Ms. Soggs Coombs seconded that the following be appointed as teachers for the summer music lessons program: Katie Donovan, Michelle Wilcox, Maryann Snow, Tim Ferguson, Jo Anne Goodemote, Brian Dunlap, and Dan Fabbio.

Ayes 6, nays 0, motion carried.

b. Summer School Teachers

Ms. Soggs Coombs moved and Mr. Flemma seconded that Eve Calli, Justin Spanneut, Lisa Manley, Tammy Wiley, and Derek Richards be appointed as teachers for the 2015 Perry Jr. High summer school session.

Ayes 6, nays 0, motion carried.

c. Developmental Program Summer School Staff

Ms. Soggs Coombs moved and Mr. Piotrowski seconded that the following persons be appointed as summer school staff for the Developmental Program for the period of July 6, 2015 through August 14, 2015: Denise Altamuro, Christine Luvera, Nicole McKenna, Caitlyn Kerr, Michael Winkler, Lynne Roberts, Tammy Zecca, Anne Perra, Liz Halpin, and Terry Draper.

Ayes 6, nays 0, motion carried.

2. Reclassifications

a. Ms. Soggs Coombs moved and Ms. King seconded that Ryan Stillwell be reclassified from the position of cleaner nights to the position of grounds/building maintenance nights, effective August 17, 2015.

Ayes 6, nays 0, motion carried.

b. Mr. Flemma moved and Mr. Piotrowski seconded that Tom Hutchinson be reclassified from the position of bus driver to the position of cleaner nights, effective September 1, 2015.

Ayes 6, nays 0, motion carried.
3. Leave of Absence

Ms. King moved and Mr. Piotrowski seconded that Connie Brockett’s request for a voluntary layoff under the terms of Article X (C) (8) of the New Hartford Teachers’ Association Agreement for the six consecutive year period of July 1, 2015 through June 30, 2021 be approved.

Ayes 6, nays 0, motion carried.

C. Committee on Pre-School Special Education (CPSE)

Ms. Soggs Coombs moved and Ms. King seconded that the recommendations from the Committee on Pre-School Special Education’s meeting of May 1, 2015 (3) be approved.

Ayes 6, nays 0, motion carried.

D. Committee on Special Education (CSE)

Ms. Soggs Coombs moved and Mr. Piotrowski seconded that the recommendations from the Committee on Special Education’s meetings of April 28, 2015 (9), April 29, 2015 (3), May 5, 2015 (9), May 6, 2015 (11), May 11, 2015 (9), and May 12, 2015 (6) be approved.

Ayes 5, nays 0, abstain 1 (Mr. Flemma), motion carried.

E. 504 Committee

Ms. King moved and Ms. Soggs Coombs seconded that the recommendations from the 504 Committee’s meetings of April 28, 2015 (1), April 29, 2015 (7), May 5, 2015 (1), and May 11, 2015 (3) be approved.

Ayes 5, nays 0, abstain 1 (Mr. Flemma), motion carried.

Other Business

- Legislative Update and Ongoing Board Strategy
  
  No report was given.

- Schedule NYSSBA Workshop
  
  Workshop was scheduled for Wednesday, June 10, 2015 (see Correspondence and Communications report)
Mr. Fleemma asked the following questions of Ms. Mandel:

1) Did the Board of Education approve the property tax report card that was in the newsletter?

Ms. Mandel responded that the budget notice in the newsletter does not require Board approval but she will double check. She will also discuss it with the Budget & Finance Committee.

2) How is student enrollment calculated?

Ms. Mandel responded that the answer to that may vary, but for the most part, student enrollment is calculated using the BEDS (Basic Educational Data System) numbers.

Executive Session

Ms. King moved and Ms. Soggs Coombs seconded that the Board go into Executive Session at 7:37 p.m. for the purpose of discussing pending litigation with the Town of New Hartford and the employment history of particular persons.

Ayes 6, nays 0, motion carried.

The Board unanimously agreed to go out of Executive Session at 8:22 p.m.

The Board then discussed the after-prom party that took place off site on Saturday, April 18, 2015.

