AGENDA

1. Call to Order

2. Pledge of Allegiance

3. Recognition of Visitors and Delegations

4. Approval of Minutes
   - Regular Meeting of May 18, 2015

5. Correspondence and Communications

6. Board Committee Reports
   - Audit Committee - May 28, 2015
   - Budget & Finance Committee - May 28, 2015
   - Community Relations Committee - May 28, 2015

7. New Business

   A. Personnel

      1. Appointments

         a. Sr. High School Principal

         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.
7. **New Business – Personnel – Appointments (cont'd.)**

b. **Elementary Teacher**

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).

c. **Elementary Teacher**

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).

d. **Elementary Teacher**

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).

e. **Elementary Teacher**

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.
f. English Teacher

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).

g. Foreign/World Language Teacher

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).

h. Science Department Chair

It is recommended that André Paradis be re-appointed to the position of Science Department Chair, effective July 1, 2015 through June 30, 2020.

i. Library Media Specialist Department Chair

It is recommended that Carrie Storm be re-appointed to the position of Library Media Specialist Department Chair, effective July 1, 2015 through June 30, 2020.

j. Assistant Social Studies Department Chair

It is recommended that Tammy Wiley be re-appointed to the position of Assistant Social Studies Department Chair, effective July 1, 2015 through June 30, 2020.
7. New Business – Personnel – Appointments (cont’d.)

k. Substitute Teacher List

It is recommended that the following 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>

l. Coaches

It is recommended 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
7. New Business – Personnel – Appointments – Coaches (cont'd.)

Field Hockey

Kelly Reese – Head Varsity
Katie Cooke – Asst. Varsity

Cheerleading

Betsy Sinisgalli – Head Varsity

B. Certification of Annual Budget Vote

It is recommended that the Statement ofInspectors for the May 19, 2015 Annual Budget Vote be accepted.

C. Date for Reorganization Meeting

It is recommended that the Board of Education designate July 7, 2015 for the Annual Reorganization Meeting.

D. Treasurer’s Reports

It is recommended that the April 30, 2015 Treasurer’s Report be accepted.

E. Revenue and Expense Reports

It is recommended that the Revenue and Expense Reports for January, February, and March 2015 be accepted.

F. Budget Transfers

It is recommended that the April 30, 2015 Budget Transfers be approved.

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

The recommendation from the Committee on Pre-School Special Education’s meeting of May 8, 2015 (1) is presented for approval.

H. Committee on Special Education (CSE)

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) are presented for approval.
7. New Business (cont'd.)
   I. 504 Committee

      The recommendations from the 504 Committee's meeting of May 13, 2015 (3) 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. Flemma, 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. Flemma 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. Flemma 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.

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. Flemma 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
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: May 29, 2015

Enclosed please find minutes from the May 28, 2015 Audit Committee and Budget and Finance Committee meetings for approval at the June 2, 2015 Board of Education Meeting.

MBM:rak
Enclosures
New Hartford Central School District
Audit Committee
Minutes
May 28, 2015

Members Present:  Mrs. Lisa Philipson
Mrs. Pam King
Mr. Paul Piotrowski

Others Present:   Mrs. Mary Mandel
Ms. Kimberly Hibbard
Ms. Shannon Nelson
Mr. Tom Palmer

Call to Order:  Mrs. Philipson called the meeting to order at 3:15 p.m.

Pre-Audit Conference-Independent Auditor (Dermody, Burke & Brown):

Mrs. Mandel distributed the agenda received from Ms. Shannon Nelson of Dermody, Burke and Brown regarding the independent auditor’s schedule to complete the audit for the fiscal year end June 30, 2015. Ms. Nelson reviewed the audit objectives, audit approach, new GASB standards, and fielded questions from the committee. Field work will begin June 22, 2015 with final field work scheduled for the week of August 10, 2015. The independent audit will be presented and reviewed at the Budget and Finance/Audit Committee meeting in October 2015.

Ms. Nelson excused school administrators from the meeting to inquire of the committee any concerns that they may have as they plan the audit.

