EAST GREENBUSH CENTRAL SCHOOL DISTRICT
Board of Education Meeting
Wednesday, July 30, 2008
Administration Center

MINUTES

1. Call to Order – Mrs. Graziano – 7:30 p.m.

2. Attendance

<table>
<thead>
<tr>
<th>Present</th>
<th>Absent</th>
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<tr>
<td>Mrs. Graziano</td>
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<td>Mr. Angelo</td>
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<td>Mrs. Curley</td>
<td>x</td>
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<td>Mrs. Curran</td>
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<td>Mrs. Hart</td>
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<td>Mrs. LeClair</td>
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<td>Mr. Mann</td>
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<td>Mr. Sullivan</td>
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<td>Dr. Werking</td>
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Also Attending

Dr. Guptill     x
Mr. DeFilippo   x
Mr. Edson       x
Mr. Lyons       x

Student Council Representatives

Ricardo Lopez  x
Patrick Puentes x

3. Ex Officio Student Council Comments

Roberto Lopez introduced himself as this year’s student council representative to the Board. He advised that Mr. Puentes could not attend the meeting due to another commitment. Mrs. Graziano welcomed Mr. Lopez and looked forward to his updates during the year.

4. Public Forum

None at this time.

5. Board Forum

Mrs. Curley said the Special Needs Parent Support Group would be closing nominations for the Special Educator of the Year Award.

Mrs. Hart said that she hoped everyone was having a good summer. She announced that school bus drivers Morrison Brooks and James Kois received recognition plaques from AAA for safe driving.
Mrs. Graziano extended appreciation to Mr. DeFilippo for his interim work as assistant superintendent and said it would be his last meeting. Mr. DeFilippo thanked members of the Board and Dr. Guptill for making him feel welcome in the District.

Dr. Guptill thanked Mr. DeFilippo for acting as interim assistant superintendent while the search was in process. She announced that Michele Bowman would be joining the District on August 4 and making a positive impact with us. Dr. Guptill said the 2006-07 NYS Report Card has been released and shows the District at its highest level of academic achievement ever. She said all seven schools are SED designated Schools in Good Standing. She recognized the administrative team for all of their work and data analysis. Dr. Guptill thanked the instructional and support staff for their contributions to this great success.

6. Minutes  MINUTES
Be it Resolved, that upon the recommendation of the District Clerk, the Board of Education approve the minutes of June 25, 2008.

Moved by: Mr. Angelo
Seconded by: Mrs. Curley
Vote: Ayes – 7, Nays – 0
Motion carried.

7. Regular Business  REGULAR BUSINESS
Approval of Programs for Resident Children with Disabilities
Be it Resolved, that upon the recommendation of the Superintendent, the Board of Education approves the programs for resident children with disabilities as presented.

Moved by: Dr. Werking
Seconded by: Mrs. Curran
Vote: Ayes – 7, Nays – 0
Motion carried.

8. Reports and Presentations – Superintendent of Schools  REPORTS AND PRESENTATIONS
A. Athletic Code of Conduct Review
Mr. Leonard thanked Mr. DeFilippo for all his assistance with the Athletic Code of Conduct. He thanked members of the subcommittee for participation in the meetings and appreciated the student input into the process.

Mr. Leonard noted a particular change on page 7 of the Code of Conduct with an infraction for an unexcused arrival to school by a student-athlete after 9:15 a.m.
Mr. Angelo said that he was respectful of the judgments made by coaches in applying the Code of Conduct. He suggested that the consequences have listed “may be” instead of “will be” to promote flexibility.

Mr. Angelo reviewed block 1 on page 1 and questioned who would determine ejection from an athletic contest. Mr. Leonard responded that it could be the umpire, coach or athletic director. In some cases the player is ejected, even if not done by the umpire.

Mr. Angelo questioned the value judgment made to decide the suspension of a student and who would do the review. Mr. Leonard explained that he, Mr. Sawchuk, and the coaches review each individual situation, discuss with the student, and in some cases involve the parents. An investigation may be conducted.

Mr. Angelo suggested that in each case the review be documented and approached in a systematic manner, particularly in the event that a penalty is imposed. Mr. Leonard advised that the steps in the process are spelled out on page 9 of the Code.

Mrs. Curley asked for additional clarification on ejection from a game. Mr. Leonard said that if a student is ejected from a game, he or she sits out the rest of that game plus one more game according to Section 2 Rules.

