

**Saratoga Springs Board of Education Meeting Minutes**  
**Thursday, June 25, 2009**

The regular meeting of the Saratoga Springs City School District Board of Education was held at the Administration Offices at 3 Blue Streak Blvd. on Thursday, June 25, 2009. The meeting was called to order by President Frank Palumbo at 7:30 p.m.

**ROLL CALL**

**BOARD MEMBERS PRESENT:**

President Frank Palumbo  
Vice President Will Martin  
Trustee Ernie Gailor  
Trustee Regina Gapczynski  
Trustee Mary Elizabeth Pfitzer  
Trustee Charles Phillips  
Trustee Jeff Piro  
Trustee Jay Rifenburg  
Trustee Steve Rodriguez

**STAFF PRESENT:**

Janice White, Superintendent  
Kurt Jaeger, Asst. Superintendent for Business  
Karen Stanley, Director for Human Resources  
Noreen Walker, Director for Pupil Services  
David L'Hommedieu, Director for Information Technology  
Michael Piccirillo, Asst. Supt. for Secondary Education  
Colleen Carroll, Director for Dist. Assess. & Staff Dev.

**PLEDGE OF ALLEGIANCE**

**President Frank Palumbo** led the Board members and meeting attendees in the Pledge of Allegiance.

**COMMUNICATIONS**

Communications of interest were circulated.

**MINUTES**

**Trustee Regina Gapczynski** moved and **Trustee Jeff Piro** seconded to approve the minutes for the June 9, 2009 Regular Meeting and the June 16, 2009 Special Meeting of the Board of Education.

**PUBLIC HEARING**

**President Frank Palumbo** opened the first public hearing.

Dr. John MacFadden, former Superintendent of Schools, said that today's graduation program was a wonderful,

positive event for the district. He then commended and thanked both Vice President Will Martin and Trustee Steve Rodriguez for their tenure on the Board. He said it was his good fortune to serve as Superintendent while they were Board members. He said their unselfish dedication and time given to the district should be commended. He further noted that the district's achievements, both regionally and statewide, were due in great part to these two Board members. He wished them well.

#### BOARD COMMITTEE REPORTS

WSWHE BOCES: **Trustee Jeff Piro** said it had been made official that Chuck Dedrick was now the Interim District Superintendent of WSWHE BOCES. He noted that Terry Blanchfield is the BOCES Business Official who will handle the day-to-day operations.

Finance Committee: **Trustee Steve Rodriguez** said the Finance Committee met recently and discussed the district's reserve funds. He said that because NYRA had not yet paid their taxes and the possibility exists that they may not, there will be great pressure to use the reserve funds. **Trustee Charles Phillips** said the district's Moody's rating had been upgraded to AA3 which would be most helpful for the district's bond rating. He also said that because of the economic downturn the district's contribution to the NYS retirement system may increase.

#### ADMINISTRATIVE REPORTS

##### Superintendent's Comments

**Janice White** informed Board members that Carole Flanagan, Board Secretary, had recently accepted another position and would no longer serve as Board Secretary. She said that Kathy Moran had accepted and would now serve as the Board Secretary.

**Janice White** congratulated Karen Swift and Michael Miller on their election as the new Teachers' Association President and Vice President.

**Janice White** said that the graduation ceremony today was a wonderful event. She congratulated the students for a job well done.

**Janice White** said that the district's upgrade in the Moody's rating to AA3 was due in great part to Kurt Jaeger. She thanked him for all of his work.

**Janice White** said the NYS Education Department had released graduation rates and the district's had risen from 84 percent to 88 percent.

**Janice White** said the Geyser Road Elementary School had been granted recognition as an Effective Practices School.

Turner Construction Progress Report

John Staines, Turner Construction, said that with the closing of school today, the cranes would move in tomorrow. He explained that after the Phase III bid results had been tabulated, there were surplus funds available of approximately \$280,000. A list of other projects that could be completed with those funds was developed. Some of the work will be done through contract allowance and others through change orders. He reviewed the list as follows: security card readers at the High School, new lighting in the White Gym, score board, air conditioning in the data closet, remove one temporary building at Dorothy Nolan, pave access road at Maple Avenue, expand paved recreation area at Dorothy Nolan, storage closet at White Gym, wall pads at White Gym, air conditioning at Dorothy Nolan data closet, Lake Avenue classroom reconfiguration, chimney reconstruction at Dorothy Nolan, and repaint walls and gym floor work at Greenfield, doors at White Gym. He

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said they were also looking at replacing a portion of the heating and air conditioning at Dorothy Nolan.

