

The Regular Meeting of the Roxbury Central School District was held on October 9, 2019.

Present: Ed Fersch, Dawn Kalleberg, Denise Johnston, Kelli Winnie and Ed Dalski
Superintendent: Thomas J. O'Brien
Principal: Jill Ten Eyck
Secretary: Marianne Schor
Absent: Wendy Sprague

A Public Listening Session was held prior to the Regular Meeting.

President Fersch called the meeting to order at 7:01 PM.

David Brownell of Mostert, Manzanero & Scott, LLP gave the external audit presentation of Roxbury Central School's 6/30/19 financial statements.

Audit Report

Additions to agenda:

1. Executive session after the Treasurer's Report to discuss a contractual issue
2. Executive session at the end of the meeting to discuss an employee history.

Dawn Kalleberg moved, seconded by Denise Johnston to approve the external audit report for the year ending June 30, 2019. Motion approved unanimously.

Approve Audit Report

Kelli Winnie moved, seconded by Denise Johnston to approve the treasurer's report for September, 2019. Motion approved unanimously.

Treas. Report

There were no budget transfers this month.

Budget Transfers

The bills and the Claims Auditor's Report for September were reviewed.

Bills & Claims

Ed Dalski moved, seconded by Kelli Winnie to approve the extra-classroom activity fund report for September, 2019. Motion approved unanimously.

**Extra-Classroom
Activity Fund**

Kelli Winnie moved, seconded by Dawn Kalleberg to approve the minutes for the September 18, 2019 regular meeting. Motion approved unanimously.

Minutes

Kelli Winnie moved, seconded by Dawn Kalleberg to go into executive session at 7:32 PM to discuss a contractual issue. Motion approved unanimously.

Into Exec. Session

Kelli Winnie moved, seconded by Dawn Kalleberg to come out of executive session at 7:55 PM. Motion approved unanimously.

Out of Exec. Session

Mr. O'Brien had an addition to the agenda, under "Superintendent's Recommendations", #3 – Approve vehicle bids through Auctions International.

Addition to the Agenda

President's Report:

1. Mr. Fersch stated that they will be starting the interview process next week.
2. Mr. Fersch asked Mrs. Kalleberg to discuss the NYSSBA Governance & Finance Training she attended in September. She discussed the key points from the training and the role of a school board. She stated that the three main functions of a school board is to hire a superintendent, oversee the budget and work on policies. She added that with the budget, the question that needs to be asked is how the core of the mission statement trickles down to the budget and policy, and how we can see an academic return on our investment.
3. Mr. Fersch attended the Catskill Area Schools Study Council's meeting which featured David Little from the Rural School's Association. They shared input on what should be on the advocacy list for state funding and the state budget. High on the list were things like broadband access in these rural communities, and help getting and retaining good teachers and administrators with things like loan forgiveness.

**Superintendent's
Search Process**

**NYSSBA Board
Training**

CASSC Meeting

Superintendent's Report:

1. Mr. O'Brien stated that the bid for the new kitchen appliances is being prepared to go out next week. He stated that he hoped the bids would be accepted in November with installation over the holiday break. The next step is to have Deb Bestwick from DCMO BOCES come and take pictures to auction off the existing appliances. Mr. O'Brien stated he is recommending a paper bid to give local businesses a chance to bid first before it goes global.

Kitchen Update

Principal's Report:

1. Ms. Ten Eyck stated that Open House was a success. We served about 200 hot dogs and families were happy to have food available. She added that next year they would try to schedule it on a day when there isn't a soccer game to encourage even more families to come out.
2. Ms. Ten Eyck discussed the agenda for Superintendent's Conference Day on Friday, October 11th.

Open House

Supt's Conference Day

Board Committee Reports:

- RCMT Committee – Mr. Dalski reported that at the last meeting they discussed once again gathering faculty into small group discussions to encourage communication and collaboration. They will continue this into November.
- Board Goals Committee – Mrs. Kalleberg reviewed the Board Goals she had sent out to the board earlier this week. A discussion followed.

RCMT Committee

Board Goals Committee

Dawn Kalleberg moved, seconded by Kelli Winnie, to adopt the 2019-2020 Board of Education Goals as follows:

19-20 BOE Goals

1. Assess the board's performance and find ways to improve its effectiveness.
2. Complete Superintendent Search as outlined in the timeline.
3. Revise and adopt the Policy Manual based on the recommendations of the Policy Committee and policy updates provided by Erie 1 BOCES.

Motion approve unanimously.

- Other - None

Board Comments and Questions: Mrs. Kalleberg wanted to extend thanks to Lori Davie and the kitchen workers for allowing them to cook in the kitchen for Open House. She stated that she is aware that it makes extra work for them and she appreciates their support. She added that she also appreciates the extra work involved in preparing all the extra meals now being served due to the free meal program.

Mrs. Kalleberg wanted to recognize the herculean task of curriculum mapping and wanted the teachers to know that their efforts are appreciated by her as an individual board member for the really important work they're doing.