Mr. Angelo asked why 9:15 a.m. is used for the unexcused absence infraction. Mr. Leonard said it was the end of Columbia High School’s second period. Mr. Angelo questioned whether there were general regulations related to student lateness. Mr. Sawchuk said that consequences for illegal late arrivals were spelled out in the general Code of Conduct. Mrs. Graziano said that a number of seniors have excused late arrivals. Mrs. Curley said that key word in the Code of Conduct was “unexcused”.

Mr. Angelo suggested that block 5 page 1 be modified to read “In no case shall a student athlete be permitted to participate in a contest on the day of in-school or out-of-school suspension”. Mr. Leonard reviewed that suspensions may carry over to the next sports season. He said that the Code of Conduct applies year-round, including situations that may occur over the summer.

Dr. Guptill noted that in the event that a coach also has a handbook, the students must also abide by the rules of the handbook.
Mr. Angelo suggested that block 4 page 2 be modified to read “Coaches may have and are allowed to have sport specific team handbook rules, expectations and guidelines.” Mr. Leonard said that every student and parent signs the Code of Conduct on Meet the Coaches Night. During that evening, students also meet with coaches to review specific handbook rules, if applicable.

Mr. Sullivan questioned the involvement of the coach of the subsequent sport season in block 3 page 2. He also suggested that block 4 page 2 indicate that “All team handbooks are to be approved by the Athletic Director.”

Mr. Leonard added that the new Code of Conduct is designed to prevent delaying tactics by students to escape consequences when laws are broken. Mr. Angelo questioned the consequence of denying participation privileges for the remainder of high school career. He said this consequence could be a violation of due process for the student. Mr. Angelo also stated that litigation could result from applying this rule. He felt that the school should not substitute its judgment in place of the court and that an individual is innocent until proven guilty.

Mr. Sullivan said the burden of evidence in these matters is not as high as in a court. He said that the school may investigate any violations of the Code of Conduct. Mr. Sullivan advised that it should be clear that the District investigates and has the right to impose its own consequences. Dr. Guptill said she would check with the attorney again on this wording as it may not be clear. She stated that some schools are using this language within their Codes of Conduct.

Mr. Angelo noted that the Code contains language that creates an inquiry when a student wishes to discontinue participation in a sport. He said that students always have the right to not elect to participate. Mrs. Graziano stated that the language allowed other coaches to have the awareness of the issue prior to student participation in the new sport. Mr. Leonard advised that it was helpful to know the real reasons why a student quit a sport. Mr. Angelo said that coaches should always communicate with each other, but that the language could cause legal problems. Mr. Leonard said it was necessary to investigate patterns where students continue to quit teams. Mr. Sullivan shared that an exit interview should be encouraged, and the process was reasonable. Dr. Guptill understood the concerns with reviewing a pattern of student issues and that it may seem intrusive.
Mr. Angelo advised that his comments were only thoughts and may not necessitate changes in the proposed Code of Conduct. Dr. Guptill said the Code language should be revisited and the Code can be placed on a future agenda with any revisions. Mr. Angelo offered to serve on the review committee in the future.

B. Five-Year Facilities Plan

Mr. Edson said that the SAVE Regulations require that each school district annually prepare a five-year facilities plan. He said that the Plan must be available for submission to the State Education Department as requested. Mr. Edson stated the Executive Summary part of the Plan is submitted before the start of any new capital projects.

Mr. Edson shared that the architects conducted a Building Condition Survey in the fall of 2005, which was the basis for the initial Plan. The Plan was then revised on December 29, 2006, and the proposed Plan is the update for the 2007-2008 school year. Mr. Edson advised that the Plan represents future needs of the District for capital projects. The Plan is modified based on changing Board priorities and available funding. It represents priorities adopted by the Board of Education at the November 14, 2007 meeting. At that meeting, the architect and construction manager presented new cost estimates for the $9 million capital project, and some individual items were scaled back or deferred. Mr. Edson noted that some items remain as alternates in Phase II of the project, dependent on the actual cost of the bids.