**President Frank Palumbo** asked about the frequency of updates over the next few months. **Janice White** said there would be updates at each Board meeting.

Board of Education Special Recognitions

Board of Education Service Awards were presented to retiring members.

**Janice White** said it was time to bid farewell to two Board members - Vice President Will Martin and Trustee Steve Rodriguez. She noted that Steve Rodriguez had been on the Board since 2003, serving on a number of committees including Finance and Audit. She said that Will Martin had been on the Board since 2000 and had served as the Board Vice President, as well as on the Policy Committee and Property Administration Committee. She said the district was enriched by both gentlemen through their wise counsel and expertise. She said they would be sorely missed and wished them well. She then presented them with small tokens of appreciation for their time on the Board.

**President Frank Palumbo** said he had the great pleasure of becoming friends of both Steve Rodriguez and Will Martin. He said their insight, patience and reasoning would be missed. Their decisions made while serving on the Board had positive benefits for all district students.

**Trustee Regina Gapczynski** said she appreciated the time they spent mentoring her. She said that they made a difference in the students' lives and she too would miss them.

**Trustee Charles Phillips** said new Board members learn from the experienced members and the tradition would be carried on.

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**Trustee Jeff Piro** said it had been a pleasure serving with both of these members and he was sorry to see them go.

**Trustee Jay Rifenburg** said he respected the friendship that developed between him and these gentlemen and he was a better person because of it.

**Trustee Mia Pfister** said she had enjoyed her time with both of these gentlemen and she would miss them.

**Trustee Ernie Gailor** said he got off to a bumpy start when elected to the Board and he thanked these gentlemen for putting up with him and guiding him. He thanked them both for their insights.

**Vice President Will Martin** said it had been a privilege to serve as a Board member starting under Dr. John MacFadden. He said he learned a great deal from previous Board members such as Henry Trombley, Sandra Lewis and others. He felt his biggest accomplishments while serving on the Board were the selection of Janice White as superintendent and the revision of the Board's policy manual. He said that it had truly been a pleasure and joy to serve on the Board and he would miss it.

**Trustee Steve Rodriguez** said he had witnessed a lot while serving on the Board ranging from teachers taking students to Mars; the mentoring program; athletic and academically successful students; a theater program that compares with no other; ten-year-old book writers; mechanics that turned a bus into a salt truck; the revamping of the IT Department; classroom to court rooms, etc. He, too, said that it had truly been a pleasure to serve on the Board. He thanked the community for electing him, the administrative staff for guiding him, and the students for being successful.

OLD BUSINESS

NONE

NEW BUSINESS

Vice President Will Martin moved and Trustee Jeff Piro seconded to approve tonight's agenda in its entirety, except for item 9B and 11A.

Committee on Special Education and Committee on Preschool Special Education Pupil Placements

Approved the recommendations of the Committee on Preschool Special Education and the Committee on Special Education for pupils' placement arrangements. Copies of these recommendations were previously sent to the Board members for review and will be attached to the official minutes.

Adoption of the 2009-2010 Religious Holiday Calendar

Adopted the 2009-2010 Religious Holiday Calendar.

Agreement for School Resource Officer Services

Renewed the agreement with the City of Saratoga Springs for a School Resource Officer to provide law enforcement and related services to the Saratoga Springs High School for the 2009-2010 school year.

PERSONNEL

Administrative Tenure Appointment

Approved the tenure appointment of Tina Davis to the position of Assistant Elementary Principal effective August 9, 2009. (Dorothy Nolan School) (Certification: Perm., N, K, Grades 1-6, 9/1/01; Perm., Teacher of Hearing Impaired, 9/1/01; Perm., SDA, 9/1/05)

Administrative Appointment

Approved the appointment of William Gorgos on an as needed per diem basis, with a maximum of twenty hours per week, as an Assistant Business Administrator assigned to the Office of the Assistant Superintendent for Business for the 2009 - 2010 school year at an hourly rate of \$50.