Adjournment

Ms. Soggs Coombs moved and Ms. King seconded that the meeting be adjourned at 8:31 p.m.

Ayes 6, nays 0, motion carried.

Respectfully submitted,

Betty Heil, Clerk
Regular Meeting of the Board of Education  
Bradley Elementary School Library  
Tuesday, June 2, 2015  
7:00 P.M.  

MEMBERS PRESENT: Mr. Flemma, Mr. Jadhon, Ms. King, Ms. Philipson,  
Mr. Piotrowski, Ms. Coombs, Mr. Stephens  

OTHERS PRESENT: Mr. Nole, Mr. Hyde, Ms. Mandel, Ms. Heil  

The meeting was called to order at 7:00 p.m. by Board President, Mr. Jadhon  

Pledge of Allegiance  

Recognition of Visitors and Delegations  

Mr. Jamie and Mrs. Jessica McNair, 79 Sanger Avenue, New Hartford, New York addressed the Board to thank them for their leadership, guidance and support shown for the community over the last year. They also shared with the Board a letter which they will submit to Dr. Futscher, Bradley Elementary Principal, regarding their refusal for both of their children to participate next year in any state testing that will be utilized in teacher assessment. The Board further discussed APPR and issues with the State Education Department further and it was noted that the Community Relations Committee continues work on producing a “fact sheet”.  

Ms. King was excused at 7:17 p.m.  

Mr. Stephens congratulated Ms. Coombs on her recent re-election to the Board of Education.  

Approval of Minutes  

Mr. Piotrowski moved and Mr. Stephens seconded that the minutes of the Regular Meeting of May 18, 2015 be approved.  

During the discussion phase, Mr. Flemma pointed out that a segment was missing from the May 18, 2015 minutes under Correspondence and Communications where Mr. Jadhon distributed a letter that he received to the remainder of the Board and that Mr. Jadhon also discussed it with Mr. Nole to assure that the Open Meetings Law was being followed. The motion to approve the minutes was withdrawn and the minutes will be brought back to the Board for approval at their June 16, 2015 meeting.  

Correspondence and Communications  

Mr. Nole distributed invitations that were addressed to the Board members regarding the upcoming Sophomore/Junior Awards Ceremony. He also distributed a chart that the Board had received in their most recent Friday Letter containing all of the upcoming awards ceremonies so that the Board members can choose which they would like to attend to assure that there is Board representation at each.
Board Committee Reports

Audit Committee – May 28, 2015

Ms. Philipson reported: The committee received the agenda and auditor’s schedule for the audit of fiscal year end June 30, 2015. The audit objective, approach and new standards were also reviewed. Field work will begin June 22, 2015 with final field work scheduled for the week of August 10, 2015. The audit will be presented and reviewed with the Budget & Finance/Audit Committee in October 2015. The Questar III Inter-Municipal Agreement was reviewed with the committee and will be presented to the Board of Education at their July 2015 meeting. A Request for Proposal for Independent Audit Services will be prepared and mailed in the fall of 2015 and will be reviewed with the committee again at that time.

Budget & Finance Committee – May 28, 2015

Ms. Philipson reported: The committee reviewed the third quarter 2014-2015 financial reports and budget transfers. Expenditure projections through June 30, 2015 are anticipated to be below appropriations and revenue projections are above budget. Fund balance projection for the current year was also reviewed. The efficiency plan items that were submitted to the Department of Budget as part of the Government Efficiency Plan were reviewed. A 2014-2015 goals update was provided. Two items that were previously raised at Board of Education meetings were also reviewed. Approval of the 2015-2016 Property Tax Report Card will be requested as an addendum to the June 2, 2015 Board of Education meeting agenda.

An in depth discussion by the Board of Education then took place regarding the last two follow up items on the above Budget & Finance Committee Report.

Community Relations Committee – May 28, 2015

Ms. Philipson reported: The committee reviewed the “fact sheet” containing updated information impacting education. Additional updates from the State Education Department and the governor’s office are expected. The additional documents will be shared with the committee when received. The news release regarding the Sr. High Principal was shared and discussed with the committee. The release will be issued on June 3, 2015.