Mr. Edson reviewed the required parts of the Plan: Executive Summary, Building Inventory, District-Wide Analysis and Prioritization, Facility Estimated Expenses, and School Facility Report Card. He explained that the School Facility Report Card, normally attached, is a separate item on this meeting’s agenda. Mr. Edson said that 173 potential capital items were included within the Plan. He stated that any items not currently within the plan can be added in the next revision. Mr. Edson thanked Mr. Daley, Mr. Poost, Mr. Ellsworth, and Dr. Guptill for assistance in completing the Plan.

Mrs. Hart asked when the new phone system at Goff would be completed. Dr. Guptill stated that the phone system might be able to be done in the fall of 2008. She said that items would be prioritized for actual construction after SED project approval.

Mr. Angelo asked about other potential projects based on the demographics report done by Dr. Seversky. He said that the possibility of a population influx within three to four years might require additions to existing facilities. Mr. Poost said that Bell
Top and DPS would not likely have additions. He said that Goff, Green Meadow, Genet and Red Mill might be appropriate for expansion, after a thorough review of the common areas. Dr. Guptill said it would be a goal to update the Comprehensive Long-Range Plan during the 2008-2009 school year. She stated that changes in the economy may have an impact on the Plan.

Motion by Mr. Angelo and seconded by Mr. Sullivan to accept the 2007-2008 Five-Year Facilities Plan as presented. 
Vote: Ayes – 7, Nays – 0
Motion carried.

C. Facility Report Card

Mr. Edson stated that the Facility Report Card is an annual requirement due to the SAVE regulations. He said that this is the fourth time that the Report Card has been issued. The report includes two parts: Narrative and Data. Mr. Edson advised that the narrative portion is not required, but assists the reader in explaining other details of the Report Card.

Mr. Edson highlighted certain sections of the plan. He shared that all seven buildings are listed, including the Hedden-Werking Transportation Center. Mr. Edson stated that the Grounds Shop is combined with Columbia High School for presentation purposes.

Mr. Edson explained that the energy section was the most difficult part to prepare this year. He said that the District is transitioning to full years with NYSMEC and the Energy Education program. Mr. Edson requested that the first full year of operation of the Energy Education program be reviewed at the December Board meeting.

Mr. Edson stated that most of the information within the Report Card is not new. However, he said that page 13, item #16 was updated to include radon testing done in all seven student-occupied school buildings during the summer of 2007. Mr. Edson shared that all results were well below the designated levels for follow-up. He thanked Mr. Daley for providing assistance and details associated with the Report Card.

Mr. Angelo asked about the asbestos situation years ago in the Green Meadow basement. Mr. Daley replied that the original contractor did not properly complete the work and that litigation was involved. The actual abatement work was completed by a replacement contractor.

Mr. Sullivan said the absence of ductwork inspection stands out in the Report Card. Mr. Daley replied that there is very little ductwork in the buildings, but that there are some minimal
procedures done by the custodians. He said that incidences of dust problems are promptly investigated, and the grids are cleaned periodically. Mr. Poost said that work is done on an as-needed basis, and that a routine check was not required.

Motion by Mr. Angelo and seconded by Mrs. Curran to accept the 2007-2008 Facility Report Card as presented. Vote: Ayes – 7, Nays – 0. Motion carried.

D. Corrective Action Plan-Comptroller’s Office Audit Report

Mr. Edson explained that the Legislature and Governor approved the Comptroller’s Five-Point Plan. As part of the Plan, all 700 school districts in the State will be audited within a five-year period. The timeframe for the District audit was in January. The audit consisted of a review of internal controls in major areas such as cash, payroll, purchasing, and information technology. Mr. Edson also said the auditors reviewed the District’s compliance with the Five-Point Plan.

Subsequent to the audit fieldwork, the Comptroller’s Office issued a report in draft form. The draft was presented to the audit committee and the Board of Education in early June. Mr. Edson’s office issued an official response on Friday, June 20. On June 27, the Comptroller’s Office issued the final report to the District. Mr. Edson stated the Comptroller’s Office publicly issued the report on July 7 and a press release on July 8. He said the District issued its own press release on July 8.

Mr. Edson advised that after a Comptroller’s Audit Report is issued, a corrective action plan must be developed and adopted by the Board of Education within ninety days. The purpose of the corrective action plan is to respond in writing how the District will implement the recommendations within the Report. Mr. Edson stated the proposed corrective action plan is patterned after the written response to the draft report. He advised that procedures are already in place for items #1, 2 and 3. Mr. Edson said that a Request for Proposal (RFP) has been issued to select a new internal auditor to replace Questar III BOCES. He shared that three responses had been received as of July 18 and that a recommendation for appointment would be made at the August 13 meeting.