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Teacher Appointment

Approved the appointment of Jake Zanetti to a three-year probationary appointment as a physical education and recreation teacher effective September 1, 2009. (Geysers Road / Dorothy Nolan - Replacement) (Certification: Initial, Physical Education, 9/1/09, pending)

Teacher Resignation

Accepted the resignation of Andrea Alderman from the position of remedial reading teacher, effective July 1, 2009. (Division Street School) (Sen: 9/1/07)

Teacher Leaves of Absence

Approved an unpaid medical leave of absence for Tina Christensen from her position of Education of Children with Handicapping Conditions - Special Education - General teacher, effective April 28, 2009 through July 1, 2009. (High School) (Previously approved April 28, 2009 through June 1, 2009)

Approved a two-year unpaid leave of absence for Heather Face, from her position of elementary teacher, effective September 1, 2009 through June 30, 2011, for further study, travel, or similar professional improvement related to the individual member's certificated field. (Dorothy Nolan)

Department Head Appointments

Approved the following as Department Heads for the 2009 - 2010 school year at Maple Avenue Middle School:

English (Grades 6-8)	Marjorie Herman
Guidance (Grades 6-8)	Andrea Triolo
Mathematics (Grades 6-8)	Teresa Kosek-Ostwald
Science (Grades 6-8)	Charles Kish
Social Studies (Grades 6-8)	Scott Singer
Special Education (Grades 6-8)	Fred Kurtz

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Co-Curricular Appointments

Approved the following additional appointments for the High School Summer School program, effective July 6, 2009 through August 14, 2009:

Science Teacher:	John Kreis
Substitute Teachers:	Gabrielle Alberti Melinda Anderson Deanne Savage

Approved the following advisor for the 2008-2009 Computer Club, Greenfield School:

Bobbi Wendell

Approved the following as club advisors at Division Street School for the 2009 - 2010 school year:

Division Street Dance Team 4/5:	Kiersten Ogsbury
Division Street Dance Team 2/3:	Jaime Pinto
Junior Explorers Club:	Erin Holohan
Newspaper Club:	Michele Renner
Sports Club:	Carl Luciano
Student Council:	Laurie Gregorek Heather Steitzer Olson, Jane (sub)
Wee Deliver Post Office Program:	Jude Dorflinger

Approved the following personnel for the Computer Consultant positions effective July 1, 2009 - June 30, 2010:

Kristin Passaretti - Elementary Schools  
Charles Kish - Maple Avenue School  
Nancy Piscitelli - High School

**Trustee Charles Phillips** asked if these positions were truly consultant positions. David L'Hommedieu said yes.

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Co-Curricular Resignations

Accepted the resignation of Todd Rosenberg from the position of RCT/Regents Remediation Teacher, summer school program, High School, effective June 10, 2009. (Previously approved BOE 5/12/09)

Accepted the resignation of Melinda Anderson from the position of science teacher, summer school program, High School, effective June 15, 2009. (Previously approved BOE 5/12/09)

Accepted the resignation of John Kreis from the position of substitute teacher, summer school program, High School, effective June 15, 2009. (Previously approved BOE 5/12/09)

Accepted the resignation of Amy Austin from the position of elementary STEPS program teacher effective June 17, 2009. (Previously approved BOE 5/28/09)

Student Helper Appointments

Approved the following additional students to the position of student helper with the Facilities and Operations Department for the summer of 2009:

Damian Irizarry	John LaHut
Cameron Reinert	Colin Reinert
David Scavage	

Civil Service Transfer

Approved the permanent appointment of Richard Huestis to the position of custodian effective July 22, 2009. (Voluntary demotion from Head Custodian, Dorothy Nolan, to Custodian, Lake Avenue)

Civil Service Leave of Absence

Approved an unpaid leave of absence, for medical reasons, under the Family and Medical Leave Act, for Margaret P. Roxbury from her position of school bus

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driver, Transportation, effective May 13, 2009 through July 1, 2009. (Previously approved May 13, 2009 through November 6, 2009)

Summer Steps Program

Approved the appointment of Mary Jane Perkins to clerk, summer STEPS program, 2009, at an hourly rate of \$13.48.