Mrs. Kalleberg stated in looking over her notes she saw that when the RCMT presented in the summer, one of their goals had to do with climate and discipline. She was wondering if we could get a status report on whether the steps that were outlined are affecting appropriate behavior. Mr. O'Brien stated that there had been two trainings done – one that he did regarding the difference between classroom/office managed behavior, and one done by Don Budmen, of the Ferrara Law Firm, on discipline issues. Mrs. Kalleberg added that they were going to work on the Student Handbook and the Code of Conduct. She asked for a report in November, even if Mrs. Ten Eyck just wanted to get the information.

Ms. Winnie wanted to recognize the girls varsity soccer team who have an undefeated season and will be playing their final game tomorrow night.

Old Business:

1. Denise Johnston moved, seconded by Kellie Winne to approve the following policy revision:

- 1510 – Board Meetings

Motion approved unanimously.

Policy Revision

2. Ed Dalski moved, seconded by Kelli Winne to rescind the following policies:

- 1511 – Agenda Format
- 2310 – Membership in Associations.

Motion approved unanimously.

Rescind Policies

New Business:

A. SUPERINTENDENT’S RECOMMENDATIONS:

1. Dawn Kalleberg moved, seconded by Kelli Winne to approve the Preventive Services Agreement with Delaware County Department of Social Services for the 2019-2020 school year. Motion approved unanimously.

**Del. Co. Dept. of
Social Services**

2. Kelli Winne moved, seconded by Ed Dalski to authorize the Superintendent to sign the Memorandum of Agreement between the Roxbury Teachers Association and the Roxbury Central School District. Motion approved unanimously.

RTA MOA

3. Dawn Kalleberg moved, seconded by Kelli Winne to approve the bids through Auctions International totaling \$6,700 as follows:

- Ford Explorer - \$5,600
- Pick-Up Truck - \$1,100

Motion approved unanimously.

Vehicle Bids

B. PERSONNEL:

Dawn Kalleberg moved, seconded by Ed Dalski to approve the following personnel items:

Personnel

1. Approve two days of unpaid leave for Cynthia Lawrence on January 16 & 17, 2020.

Lawrence Unpaid Leave

2. Approve Barbara Spanhake as a substitute CROP Activity Leader as per the CROP agreement.

B. Spanhake CROP

3. Approve the following as hall monitors afterschool Monday through Thursday, starting on November 4, 2019 and

Hall Monitors

running through approximately February 14, 2019. Hours will be aligned with the CROP bus times at \$15/hr.:

- Brenda Hill
- Vicki Fairbairn
- Nelta Miller

4. Approve winter coaches as follows:

Winter Coaches

- Boys Modified Basketball – Anthony Camillone at a rate as per the RTA contract.
- Girls Modified Basketball – Jane Ware at a rate as per the RTA contract.
- Ski Team – Jo Hinkley at a rate as per the RTA contract
- Cheerleading – Amanda George and Elizabeth Cowan with a split stipend as per the RTA contract.

5. Approve Glenda Kuhn as a substitute CROP Activity Leader at a rate as per the CROP agreement.

Kuhn CROP

6. Approve the following substitutes:

Substitutes

- Vashti Snyder – Substitute Teacher K-12/Cafeteria Worker pending fingerprints and medical clearance.
- Heather Krickhahn – Substitute Teacher K-12 (fingerprint clearance has been received)/Cafeteria Worker pending medical clearance.

Motion approved unanimously.

OTHER:

1. Dawn Kalleberg moved, seconded by Kelli Winnie to approve the following CSE Recommendations:

CSE Recommendations

#’s 3067, 4377, 4082, 4048, 4352, 4369, 4205,
3063, 4336, 4233, 4175, 4378

Motion approved unanimously.

2. Ed Dalski moved, seconded by Dawn Kalleberg to approve contract with Plattekill Mountain in the amount of \$400 for the Junior Prom on May 16, 2020 with the understanding that the balance due will be paid on or before May 15, 2020. Motion approved unanimously.

Prom Venue

3. Kelli Winnie moved, seconded by Dawn Kalleberg to approve the following charter club application:

Charter Club App.

- Class of 2022
- Motion approved unanimously.

Public Comments: None

Mr. O'Brien stated that there had been an article in the local paper about students from the area attending a climate summit at Frost Valley. He thanked Mr. Snedeker, who was in attendance, for taking two Roxbury students to this summit.

Dawn Kalleberg moved, seconded by Ed Dalski to go into executive session at 8:36 pm to discuss an employee history. Motion approved unanimously.

Into Exec. Session

Dawn Kalleberg moved, seconded by Kelli Winnie to come out of executive session at 9:00 pm. Motion approved unanimously.

Out of Exec. Session

Kelli Winnie moved, seconded by Denise Johnston to adjourn the meeting at 9:00 pm. Motion approved unanimously.

Adjourn

Ed Fersch, BOE President

Thomas J. O'Brien, Superintendent

Marianne Schor, Secretary