

**MINUTES OF THE MEETING OF  
THE BOARD OF EDUCATION**

SANDY CREEK CENTRAL SCHOOL DISTRICT  
SALISBURY STREET  
SANDY CREEK, NEW YORK

**Date:** June 8, 2006

**Kind of meeting:** Regular

**Place:** Sandy Creek Board Room for open public session  
Sandy Creek District Offices for executive session

**Board Members Present:**

Brian MacVean  
Deanna Soule  
Mike Hovey  
Jean Bonhotal  
John Clark  
Lynn Miller

**Others Present:**

Stewart Amell  
Shelley Fitzpatrick  
Sue Ann Archibee  
Maureen Shiel  
Joanne Shelmidine  
Deb Stevens

**Board Members Absent:**

Creg Ivison

**Reception in recognition of the Sandy Creek Central School District retirees, tenure recipients, and the staff and students that have helped with the BOE Meeting preparation was held from 6:45 – 7:00 p.m.**

**CALL TO ORDER:**

Brian MacVean, Board Vice-President, called the meeting to order at 7:35 p.m. in the Board Room.

**PLEDGE OF ALLEGIANCE:** All present recited the pledge of allegiance.

**PRESENTATIONS:**

Sue Ann Archibee, Joanne Shelmidine, and Maureen Shiel presented the 2005 School Report Card.

**PUBLIC COMMENTS:**

None.

**CONSENT AGENDA CHANGES:**

Recommended Resolution: Motion made by Bonhotal, seconded by Hovey, to accept changes to the consent agenda.

6 yes, 0 no, 1 absent  
Motion carried

**RECOMMENDED RESOLUTION:**

Motion made by Soule, seconded by Miller, that the Sandy Creek Central School District Board of Education hereby approves the Consent Agenda.

6 yes, 0 no, 1 absent  
Motion carried

**APPROVAL OF MINUTES:**

The approval of the regular Board of Education Meeting minutes held May 4, 2006, the Annual Meeting minutes held May 16, 2006, and the Worksession minutes held on May 25, 2006.

**APPROVAL OF THE CSE RECOMMENDATIONS:**

New York State Education Law and Part 200 of the Regulations of the New York State Commissioner of Education empower Boards of Education to provide suitable educational programs for students with disabilities, upon the recommendation of the Committee on Special Education.

The Committee on Special Education has determined that the children listed on the attached possess disabilities to a degree sufficient to warrant placement in a Special Education Program.

Based upon the committee's decision, the Board of Education accepts the Committee on Special Education's recommendations, and will provide these children with the appropriate programs.

**APPROVAL OF SCHEDULE OF BILLS:**

The approval of the General Fund schedule of bills in the amounts of \$237,167.01 and \$653,327.67, the School Food Service Fund bills in the amount of \$20,543.57, the Special Aid Fund bills in the amount of \$224.25, and the Concession Stand bills in the amount of \$513.47 and \$500.00.

**APPROVAL OF THE FINANCIAL REPORTS:**

The approval of the Clerks and Treasurer's Report for the period of April 1, 2006 – April 28, 2006.  
The approval of the extracurricular report for the period of April 1, 2006 – April 28, 2006.

**APPROVAL OF SCHOOL PURCHASES:**

The approval of the Specialty Paper Bid.

**APPROVAL OF POSITION AUTHORIZATIONS/ABOLISHMENTS,  
RESIGNATIONS/TERMINATIONS, LEAVES OF ABSENCE, AND APPOINTMENTS:**

**AUTHORIZATIONS/ABOLISHMENTS:**

To **abolish** the following positions as of **June 30, 2006**:

.5 French Teacher  
Hall Monitor  
Elementary Library Aide

To **authorize** the following positions as of **July 1, 2006**:

Reading/Testing Coordinator (all grades)  
Reading First Coach (Elementary)  
Reading Teacher/Coach (Middle School)  
Elementary Library Teacher Assistant  
Reading First Teacher Assistant (Elementary)  
.5 Curriculum Integration Coordinator (all grades)  
English Teacher (grades 9-12)  
1.0 School to Work Coordinator (grades 9-12) (.5 to be reimbursed by Pulaski Academy and Central Schools)  
.5 Bus Dispatcher  
.5 Maintenance and Operations Clerk

**RESIGNATIONS/TERMINATIONS:**

The resignation of **MARY WILLIAMSON** from her position of **Special Education Aide** effective **May 25, 2006**.

The resignation of **MARY WILLIAMSON** from her position of **Bus Aide** effective **May 25, 2006**.

The resignation of **AMY HOWARD-MCCORMACK** from her position of **Tier II Reading Coach** effective July 1, 2006.

The resignation of **BRANDIE NORTON** from her position of **Tier II Reading Coach** effective September 1, 2006.

**LEAVES OF ABSENCE:**

None.