New Business

1. Appointments

a. Sr. High School Principal

This item was tabled for discussion in Executive Session and it will be acted on when the Board convenes again in open session.
b. Elementary Teacher

Mr. Stephens moved and Ms. Philipson seconded that upon the recommendation of Robert J. Nole, Superintendent of Schools, Gina Stagliano is hereby appointed on probation to the elementary tenure area. The service shall begin on September 1, 2015 and end on August 31, 2017. The appointee is certified (initial) in Early Childhood Education (B-2) & Childhood Education (1-6).

Ayes 6, nays 0, motion carried.

c. Elementary Teacher

Ms. Coombs moved and Ms. Philipson seconded that upon the recommendation of Robert J. Nole, Superintendent of Schools, Jennette Nichols is hereby appointed on probation to the elementary tenure area. The service shall begin on September 1, 2015 and end on August 31, 2016. The appointee is certified (permanent) in Childhood Education (Pre-K-6).

Ayes 6, nays 0, motion carried.

d. Elementary Teacher

Ms. Philipson moved and Ms. Coombs seconded that upon the recommendation of Robert J. Nole, Superintendent of Schools, Erica Kloster is hereby appointed on probation to the elementary tenure area. The service shall begin on September 1, 2015 and end on August 31, 2017. The appointee is certified (initial) in Early Childhood Education (B-2) & Childhood Education (1-6).

Ayes 6, nays 0, motion carried.

e. Elementary Teacher

Mr. Stephens moved and Ms. Coombs seconded that upon the recommendation of Robert J. Nole, Superintendent of Schools, Lisa Florenz is hereby appointed on probation to the elementary tenure area. The service shall begin on September 1, 2015 and end on August 31, 2017. The appointee is certified (permanent) in Pre-K, Kindergarten, and Grades 1-6.

Ayes 6, nays 0, motion carried.
f. English Teacher

Ms. Stephens moved and Ms. Coombs seconded that upon the recommendation of Robert J. Nole, Superintendent of Schools, Melissa Coffay is hereby appointed on probation to the academic tenure area of English. The service shall begin on September 1, 2015 and end on August 31, 2017. The appointee is certified (Professional) in English Language Arts (7-12).

Ayes 6, nays 0, motion carried.

g. Foreign/World Language Teacher

Ms. Philipson moved and Ms. Coombs seconded that upon the recommendation of Robert J. Nole, Superintendent of Schools, Meredith Doyle is hereby appointed on probation to the tenure area of Foreign/World Language. The service shall begin on September 1, 2015 and end on August 31, 2017. The appointee is certified (initial) in Spanish 7-12.

Ayes 6, nays 0, motion carried.

h. Science Department Chair

Mr. Stephens moved and Ms. Coombs seconded that André Paradis be re-appointed to the position of Science Department Chair, effective July 1, 2015 through June 30, 2020.

Ayes 6, nays 0, motion carried.

i. Library Media Specialist Department Chair

Ms. Coombs moved and Mr. Piotrowski seconded that Carrie Storm be re-appointed to the position of Library Media Specialist Department Chair, effective July 1, 2015 through June 30, 2020.

Ayes 6, nays 0, motion carried.

j. Assistant Social Studies Department Chair

Ms. Coombs moved and Ms. Philipson seconded that Tammy Wiley be re-appointed to the position of Assistant Social Studies Department Chair, effective July 1, 2015 through June 30, 2020.

Ayes 6, nays 0, motion carried.
k. Substitute Teacher List

Mr. Stephens moved and Ms. Philipson seconded that the following persons be appointed to the per diem substitute teacher list:

<table>
<thead>
<tr>
<th>Name</th>
<th>Certification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Benjamin Zalewski</td>
<td>Uncertified</td>
</tr>
<tr>
<td>Douglas LaFlamme</td>
<td>Uncertified</td>
</tr>
<tr>
<td>George White</td>
<td>Uncertified</td>
</tr>
<tr>
<td>John Giordano</td>
<td>Uncertified</td>
</tr>
</tbody>
</table>

Ayes 6, nays 0, motion carried.

