Regular Meeting of the Board of Education
Bradley Elementary School Library
Tuesday, April 22, 2014 - 7:00 P.m.

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Recognition of Visitors and Delegations
4. Correspondence and Communications
5. Board Committee Reports
   - Building, Grounds & Transportation Committee - April 1, 2014
   - Staffing & Curriculum Committee - April 7, 2014
6. Old Business
   A. Third Reading of Policies/Regulations

It is recommended that the following policies/regulations be adopted following the third and final reading:

#3010 Organizational Plan of the New Hartford Central School District
#3010.1 Instructional Organizational Chart
#3010.2 Program Support Organizational Chart
#3011 Administrative Job Descriptions
#3011.1 Administrative Council
#3011.2 Superintendent of Schools
#3011.3 Assistant Superintendent for Curriculum and Instruction
#3011.4 Assistant Superintendent for Business
#3011.5 Building Principal
#3011.6 Director of Student Services
#3011.7 Dean of Students
#3011.8 Summer School Principal
#3011.9 Director of Adult Education
6. Old Business – Third Reading of Policies/Regulations (cont’d.)

   #3011.10 Director of Instructional Technology
   #3011.12 Director of Athletics, Wellness & Safe Schools
   #3011.13 Athletic Coordinator (Extra-Duty Annual Appointment)
   #3015 Administrative Action in Absence of Policy

7. New Business

A. Personnel

1. Appointments

   a. English Teacher

      Upon the recommendation of Robert J. Nole, Superintendent of Schools, Kelly Paul is hereby appointed on probation to the tenure area of English. The service shall begin on September 1, 2014 and end on August 31, 2016. The appointee is certified (permanent) in Nursery, Kindergarten & Grades 1-6, English 7-9 Extension.

   b. Permanent Substitute Speech and Language Pathologist

      Upon the recommendation of Robert J. Nole, Superintendent of Schools, AnnaMaria Mirza is hereby appointed to the position of permanent substitute speech and language pathologist. The service shall begin on May 1, 2014 and end on June 30, 2016, pursuant to the agreement with the collective bargaining unit. The appointee is certified (initial) in the area of Speech and Language Disabilities.

   c. Substitute Teacher List

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

      | Name                | Certification                  |
      |---------------------|-------------------------------|
      | Mary Herzog-Spanneut | Mathematics (7-12)            |
      | Melissa Chiffy       | Occupational Therapist        |
7. New Business - Personnel - Appointments (cont’d.)

d. Substitute Cleaners

1. It is recommended that Alex Brown be appointed to the position of substitute cleaner, effective April 23, 2014, pending satisfactory clearance for employment by the State Education Department.

2. It is recommended that Vincent DelMastro be appointed to the position of substitute cleaner, effective April 23, 2014, pending satisfactory clearance for employment by the State Education Department.

3. It is recommended that Colin Douglas be appointed to the position of substitute cleaner, effective April 23, 2014, pending satisfactory clearance for employment by the State Education Department.

e. Substitute Bus Drivers

1. It is recommended that David Casler be appointed to the position of substitute bus driver, effective April 23, 2014, pending satisfactory clearance for employment by the State Education Department.

2. It is recommended that John Winter be appointed to the position of substitute bus driver, effective April 23, 2014, pending satisfactory clearance for employment by the State Education Department.

2. Unpaid Leave of Absence

It is recommended that the request for an extension to an unpaid leave of absence be granted to Katrina Griffith from July 1, 2014 through June 30, 2015.

B. Adoption of BOCES Budget for 2014-2015

It is recommended that the Board of Education approves the tentative administration budget of the Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties, in the amount of $2,298,190.75 for 2014-2015.
7. New Business (cont’d.)

C. Election of BOCES Board Members

It is recommended that the Board of Education casts its votes for the slate of candidates as presented at the April 2, 2014 BOCES Annual Meeting.

D. Budget Transfers

It is recommended that February 28, 2014 budget transfers be approved.

E. Committee on Special Education (CSE)

The recommendations from the Committee on Special Education’s meetings of March 21, 2014 (7), March 26, 2014, (9), April 4, 2014 (2), April 8, 2014 (7), and April 9, 2014 (16) are presented for approval.

F. 504 Committee

The recommendations from the 504 Committee’s meetings of March 21, 2014 (3) and April 8, 2014 (1) are presented for approval.