Quesstar III Inter-Municipal Agreement:

Mrs. Mandel reviewed the BOCES Quesstar III Inter-Municipal Agreement with the committee. The internal audit is a mandated service from the New York State Comptroller’s Office. The committee recommended that the District continue participation with Quesstar III BOCES for this service for the 2015-2016 school year. The agreement will be presented to the Board of Education for approval at their July 2015 meeting.

Request for Proposal for Independent Audit Services:
Mrs. Mandel indicated that a Request for Proposal for Independent Audit Services will be prepared and mailed in the Fall of 2015. This will be reviewed again with the committee at that time.

Adjournment:
The meeting was adjourned at 3:55 p.m.

rak
New Hartford Central School District  
Budget and Finance Committee  
Minutes  
May 28, 2015  
3:30 p.m.

Members Present:  
Mrs. Lisa Philipson  
Mrs. Pam King  
Mr. Paul Piotrowski

Others Present:  
Mrs. Mary Mandel  
Ms. Kimberly Hibbard

Call to Order:  Mrs. Philipson called the meeting to order at 3:55 p.m.

Third Quarter Reports:  
The third quarter 2014-2015 financial reports and budget transfers were reviewed by the committee and will be presented to the Board of Education at their June 2, 2015 meeting. The expenditure projections through June 30, 2015 are anticipated to be below appropriations as a result of cost containment measures that this district is undertaking to control expenses. Revenue projections are above budget as a result of higher than anticipated BOCES aid and PILOT revenue. Fund balance projection for the current year was reviewed.

Tax Freeze Government Efficiency Plan Review:  
Mrs. Mandel reviewed the efficiency plan items that were submitted to The Department of Budget as part of the eleven school district consortium Government Efficiency Plan.

Goals Update:  
Mrs. Mandel stated that the 2014-2015 goals associated with this committee have been met and will be finalized over the next few weeks.

Board Meeting Follow-Up:  
The committee reviewed two items that were raised at the end of the previous Board of Education meetings.

1. It was mentioned at the April 7, 2015 Board of Education meeting that the information provided last year during budget presentations regarding the estimated change in taxes on a home assessed at $100,000 with the Basic Star exemption was believed to be incorrect. Using the specific example provided during the budget presentations last year, the estimated increase on a $100,000 home was $41. Therefore, if a home with the Basic STAR exemption is assessed at $181,500 the increase would have been $74 when applying the following calculation: $41 \times 1.815 = $74. This $74 is also the amount of increase that was confirmed by comparing the actual tax bill totals for 2013 and 2014 on this house. Therefore, the estimated $41 was correct.

2. It was mentioned at the May 18, 2015 Board of Education meeting that the tax report provided in the District Newsletter requires Board approval. The report that is provided in that publication is the “Budget Notice” and does not require Board approval. Mrs. Mandel stated that similar to this year, she will review the property tax cap, property tax report card and budget notice with the Budget and Finance Committee. In addition, the report due in April to the State Education Department will be added to the budget resolution in April.

Adjournment:  
The meeting was adjourned at 4:30 p.m.

rak
New Hartford Central School District
Community Relations Committee Meeting Minutes
May 28, 2015
4:30 p.m.

Members Present: Lisa Philipson, Ed Flemma, Pam King

Others Present: Robert Nole, Allen Hyde

Call to Order: by Lisa Philipson at 4:30 pm

“Fact Sheet” Education Policy – The committee reviewed the “Fact Sheet” containing updated educational policies impacting teacher & principal evaluation, tenure and other actions impacting education. The format and content was discussed and the recommendation of adding a Frequently Asked Questions document will be developed in addition to the original “Fact Sheet” document. All of the information will be available on the school website. We are currently awaiting some additional updates from the New York State Education Department as well as the governor’s office. The updated documents will be shared with the committee for review and feedback.

Press Release – The press release announcing the Senior High School Principal was shared and discussed. Mr. Nole will be adding a quote to the press release. The information will be released to media outlets on Wednesday, June 3, 2015.

Meeting adjourned: by Lisa Philipson at 4:55 pm