Substitute Appointments/Resignations/Deletions

Accepted the instructional and non-instructional emergency conditional substitute appointments as per the attached list.

Accepted the non-instructional substitute resignations/deletions as per the attached list.

Benefit Booklets For Employee Groups Not Covered By Bargaining Units

Approved the Benefit Booklets for Central Office Administrators, Supervisors and Confidential/Managerials, per the attached resolution, effective July 1, 2009.

Terms and Conditions of Employment for Employees Not Covered by Bargaining Groups

Approved compensation adjustments for Central Office Administrators not covered by bargaining groups effective July 1, 2009 through June 30, 2010.

Approved compensation adjustments for Supervisory employees not covered by bargaining groups effective July 1, 2009 through June 30, 2012.

Approved compensation adjustments for Managerial/Confidential employees not covered by bargaining groups effective July 1, 2009 through June 30, 2011.

Approved extending the employment contract of Janice M. White, Superintendent of Schools, through June 30, 2012.

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Approved the contract adjustment of Thomas Mele, Assistant Superintendent for Elementary Education, for the period July 1, 2009 through June 30, 2012.

Approved the contract adjustment of Michael Piccirillo, Assistant Superintendent for Secondary Education, for the period July 16, 2009 through July 15, 2012.

Approved the contract adjustment of Kurt Jaeger, Assistant Superintendent for Business, for the period July 27, 2009 through July 26, 2012.

**Trustee Charles Phillips** asked if three years was the normal time for contracts. **President Frank Palumbo** said yes.

**FINANCIAL**

Workers' Compensation Administrative Services Agreement

Authorized the Assistant Superintendent for Business to execute the Workers' Compensation Administrative Services Agreement with POMCO, Inc. d/b/a EM Risk Management, for the period July 1, 2009 through June 30, 2012 at an estimated cost of \$16,848 Contract Year 2009-2010; \$17,522 Contract Year 2010-2011; \$18,222 Contract Year 2011-2012.

Disposal of Obsolete Textbooks - Maple Avenue Middle School

Granted permission to Maple Avenue Middle School to dispose of the following obsolete textbooks:

Quantity	Title	ISBN #	Publisher	Copyright Date
100	Lyddie	0-14-034981-2	Puffin Books (The Penguin Group)	1991

Granted permission to Maple Avenue Middle School to sell the obsolete textbooks listed below to Meg Bilgore from "Textbook Fare" at a price to be determined.

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Quantity	Title	ISBN #	Publisher	Copyright Date
333 Good 85 Need Cover	The American Nation	0-13-181715-9	Prentice Hall	2005

Acceptance of Donation/2008-09 Budget Amendment Resolution

**BE IT RESOLVED**, that the Board of Education accept a donation from the Geyser Road School PTO to the Saratoga Springs City School District in the amount of \$3,072.00 for the purchase of a leg press and a sitting rotator to add to the fitness trail at Geyser Road School playground; and to amend the 2008-09 budget by \$3,072.00.

Increase Revenues:

A2705 Gifts & Donations \$3,072.00

Increase Expenditures:

A1621.300-01-1303 Deferred Maintenance \$3,072.00

Budget Increase: From: \$107,750,540.76  
 To: \$107,753,612.76

**BE IT FURTHER RESOLVED**, THAT THE TREASURER OF THE Board of Education be authorized to appropriate funds as specified by this resolution.

Change Order Resolution: #007-003, Saratoga Springs High School

Harold R. Clune Inc. - Additional work at computer lab(s) and library; including power circuits, cable runs, data drops, head end terminations, patch panels and wire management; installations as required.

**BE IT RESOLVED**, that the contract for Electrical construction with Harold R. Clune Inc. associated with the Saratoga Springs High School identified as: SED Project #: 52-18-00-01-0-016-017 Contract No.: 07, Electrical Construction be increased by **Ten Thousand Eight Hundred and no/100 Dollars (\$10,800.00)** as

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detailed:

Original Contract	\$627,900.00
Previously Authorized Change Orders*	<u>\$ 10,005.00</u>
Contract Sum Prior to this Change Order	\$637,905.00
This Change Order	<u>\$ 10,800.00</u>
New Contract Sum	<u><u>\$648,705.00</u></u>

and,

**BE IT FURTHER RESOLVED**, that the Superintendent of Schools be authorized to sign this Change Order on behalf of the Board of Education.