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

The recommendations from the Committee on Pre-School Special Education’s meeting of April 4, 2014 (2) are presented for approval.

8. Adjournment
BUILDING, GROUNDS & TRANSPORTATION COMMITTEE
MEETING MINUTES
April 1, 2014
5:00 p.m.

Members Present:  Mrs. Beth Soggs
                  Mr. Ed Flemma
                  Mrs. Lisa Philipson

Others Present:   Mrs. Mary Mandel
                  Mr. Robert Nole
                  Mr. Andy Morgan
                  Mr. Tom Hulser
                  Ms. Kim Luker
                  Dr. Keith Levatino
                  Mr. Paul Pietrowski
                  Mr. Jim Stephens
                  Mr. Joe Shields
                  Mr. Mike Callan
                  Ms. Cathy Lawrence

Mrs. Soggs called the meeting to order at 5:00 p.m.

District Safety Review:
Mrs. Mandel distributed information packets regarding safety initiatives, the potential hiring of retired
police officers in the District, and if a proposition or survey will be presented to district voters. Mr.
Shields reviewed the information with the committee. A lengthy discussion and question/answer
period ensued regarding the pros and cons as well as the financial implications to the district. The
Buildings, Grounds and Transportation Committee members voted to survey the voters in lieu of a
permissive referendum.

Athletic Field:
Mrs. Mandel, Mr. Morgan, and Mr. Hulser reviewed the procedures that are in place for Athletic Field
preparation for the Spring sports season. Also, Athletic Turf Field snow removal procedures for the
past four years were reviewed including details of SUNYIT field maintenance versus New Hartford
Central School District field maintenance.

Award:
Utica National Safety award and grant will be announced at the Board of Education meeting on April
1, 2014.

Adjournment:
The meeting was adjourned at 6:30 p.m.
New Hartford Central School District
Staffing and Curriculum
Minutes
April 7, 2014
4:00 p.m.

Members Present:  Paul Piotrowski, Ed Flemma, Lisa Philipson

Excused:

Others Present: Vincent Condro, Jennifer Spring, Allen Hyde, Margaret Weber, Sandy Halpin, Tina Klar

Call to Order: By Mrs. Philipson at 4:02 pm

Received Occupational Education Department Report:  Margaret Weber
The Committee received the Occupational Education Department. Highlights included:
- The department consists of Technology Education (Project Lead the Way), Business Education and Family and Consumer Science
- Project Lead the Way
  - Competed in the SUNY-IT Pre-Engineering Showcase
  - Presented the program at Perry Horizon’s Day
  - Design, Drawing and Production class continues work on a Virtual Design project with schools from across the country
  - Designed and built a second Electric Vehicle for Alternative Energy Club
  - Designed, built and presented an automated Miniature Golf Hole for the New Hartford Public Library
  - Attended Watkins Glen Grand Prix with Alternative Energy Club
  - Hosted DiVinci Surgical Robot
  - Participated in the US FIRST Robotic Competition and earned two prestigious awards: Rookie All-Star and Highest Rookie Seed Awards
- Computer and Business Classes
  - Each month a guest speaker is invited to Accounting and Business Law classes on topics such as insurance, financial services, and law enforcement
  - Participated in the Hour of Code Initiative
- Family and Consumer Sciences
  - Continues with junior high school sewing project
  - Held a Chopped competition - cooking
  - As part of DASA, developed a new activity, “What I Stand For” to analyze influences and family values
Received Social Studies Department Report Presenter: Sandy Halpin
The committee received the Social Studies Report. Highlights include:

- Professional development focus on common language of instruction for writing instruction, specifically Thematic Essays for students in grades 7-11
- Began the transition toward a new format for AP United States History
- Teachers active as advisors of several clubs
  - Students for Justice and Equality
  - Mock Trial
  - Double Down
  - Psychology Club
  - Veterans Club
  - Geography Bee
  - Leadership Core Club (new this year)
- Very strong Regents and AP exam results
- Strong enrollment in AP electives

Received Report on Recommendations for Elementary Enrichment (DELTA) Presenter: Vincent Condro
Mr. Condro presented the DELTA 2.0 Report. Highlights include:

- Return of the elementary enrichment program for 2014-15 school year
- Program will serve qualified students in Grades 1-6 in each elementary school
- Library Media Specialist will develop and teach the Literacy portion of the program
- The District will hire a teacher to develop and teach the STEM portion
- District vision is based on relevant research and discussions with leaders of Nano-Utica
- STEM curriculum will feature
  - Computer coding instruction using the MIT developed SCRATCH program
  - Engineering instruction using the BOCES supported Engineering by Design program
- Work continues to develop enrollment criteria

Received Update on State Testing and Local Testing Reduction Presenter: Vincent Condro
Mr. Condro distributed a report showing the numbers and percentages by school and by grade level of students “refusing” the NYS 3-8 ELA and Math Assessments. The report also provided information regarding other districts. Overall, 302 of 1165 eligible students refused the state tests, or 26%.