**APPOINTMENTS:****Coordinators/Teachers on Special Assignment** for the 2006-2007 school year:

Gifted & Talented	Chris Smith
Physical Education, Health & Athletics	Mike Stevens
Computer Instruction/Technology	Paul Goulet
Special Education	Janice Burns
Assistant Special Education	Carolyn Shirley
Reading/Testing	Amy Howard McCormack
Technology Curriculum Integration	Shelley Blodgett

**Summer Reading Camp Aides** at **\$8.30/hr** effective **July 10, 2006-August 10, 2006.**

Kristine Carusone	Sarah Orr
Jason Moyer	Karin Nemier
Edna Ridgeway	Penny Howard
Travis Downey	

**Elementary Summer School Reading Camp Appointments** at the rate of 1/200<sup>th</sup> of 06-07 salary (for student contact) for the period of July 10, 2006 – August 10, 2006:

Julie DeLosh	Brandie Norton
Scott Parish	Shannon McGrath
Jessica Casion	Nichole Maitland
Melissa Williams	<b>(Teacher plus 12 hours for Coordinator of 4-6 program)</b>

**Advisors** for the school year 2006-2007:

Elementary Student Council	Step 7	Sherry Glazier
Elementary Student Council	Step 13	Carolyn Gaffney
High School Student Council	Step 1	Tanya VanOrnum
Drama Club	Step 2	Colleen Kiah
Drama Club Assistant	Step	TBA
Set Design	Step	TBA
Prize Speaking	Step 1	Rob Ferguson
Spelling Bee Coordinator	Step 5	Matthew White
Peer Group	Step 1	Dorothy Hovey
Colorguard	Step	TBA
Yearbook	Step 7	Michelle Shirley
Student Newspaper	Step 2	Robert Ferguson
SADD	Step 3	Jeff Klopotoski
National Honor Society	Step 3	Teresa Crast
Class of 2010 Co-Advisor		Teresa Crast
Class of 2010 Co-Advisor		Rob Ferguson
Football Cheerleading Advisor	Step 6	Tanya VanOrnum
Summer Marching Band	Step 11	Thomas Artini

**Summer 2006 Bus Aides** at their current rate of pay:

Jessica Brown  
 Meghan McKiernan  
 Jason Moyer  
 Edna Ridgeway  
 Mary Ann Crast

**Success by Six** appointments effective **July 10, 2006-August 3, 2006.**

Tabatha Hoff  
 Melissa Hull

**Summer AIS Math** appointments at the rate of 1/200<sup>th</sup> of 06-07 salary for the period of July 10, 2006 – August 16, 2006:

Maureen Brownell	Joe Lasell
Michelle Shirley	Jerry O'Neil
James Connors	Katie Soluri

**Coaches** for the school year 2006-2007:

Varsity Football	Step 13	Mike Stevens
1 <sup>st</sup> Assistant Varsity Football	Step 12	Kevin Halsey
2 <sup>nd</sup> Assistant Varsity Football	Step 7	Jim Hunt
Modified Football	Step 12	Bill Fowler
Assistant Modified Football	Step 3	Matt Soluri
Varsity Cross Country	Step 3	Jim Pelton
Modified Cross Country	Step 1	Meghan McKiernan
Varsity Girls' Soccer	Step 3	Jeff Torch
JV Girls' Soccer	Step 3	Jonn Stoker
Modified Girls' Soccer	Step 4	Melissa Williams
Varsity Boys' Soccer	Step 5	Matt White
Modified Boys' Soccer	Step 2	Jeff Klopotoski
Weight Room Supervisor	Step 5	Bill Benedict

**TABATHA HOFF** to the **Elementary Maternity Leave Replacement** for the school year 2006-2007 at a salary of \$37,040 representing a Bachelor's Degree and 6 credit hours.

**RICHARD BATES** to the position of **Cleaner** for a probationary period of 26 weeks to begin **July 3, 2006 to December 31, 2006** at the rate of \$8.40/hour pending fingerprint approval.

**Department Coordinators** for the 2006-2007 school year:

English	Brandie Norton
Mathematics	Jerry O'Neil
Social Studies	Kari Elderbroom
Science	Jim Clark

**REPORTS:**

There were no Board Committee Reports/Comments.  
 Stewart Amell presented the Superintendent's Report/Comments.  
 Sue Ann Archibee presented the Elementary Principal's Report.  
 Joanne Shelmidine presented the Middle School Principal's Report.  
 Maureen Shiel presented the High School Principal's Report.  
 Mike Stevens presented the P.E./Athletic Report.  
 Deb Stevens presented the Transportation Report.

**DISCUSSION ITEMS:**

Wall of Distinction Update

**ACTION ITEMS:**

It was moved by Miller, seconded by Bonhotal to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to approve additions to the **2005-2006 Master List of Substitutes for Instructional Staff and Support Staff**, pending fingerprint approval.

6 yes, 0 no, 1 absent

Motion carried

It was moved by Bonhotal, seconded by Hovey, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to appoint **SUE ANN ARCHIBEE** on tenure to the **Principal** area, effective **September 1, 2006**. Mrs. Archibee holds a Permanent Certificate as a **School Administrator/Supervisor and a School District Administrator**.