Ms. Philipson moved and Mr. Piotrowski seconded that the following person be appointed to the per diem substitute teacher list:

<table>
<thead>
<tr>
<th>Name</th>
<th>Certification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Margaret Jevens</td>
<td>Music</td>
</tr>
</tbody>
</table>

Ayes 6, nays 0, motion carried.

l. Coaches

Ms. Coombs moved and Mr. Philipson seconded that the following coaches be approved for the fall 2015 sports season:

**Boys Soccer**

Mark McFarland – Head Varsity  
Jill Davies-Nelson – Asst. Varsity  
Jim Carroll – Head JV  
Jason Haberek – Head Modified

**Girls Soccer**

Frank DuRoss – Head Varsity  
Richard Dobrodziej – Asst. Varsity  
Mike Tesak – Head JV  
Dan Pope – Head Modified
Girls Swimming

Tom Wells – Head Varsity
Kristen Falvo – Asst. Varsity
Lauren Halladay – Volunteer Varsity

Cross Country

Jeremy West – Head Varsity Boys
Andrea Lewis – Head Varsity Girls

Field Hockey

Kelly Reese – Head Varsity
Katie Cooke – Asst. Varsity

Cheerleading

Betsy Sinisgalli – Head Varsity

Ayes 6, nays 0, motion carried.

B. Certification of Annual Budget Vote

Mr. Stephens moved and Ms. Coombs seconded that the Statement of Inspectors for the May 19, 2015 Annual Budget Vote be accepted.

Ayes 6, nays 0, motion carried.

C. Date for Reorganization Meeting

Ms. Philipson moved and Ms. Coombs seconded that the Board of Education designate July 7, 2015 for the Annual Reorganization Meeting.

Ayes 6, nays 0, motion carried.

D. Treasurer’s Reports

Ms. Coombs moved and Mr. Piotrowski seconded that the April 30, 2015 Treasurer’s Report be accepted.

Ayes 6, nays 0, motion carried.

E. Revenue and Expense Reports

Mr. Piotrowski moved and Ms. Philipson seconded that the Revenue and Expense Reports for January, February, and March 2015 be accepted.

Ayes 6, nays 0, motion carried.
F. Budget Transfers

Mr. Stephens moved and Ms. Coombs seconded that the April 30, 2015 Budget Transfers be approved.

Ayes 6, nays 0, motion carried.

G. Committee on Pre-School Special Education (CPSE)

Ms. Coombs moved and Ms. Philipson seconded that the recommendation from the Committee on Pre-School Special Education Committee's meeting of May 8, 2015 (1) be approved.

Ayes 6, nays 0, motion carried.

H. Committee on Special Education (CSE)

Mr. Piotrowski moved and Ms. Coombs seconded that the recommendations from the Committee on Special Education's meetings of May 13, 2015 (9), May 15, 2015 (10), May 18, 2015 (12), and May 19, 2015 (6) be approved.

Ayes 5, nays 0, abstain 1 (Mr. Flemma), motion carried.

I. 504 Committee

Ms. Philipson moved and Ms. Coombs seconded that the recommendation from the 504 Committee's meeting of May 13, 2015 (3) be approved.

Ayes 5, nays 0, abstain 1 (Mr. Flemma), motion carried.

J. 2015-2016 Property Tax Report Card

Ms. Philipson moved and Ms. Coombs seconded that the 2015-2016 Property Tax Report Card be approved and ratified.

During the discussion segment, Mr. Flemma moved to table action on this item and suggested that a letter be requested from the State Education Department that confirms the authority to retroactively approve this property tax report card. There being no second to the motion, the motion failed.

Ayes 5, nays 0, abstain 1 (Mr. Flemma), Original motion to approve carried.
Other Business

- Legislative Update and Ongoing Board Strategy

  Discussion took place under Visitors and Delegations Report.

Executive Session

Ms. Coombs moved and Ms. Philipson seconded that the Board go into Executive Session at 8:01 p.m. for the purpose of discussing collective negotiations with the New Hartford Teachers’ Association and the employment history of particular persons.

  Ayes 6, nays 0, motion carried.

Ms. King returned to the meeting at 8:20 p.m.