The percent of students refusing state assessments by school:

- Perry - 31%
- Bradley - 24%
- Hughes - 19%
- Myles - 28%
The percent of students refusing state assessments by grade:

- 3rd - 27%
- 4th - 18%
- 5th - 29%
- 6th - 17%
- 7th - 25%
- 8th - 37%

Only one district of those reported had a higher percentage of students refusing the state assessments. There is no official documentation of student refusal numbers.

**Received Report on Proposed Elementary Grading Scale Adjustment**  Presenter: Vincent Condro

The Committee reviewed material regarding the elementary grading scale. The scale may require adjustment to more accurately reflect student achievement. The committee will continue to review this topic.

**Other Business**

Next meeting: April 28th at 4:00 in the Perry Library

Meeting adjourned at 6:20 pm
NEW HARTFORD CENTRAL SCHOOL DISTRICT

Name: Kelly Paul

Address:

Position: Secondary English teacher

Educational Background:
Master of Science in Elementary Education, SUNY Oneonta
Bachelor of Arts in Elementary Education, SUNY Oswego

Experience:
Elementary Teacher, Hughes Elementary School New Hartford (2007-present)
Elementary Teacher, Illion Central School District
Elementary Teacher, Camden Central School
Elementary Teacher, West Canada Valley Central School
Certification Status:
Nursery, Kindergarten & Grades 1-6 & English 7-9 Extension Permanent Certification

Appointment will begin September 1, 2014

Salary Justification: 2013-14 Data
Step: 23 $63,919
Graduate/Inservice Hours: 46 3,772
Masters: Y 700
Total Salary: $68,391

Information: The recommendation is to fill the vacancy created by the retirement of Susan Julian. Mrs. Paul exercised her contractual bid right to the position.
Name: Anna Maria Mirza

Address:

Position: Speech Teacher Bradley

Educational Background:
Masters Degree Speech Pathology with specialization in Traumatic Brain Injury SUNY Geneseo
Bachelor of Science Speech Pathology Buffalo State College

Experience:
Buffalo Hearing & Speech Center Speech Pathologist 1997-1999
Ahlbin Center for Rehabilitation speech Pathologist Supervisor 1994-1997
Burke Rehabilitation Center/Hospital Speech Pathologist 1993-1994
Norwalk Hospital Speech Pathologist 1991-1993
Speech Teacher sub New Hartford Central School 2010-2011

Certification Status:
Speech and Language Disabilities Initial Certificate

Appointment will begin

Salary Justification:
Step: 5 $41,198
Graduate Hours: 45 3,690
Masters: Y 700
Total Salary: $45,588

Information: The recommendation is to fill the vacancy created by Karen Davis’ maternity leave. Mrs. Mirza has been recommended by Maureen Futscher due to her past work experience here at New Hartford in this position.
NAME: Alex Brown

ADDRESS:

PHONE:

EFFECTIVE DATE OF PROVISIONAL APPOINTMENT: April 23, 2014

HOURLY RATE: $8.00

JOB TITLE: substitute cleaner

OLD TITLE:

OLD RATE:

CIVIL SERVICE TITLE:

SCHOOL TITLE (if different):

SCHOOL BUILDING ASSIGNMENT: District

REPLACEMENT FOR:

HOURS PER DAY: per diem

BACKGROUND: Mr. Brown has been employed as a landscaper and does snow removal.

C: Sharie Arnold
NEW HARTFORD CENTRAL SCHOOL DISTRICT  
NEW HARTFORD, NEW YORK 13413  
Business Office  
Phone: 315/624-1280  
Fax: 1-315/624-1265

NAME: Vincent DelMastro  
ADDRESS: 

PHONE: 
EFFECTIVE DATE OF PROBATIONARY APPOINTMENT: April 23, 2014  
HOURLY RATE: $8.00  
JOB TITLE: substitute cleaner  
CIVIL SERVICE TITLE: 
SCHOOL TITLE (if different): 
SCHOOL BUILDING ASSIGNMENT: District  
REPLACEMENT FOR: 
HOURS PER DAY: per diem  
BACKGROUND: Mr. DelMastro has been working as a HVAC technician for the past 13 years. 