* #007-001	\$3,790.00
#007-002	<u>\$6,215.00</u>
	\$10,005.00

Establishment of Retirement Contribution Reserve Fund

Approved the following resolution to establish and fund a new Retirement Contribution Reserve Fund, effective upon adoption of this resolution.

**WHEREAS** the district desires to reserve funds for the financing of retirement contributions payable to New York State and Local Employees' Retirement System,

**NOW THEREFORE, IT IS RESOLVED** that this Board of Education directs the Treasurer to establish and fund a Retirement Contribution Reserve Fund, in an amount up to \$2,234,633 by one or more transfer(s) from Unreserved Fund Balance as may be approved by the Board of Education, and be it further

**RESOLVED** that such fund shall be administered in accordance with the requirements of General Municipal Law, §§6-r, 10, and 11.

The Omni Financial Group, Inc. Renewal Services Agreement 2009-2010

Approved a Renewal Services Agreement from July 1, 2009 - June 30, 2010 with The Omni Financial Group for the professional review, administration and tax compliance services for the district's tax-deferred investment program(s) with an annual maintenance fee of \$17,172.00 priced on a per account basis.

Disposal of Obsolete Equipment - Information Technology Department

Granted permission to the Information Technology Department to declare obsolete and dispose of technology equipment as per the attached list.

**Ayes all.**

Proposed Code of Conduct 2009-2010

**Trustee Charles Phillips** said he was supportive of the proposed Code of Conduct Policy for 2009-2010; however, he had some concerns with the prohibition of cell phones on school buses. **Janice White** said this policy and the revisions had come from the Transportation Department. There were concerns expressed by transportation staff on sharing inappropriate material while on the bus ride. **Trustee Charles Phillips** said while that could happen, it might also be a way for students to relax. He asked if the district allowed other electronic devices on the bus. He did not believe there was a compelling reason to stop the use of cell phones on the bus ride. He also believed that it would be difficult to enforce. **Janice White** said this recommendation came from the Transportation Committee and they believed that cell phone use on the bus resulted in negative actions by the students. **Vice President Will Martin** agreed with Trustee Charles Phillips that it seemed a bit much to not allow cell phone use on the bus and he, too, agreed that it would be difficult to enforce. He said he would have preferred more information.

It was agreed to table this item tonight until more

detailed discussions could be held on the policy which would prohibit cell phones on school buses.

Change to New York State Employees Retirement System Reporting

**Vice President Will Martin** moved and **Trustee Jay Rifenbary** seconded to adopt the following resolution:

**RESOLVED**, that the Board of Education of the Saratoga Springs City School District, for the purpose of reporting to the New York State Employees Retirement System, change the standard workday from 8 hours to 6 hours for bus drivers and bus driver assistants.

**BE IT FURTHER RESOLVED**, that this change is prospective only, and will become effective July 1, 2009.

**Roll Call Vote: Ayes all.**

PUBLIC HEARING

**President Frank Palumbo** opened the second public hearing. There being no one wishing to speak, **President Frank Palumbo** closed the second public hearing.

OTHERS

**Trustee Jay Rifenbary** congratulated Karen Swift and Michael Miller on their election to the Teachers' Association.

**Trustee Charles Phillips** said the Sponsor-A-Scholar program was a wonderful opportunity. He said the way that the H1N1 flu virus was identified and handled by the district was good. He said the Maple Avenue Awards Ceremony night was also a nice event for families.

**Trustee Mia Pfitzer** said that Kurt Jaeger also deserved to be commended for the upgraded Moody's rating.

All Board members agreed that today's graduation ceremony was a wonderful event.

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EXECUTIVE SESSION

None

ADJOURNMENT

**Vice President Will Martin** moved and **Trustee Steve Rodriguez** seconded to adjourn the meeting at 8:50 p.m.

Ayes all.

There being no further business, **President Frank Palumbo** adjourned the meeting at 8:50 p.m.

Respectfully submitted,

Kurt Jaeger  
District Clerk