The Board unanimously agreed to go out of Executive Session at 10:16 p.m.

New Business

A. Personnel

1. Appointments

   a. Sr. High School Principal

      Ms. King moved, and Ms. Philipson seconded that upon the recommendation of Robert J. Nole, Superintendent of Schools, Mark Benson is hereby appointed on probation to the administrative tenure area of secondary principal. The probationary term will begin on July 3, 2015 and end on June 30, 2018. The appointee is certified (permanent) in the area of School Administrator and Supervisor.

      Ayes 6, nays 1 (Mr. Fleemma), motion carried.

K. Authorization to Enter Into Agreement

Ms. Coombs moved and Mr. Piotrowski seconded that the Board of Education authorize the superintendent of schools to execute a Memorandum of Agreement between the superintendent and the New Hartford Teachers’ Association regarding the percentage index for the Latin Club advisorship.

Ayes 7, nays 0, motion carried.
Adjournment

Ms. Coombs moved and Ms. King seconded that the meeting be adjourned at 10:21 p.m.

Ayes 7, nays 0, motion carried.

Respectfully submitted,

Betty Heil, Clerk
NEW HARTFORD CENTRAL SCHOOL DISTRICT
BUSINESS OFFICE
29 Oxford Road
New Hartford, NY 13413

MARY B. MANDEL
Assistant Superintendent
For Business Affairs
Phone: 315-624-1202
Fax: 315-624-1265

TO: Robert J. Nole
Superintendent of Schools

FROM: Mary B. Mandel
Assistant Superintendent for Business Affairs

RE: Board Agenda

DATE: June 10, 2015

Enclosed please find minutes from the June 3, 2015 Buildings, Grounds and Transportation Committee Meeting for approval at the June 16, 2015 Board of Education Meeting.

MBM:rak
Enclosures
BUILDING, GROUNDS & TRANSPORTATION COMMITTEE
MEETING MINUTES
June 3, 2015

Members Present:  Mrs. Beth Coombs
Mr. Ed Flemma
Mr. Paul Piotrowski

Others Present:  Mrs. Mary Mandel
Mr. Robert Nole
Mr. Andy Morgan
Mr. John Banek
Ms. Francesca Dunlevy

Mrs. Coombs called the meeting to order at 12:00 p.m.

Foundation Committee Presentation:
Mr. Flemma and Ms. Dunlevy presented the Foundation Committee’s proposed project and future capital project initiative to raise funds for the cost of the local share of a new scoreboard for the Don Edick field. They also reviewed the information necessary to secure a possible large donor which will assist with accomplishing the committee’s fundraising goal. They requested assistance from other stakeholders such as the District Athletic Director and Marching Band Director.

Fire Inspection Report-New process (State Education Department):
Mr. Morgan reviewed with the committee the new annual fire inspection report process required by the New York State Education Department. He explained that the new certification process is completely on-line via the secure State Education Department Application Business Portal.

School Safety Officer Survey:
Mrs. Mandel reviewed with the committee a survey that will be distributed to parents and New Hartford School District employees to obtain their input on the new safety officer program in the district.

Perry Junior High Science Room:
The final report from the independent air quality testing that was conducted on May 3, 2015 in a science classroom at Perry Junior High, was received on May 12, 2015. The lab results show no Stachybotrys or Penicillium/Aspergillus (mold) spores. As reported previously, additional air testing for mold was completed in April 2015 with results that indicated a very low level of mold spore presence. As a result, in addition to the remediation that occurred during the first week of April, the unit ventilators and surfaces in the classroom were HEPA cleaned (high efficiency Particulate arresting) by an independent company. The results were provided to Dr. Levatino and the classroom teacher.

Department of Transportation Inspection:
Mrs. Mandel distributed and reviewed the New York State Department of Transportation Bus Inspection report indicating a 99.1% passing rate, placing our maintenance program among the best in New York State. This report summarized the results of vehicle inspections performed on the New Hartford Central School District bus fleet during the State fiscal year of April 1, 2014 to March 31, 2015. Mrs. Mandel commended the mechanics for their excellent job performance and dedication to the safety of our students.