C: Sharie Arnold
NEW HARTFORD CENTRAL SCHOOL DISTRICT
NEW HARTFORD, NEW YORK 13413
Business Office
Phone: 315/624-1280
Fax: 1-315/624-1265

NAME: Colin Douglas

ADDRESS:

PHONE:

EFFECTIVE DATE OF PROBATIONARY APPOINTMENT: April 23, 2014

HOURLY RATE: $8.00

JOB TITLE: substitute cleaner

OLD TITLE:

OLD RATE:

CIVIL SERVICE TITLE:

SCHOOL TITLE (if different):

SCHOOL BUILDING ASSIGNMENT: District

REPLACEMENT FOR:

HOURS PER DAY: per diem

BACKGROUND: Mr. Douglas has knowledge of construction, drafting and electricity. He is currently a teacher at OHM BOCES.

C: Sharie Arnold
NAME: David Casler

ADDRESS:

PHONE:

EFFECTIVE DATE OF PERMANENT APPOINTMENT: April 23, 2014

HOURLY RATE: $10.83

JOB TITLE: substitute bus driver

OLD TITLE:

OLD RATE:

SCHOOL TITLE (if different):

SCHOOL BUILDING ASSIGNMENT: Transportation

REPLACEMENT FOR:

HOURS PER DAY:

BACKGROUND: Mr. Casler is self employed as a farmer in West Winfield. He was also a pilot for several freight airlines.

C: Sharie Arnold
NEW HARTFORD CENTRAL SCHOOL DISTRICT
NEW HARTFORD, NEW YORK 13413
Business Office
Phone: 315/624-1280
Fax: 1-315/624-1265

NAME: John Winter

ADDRESS:

PHONE:

EFFECTIVE DATE OF PROBATIONARY APPOINTMENT: April 23, 2014

HOURLY RATE: $10.83

TITLE: substitute bus driver

OLD TITLE:

OLD RATE:

CIVIL SERVICE TITLE:

SCHOOL TITLE (if different):

SCHOOL BUILDING ASSIGNMENT: Transportation

REPLACEMENT FOR:

HOURS PER DAY: per diem

BACKGROUND: Mr. Winter owns a restaurant, drove a shuttle bus for a ski resort, was in the US reserves and owns a commercial apartment building.

C: Sharie Arnold
To: Clerks of Boards of Education
From: Deborah Kimball, Clerk of the Board
Date: April 9, 2014
Subject: 1. Resolution for the Election of Cooperative Board Members
2. Resolution for the Adoption of the BOCES Tentative Administration Budget

At the April 22nd meetings in each component district, the Boards of Education will cast votes for four seats on the Cooperative Board. We provided notification on March 31st of the slate of candidates to all the members of the Boards of Education.

The election of Cooperative Board members is to occur by resolution. The official ballot and the certification statement are enclosed. One vote for each vacant board position may be cast, and the winning candidates receiving a plurality of the votes cast will be elected. In keeping with the 1993 legislation, each component school district is to provide my office with its completed ballot no later than one business day after the election. Rather than delivering the documents in person, you may prefer to send a fax (793-8652) to me on April 22nd. If you do send a fax, please mail the hard copies to me as well.

Also on April 22nd, the members of the Boards of Education of each component school district are to adopt a public resolution which approves or disapproves the BOCES tentative administration budget in the amount of $2,298,190.75. If the resolutions adopted by the boards of education of a majority of the component districts approve the tentative administration budget, the BOCES may adopt the tentative administration budget without modification. Copies of the tentative budgets were sent to component board members on March 19, 2014.

Each component district is to provide my office with a resolution either approving or disapproving the BOCES tentative administration budget no later than one business day after the adoption of such resolution. A resolution on the budget has been included on the certification statement which can be faxed to me. Again, hard copies should be mailed to my office as well.

Thank you for your assistance. Please feel free to call my office at 793-8558 should you have any questions.