Mr. Edson said that if the board adopts the corrective action plan, it will be posted on the District website for public inspection.

Motion by Mr. Angelo and seconded by Mrs. Curley to approve a corrective action plan in connection with the recommendations set forth in Audit 2008M-70, East Greenbush Central School District.
Internal Controls Over Selected Financial Operations as issued by the Office of the State Comptroller on June 27, 2008 and to authorize the submission of the plan.

Vote: Ayes – 7, Nays – 0
Motion carried.

E. Board of Education Policy-Child Abuse in a Domestic Setting

Mr. Edson said that new laws have changed the reporting procedure for suspected incidents of child abuse. He stated that these reporting changes are not reflected in the current Board of Education policy. Mr. Edson suggested that the policy be modified so that the training scheduled for the Superintendent’s conference day in September is consistent with the policy.

Mr. Edson explained that the reporting procedure for staff in the past was first to the building principal who would then report to the State Central Register. The policy modifies the reporting procedure for certified staff. Individuals such as nurses, teachers, guidance counselors, social workers, psychologists, and administrators must first report directly to the Central Register and then to the building principal.

Mrs. Hart questioned whether volunteers and Board of Education members were mandated reporters. Dr. Guptill suggested that all incidents be reported directly to the building principal. She said that STAR volunteers receive guidelines based on the building assignment. Mr. Edson believed that since Board members are school officials, they are mandated reporters.

Dr. Guptill said the policy will be brought again before the Board at the next meeting for a second reading.

G. Approval of Board of Education Goals 2008-2009

Dr. Guptill said that the Board had developed goals and objectives for the upcoming school year and that all corrections had been made to the list.

Motion by Mrs. Curley and seconded by Mr. Sullivan to adopt Board of Education goals for the 2008-2009 school year as presented.

Vote: Ayes – 7, Nays – 0
Motion carried.

9. Tabled Motions

None at this time.

10. Old Business

None at this time.
11. **Consent Agenda**

A. **Financial Reports**
   1. Warrants #V80,01,02,03,04
   2. Columbia High School Activity Report

B. **Personnel**
   1. Instructional Personnel #510 as recommended by Superintendent
   2. Instructional Support Personnel #510 as recommended by Superintendent

C. **Approval of BOCES Lease**

D. **Tax Litigation Settlement**

E. **Bid-Athletic Equipment**

F. **Appointment of Members of Committees on Preschool and Special Education 2008-2009**

G. **Approval of Special Grant**

Be it Resolved, that upon the recommendation of the Superintendent, the Consent Agenda be approved as presented.

Moved by: Mr. Angelo
Seconded by: Dr. Werking
Vote: Ayes – 7, Nays – 0
Motion carried.

12. **New Business**

None at this time.

13. **Committee Reports**

Mr. Edson asked Policy Committee members to respond to the 18 proposed policies. Dr. Guptill said the School-Community Relations Committee would be reconvening to review building use in the upcoming year.

14. **Public Forum**

Mr. Clark commented on the priorities listed within the Five-Year Facilities Plan. He said that the electronic controls for the Genet entrance have taken over two years to look at. Mr. Clark said that the safety of students in the building should be a serious consideration.
15. **Board Forum**
Dr. Werking extended congratulations to school bus drivers Morrison Brooks and James Kois for awards received through the American Automobile Association (AAA).

Dr. Guptill congratulated Paul Jenkins on his appointment as Assistant Superintendent for Curriculum and Instruction.

16. **Executive Session**
Motion by Mr. Angelo and seconded by Mr. Sullivan to go into executive session to discuss negotiations and employment history of particular persons.

Vote: Ayes – 7, Nays – 0
Motion carried.
Time: 9:07 p.m.

Respectfully submitted,

Deborah L. Mead
District Clerk

16. **Executive Session**
The executive session began at 9:15 p.m. and ended at 10:42 p.m.

17. **Adjournment**
Motion by Dr. Werking and seconded by Mr. Angelo to adjourn the meeting.

Vote: Ayes – 7, Nays – 0
Motion carried.
Time: 10:43 p.m.

Respectfully submitted,

John Sullivan
Assistant Clerk