Goals Update:
Mrs. Mandel reviewed with the committee the 2014-2015 goals that were accomplished to date. For example safety measures implemented such as: implemented school safety officer program for increased security coverage in the buildings district wide; obtained a $30,000 mutual link safety grant to further enhance communication with first responders; received a safety grant in the amount of $500 and “Titanium with Honors” from Utica National Insurance Company, and upgraded security cameras on school buses.
Verizon Wireless Tower:
Mr. Morgan reported that a review of the potential use of Myles Elementary property as a cell tower site has been delayed as a result of Verizon Wireless choosing another site.

Adjournment:
The meeting was adjourned at 1:15 p.m.
New Hartford Central School District
Staffing and Curriculum Minutes
June 8, 2015
4:00 p.m.

Members Present:  Lisa Philipson, Ed Fleemma, James Stephens

Others Present:  Allen Hyde, Ashraf Allam, Keith Levatino, Margaret Weber, Sheila Grimmer

Call to Order: by Lisa Philipson at 4:00 pm

Received Occupation Education: Business and Technology Curriculum Cycle Report
Mrs. Weber presented. Highlights: Gary VonDauber, Assistant Department Chairman, present as well. Mrs. Weber presented the curriculum cycle report. The presentation was opened with Mrs. Weber showing two pictures demonstrating how teaching has evolved over the years. All classrooms are activity and project based. The teacher monitors rather than directs the learning in the classroom. The plan is divided into five parts, which include Family and Consumer Science, Business/Computer Education, Project Lead The Way, Elementary Computer Technology and DELTA STEM. All teachers were reviewed as well as the courses they teach at the respective buildings in the district. Literature review was discussed. Reviewing costs of recommendations as presented through the report. Family and Consumer Sciences is offered at the seventh grade level. There are no changes requested for this part of the department. Business and computer education was reviewed. Two courses will now be offered as dual credit through MVCC. Work study is recommended as a career enrichment program. Computer Education - looking into Introduction to Computer Science Course. This will be reviewed by Staffing & Curriculum. The committee will review the Introduction to Computer Science in the fall.

PLTW was first offered in 1998. All PLTW courses were reviewed by Mrs. Weber. Recommended changes include offering Flight and Space replacing the Gateway Module: Magic of Electron. Also, offering a School Partnership Team and Speaker Series, which will link the District PLTW program to the community, local economy and local industry needs, offering dual credit for Digital Electronics, Technology Fair/Maker Club, adding an Advanced Placement credit course and encouraging female students to enroll in Secondary STEM classes. There will also be an exploration of starting a FIRST Robotics Team for our school. This is offered at all levels for students. This will be investigated and an implementation plan will be explored. The initial year of purchasing materials and registration fees can be costly. This would also require and advisor as well. This can also be offered as a class. A plan will be presented to the committee in the fall.

Software will be purchased to update programs for the elementary computer technology classes. DELTA STEM will continue to be offered and the program will be examined to ensure
it is meeting the needs of our students.

**Received World Language (LOTE) Curriculum Cycle Report**

Mrs. Grimmer presented.

Highlights: Staff members in attendance were introduced. The report will take four full years to implement. The plan includes prioritized curriculum for the World Language Department. Current secondary course offering were presented. Key words for the World Language Department Vision Statement were presented. Communication, collaboration and technology were highlighted. The four-year process was reviewed. The tasks for the next several years were presented to the committee. Elements of an Exemplary Program were presented. This included a discussion about flipped classrooms as well as other technology available to enhance learning in the classroom. Mrs. Grimmer discussed “world-ready” as it relates to teaching languages. All courses will remain the same for the 2015-16 school year. The ebook was reviewed. The BOE has been invited to attend a lesson that will be taught in the language lab. Collaboration has been the key in the department on using best practices to deliver instruction to our students. Strengths as well as opportunities/challenges were presented.

Recommendations were shared. This includes acquiring Google Chromebooks, French textbooks and the **Digital value plus bundle** was presented as a recommendation to purchase. Wireless slates will be replaced for classroom teachers. Examples of how the slates can be used were discussed. Teacher inservice will be offered through our Teacher Center beginning in the fall of 2015. The budget was presented as well. Online textbooks will be purchased. Literature reviews were discussed as well.