C: Presidents of Boards of Education
Superintendents of Schools
Cooperative Board Members
To be returned on April 22, 2014
to Mrs. Deborah Kimball
Clerk of the Board
Oneida BOCES
Box 70 – Middle Settlement Road
New Hartford, NY 13413
FAX 793-8541

I, Aurelia R. Greico, District Clerk of the New Hartford School District, do hereby certify that at a public meeting held on April 22, 2014, the Board of Education of the New Hartford School District adopted the following two resolutions:

RESOLUTION NO. 1

WHEREAS, the BOCES tentative administration budget is adopted by public resolution; and

WHEREAS, copies of the tentative administration, capital and program budgets were received on March 19, 2014 and an information meeting was presented at Oneida BOCES on April 2, 2014.

(Vote by making an X in one of the boxes below.)

NOW THEREFORE BE IT RESOLVED, that the Board of Education APPROVES the tentative administration budget Of the Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties, in the amount of $2,298,190.75 for 2014-2015.

NOW THEREFORE BE IT RESOLVED, that the Board of Education DISAPPROVES the tentative administration budget of the Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties, in the amount of $2,298,190.75 for 2014-2015.
Certification Statement
Page 2

RESOLUTION NO. 2

WHEREAS, the election of Cooperative Board members is to occur by resolution; and

WHEREAS, notification was received on March 31st of the slate of candidates, and an information meeting was presented at Oneida BOCES on April 2nd.

NOW THEREFORE BE IT RESOLVED, that the Board of Education casts its vote(s) in the annual election of members of the Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties, for the person or persons indicated on the attached ballot.

(Signature)
<table>
<thead>
<tr>
<th>Town</th>
<th>Address</th>
<th>Vote by marking an X in the box below.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sanford</td>
<td>9322 State Route 69</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6330 State Route 69</td>
<td></td>
</tr>
<tr>
<td>Otisco</td>
<td>9324 State Route 69</td>
<td></td>
</tr>
</tbody>
</table>

To fill the vacancy caused by the expiration of the term of Mr. John A. Griffin.

**COUNTIES:**
Superintendent District of Oneida, Herkimer, and Madison Educational Services; Sole Superintendent Educational Services; sole member of the Board of Cooperative Educational Services; sole member of the Board of Cooperative Educational Services; sole member of the Board of Cooperative Educational Services; sole member of the Board of Cooperative Educational Services; sole member of the Board of Cooperative Educational Services.

For the Board of Cooperative Educational Services, Sole Superintendent Educational Services, sole member of the Board of Cooperative Educational Services, sole member of the Board of Cooperative Educational Services, sole member of the Board of Cooperative Educational Services, sole member of the Board of Cooperative Educational Services.

**APRIL 22, 2014**
**NEW HARTFORD CENTRAL SCHOOL DISTRICT**
**BALLOT OF THE**

Page 1 of 2 Pages
Vote by making an X in the box below.

MADISON COUNTY
Superintendent District of Oneida, Herkimer and
Cooperative Educational Services, sole
a three-year term as a member of the Board of
Central School District, please cast one vote for
the term of Mr. John J. Salerno, Whitestboro
To fill the vacancy caused by the expiration of

Hartford, New York
County Seats, Box 70, Middle Settlement Road, New
Herkimer District, Oneida, Herkimer and Madison
participating schools of the sole Superintendent
Superintendent, April 22, 2014, for
Services Election, April 22, 2014, for

APRIL 22, 2014
BALLOT OF THE
NEW HARTFORD CENTRAL SCHOOL DISTRICT
PAGE 2 OF 2 PAGES
<table>
<thead>
<tr>
<th>TO ACCOUNT#</th>
<th>DESCRIPTION</th>
<th>AMOUNT</th>
<th>FROM ACCOUNT#</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1620.450</td>
<td>Operation of Plant</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A1620.450</td>
<td>Materials &amp; Supplies</td>
<td>57,675.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Anticipated/Estimated Expenditures to year end</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A2250.400</td>
<td>Students w/Disabilities Pgm</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A2250.400</td>
<td>Contractual</td>
<td>16,640.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Unanticipated increase in therapy services (OT) - Personnel emergency</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A2330.400</td>
<td>Special Schools</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A2330.400</td>
<td>Contractual</td>
<td>730.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Community Education Instructors - budgeted in 150 salary code</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Instructional Salaries</td>
<td>A2110.130</td>
<td>74,315.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Teaching Special Schools</td>
<td>A2330.150</td>
<td>730.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

|                  | Total:                                           | 75,045.00|              | 75,045.00|