Enrollment was discussed. The upper levels are still feeling the impact of the changes implemented a few years ago. Within the next three years, the numbers are expected to increase in reference to enrollment in the World Language classes. In the fall, the Board of Education will be invited to attend a lesson at the secondary level.

**Received Updated Transition From 6-7 Grade Report**

Mr. Ashraf Allam and Dr. Levatino presented. They discussed key points of the transition plan including training on using the parent portal. A video was also discussed that will be used to help with this training. The sixth grade students will be visiting Perry Junior High School and learn about what will be expected when they enter school in the fall. This is the first year all three buildings will experience a uniform experience when visiting Perry. Study habits were discussed. Specific examples are given to students to help them meet with success. They are presented the first week of school to all students via the classroom teachers. There will be a club fair and music fair held during the first week of school in the fall. Continued alignment has helped to narrow the gap in expectations from sixth grade to seventh grade. Plans to assist students have been implemented to assist as students transition to Perry. The August visit will be utilized to host a parent meeting where Dr. Levatino will discuss keys to meeting with success as a junior high student. The committee asked follow-up questions regarding the transition such as balancing after-school activities with academics, Parent meetings are held
mid-winter to help parents gain insight into expectations at the junior high.

**Received Upcoming Summer Curriculum Work**
Mr. Hyde presented. Summer work includes Curriculum Alignment Process (CAP) for all teachers. Several departments will be completing summer curriculum projects. The New Teacher Induction Program will be provided to new teachers, Growth Mindset workshops will be offered to classroom teachers. *Guided Reading: Revisit, Reflect and Renew* will be offered to elementary teachers.

**Received Common Core Update and Discussion**
Updates for the “Fact Sheet” will be shared as information becomes available.

Meeting adjourned by Lisa Philipson at 5:30 pm

Next meeting for Staffing & Curriculum Committee: September 2015 in the Bradley Library.
Name: James Caswell

Address:

**Position:** Uncertified Per Diem Substitute Teacher

**Educational Background:**
Bachelor’s in Physical Education - SUNY Cortland - May 2015
Associates in General Education - MVCC

**Education Experience:**
Student Teaching-New Hartford Senior High- Physical Education
Student Teaching-Westmoreland Elementary - K-4

**Certification Status:**

<table>
<thead>
<tr>
<th>Issue Date</th>
<th>End Date</th>
</tr>
</thead>
</table>

**Effective Date Pending Board of Education approval:**
June 17, 2015

**Salary Justification:**
Per New Hartford Teachers’ Association Contract - Per Diem uncertified rate at $72.00 per day

June 4, 2015
NEW HARTFORD CENTRAL SCHOOL DISTRICT

Name: Samantha DiPietro

Address:

Position: Certified Per Diem Substitute Teacher

Educational Background:
Master Degree in Educational Technology Specialist-Potsdam - May 2015
Bachelor of Arts in Childhood/Early Childhood Education and Dance- SUNY Potsdam

Education Experience:
Potsdam Central School District - Pre K-8th - 9/2014- Present
East Side Elementary - Student Teaching - First Grade - 3/20/2014 - 5/16/2014
St. Regis Mohawk - Student Teaching - 5th Grade 1/15/2014 - 3/19/2014

Certification Status:

<table>
<thead>
<tr>
<th>Certification Status</th>
<th>Issue Date</th>
<th>End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dance-Initial Certificate</td>
<td>2/01/2015</td>
<td>1/31/2020</td>
</tr>
<tr>
<td>Early Childhood Education (Birth-Grade 2) Initial Certificate</td>
<td>9/01/2014</td>
<td>8/31/2019</td>
</tr>
<tr>
<td>Childhood Education (Grades 1-6) Initial Certificate</td>
<td>9/01/2014</td>
<td>8/31/2019</td>
</tr>
</tbody>
</table>

Effective Date Pending Board of Education approval:
June 17, 2015

Salary Justification:
Per New Hartford Teachers’ Association Contract - Per Diem certified rate at $78.00 per day

May 29, 2015