6 yes, 0 no, 1 absent

Motion carried

It was moved by Bonhotal, seconded by Hovey, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to appoint **BRANDY SNYDER-VANRY** on tenure to the **Special Education** area, effective **September 1, 2006**. Mrs. VanRy holds a Permanent Certificate in both **Special Education and Pre-K, K, 1-6**.

6 yes, 0 no, 1 absent

Motion carried

It was moved by Bonhotal, seconded by Hovey, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to appoint **THEODORE KRENDRICH** on tenure to the **Science** area, effective **September 1, 2006**. Mr. Krenrich holds a Provisional Certificate in **Biology (exp. 2/1/09)**.

6 yes, 0 no, 1 absent

Motion carried

It was moved by Bonhotal, seconded by Hovey, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to appoint **KAREN MILLETT-LAMBIE** on tenure to the **Speech-Language** area, effective **September 1, 2006**. Mrs. Lambie holds a Permanent Certificate in **Speech and Hearing Handicapped**.

6 yes, 0 no, 1 absent

Motion carried

It was moved by Bonhotal, seconded by Hovey, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to appoint **VAL MARSHALL** on tenure to the **Music** area, effective **September 1, 2006**. Mrs. Marshall holds a Permanent Certificate in **Music and Pre-K, K, 1-6**.

6 yes, 0 no, 1 absent

Motion carried

It was moved by Bonhotal, seconded by Hovey, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to appoint **TARA ABBOTT** on tenure to the **Art** area, effective **September 1, 2006**. Mrs. Abbott holds a Provisional Certificate in **Art (exp. 9/1/09)**.

6 yes, 0 no, 1 absent

Motion carried

It was moved by Bonhotal, seconded by Hovey, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to appoint **MARTIN SCOVILLE** on tenure to the

**Art** area, effective **September 1, 2006**. Mr. Scoville holds a Provisional Certificate in **Art (exp. 9/1/06 - permanent certification information sent in for processing approx. 4/2006)**.

6 yes, 0 no, 1 absent

Motion carried

It was moved by Bonhotal, seconded by Hovey, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to appoint **DAVID MINNEY** on tenure to the **Psychology** area, effective **September 1, 2006**. Mr. Minney holds a Permanent Certificate as a **School Psychologist**.

6 yes, 0 no, 1 absent

Motion carried

It was moved by Soule, seconded by Clark, to approve the following resolution: RESOLVED upon the recommendation of the Superintendent to approve the **revised Instructional School Calendar** for the 2006-2007 school year.

6 yes, 0 no, 1 absent

Motion carried

It was moved by Clark, seconded by Hovey, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to adopt the 2006-2007 **Terms and Conditions of Employment** for the Non-contract Civil Service positions.

6 yes, 0 no, 1 absent

Motion carried

It was moved by Clark, seconded by Miller, to approve the following resolution: RESOLVED upon the recommendation of the Superintendent to approve the following resolution:

The **Sandy Creek Central School District Board of Education** is hereby establishing the **Internal Audit Function**, to be performed by staff personnel or independent contractors in accordance with §170.12 of the Regulations of the Commissioner of Education, and this function will be operational on or before December 31, 2006, pending final regulations to be issued by the NYS Education Department. Furthermore, the Internal Audit Function shall include:

Development of a risk assessment of School District operations;

Review of financial policies, procedures, and practices;

Testing and evaluation of one or more areas of the School District's internal controls;

An annual review and update of such risk assessment; and

Preparation of annual reports, which analyze significant risk assessment findings, recommend changes for strengthening controls and reducing identified risks, and specify time-frames for implementation of such recommendations.

The Internal Auditor shall report directly to the Sandy Creek Central School District Board of Education.

6 yes, 0 no, 1 absent

Motion carried

It was moved by Bonhotal, seconded by Hovey, to approve the following resolution: RESOLVED upon the recommendation of the Superintendent to award the District **External Auditing Professional Services** contract for the fiscal years ending 2007, 2008, and 2009 to the accounting firm of **Ciaschi, Dietershagen, Little, Mickelson, LLP**.

6 yes, 0 no, 1 absent

Motion carried

It was moved by Miller, seconded by Clark, to approve the following resolution: RESOLVED upon the recommendation of the Superintendent to award the District **School Attorney Professional**

**Services Retainer Contract** to the firm of **Hogan, Sarzynski, Lynch, Surowka & DeWind, LLP** for the fiscal years ending 2007, 2008, and 2009.

6 yes, 0 no, 1 absent

Motion carried

**Executive Session and Adjournment:**

It was moved by Clark, seconded by Bonhotal, to go in to executive session for personnel and contractual negotiations at 8:40 p.m.

6 yes, 0 no, 1 absent

Motion carried

It was moved by Miller, seconded by Bonhotal, to return from executive session and to adjourn at 9:18 p.m.

6 yes, 0 no, 1 absent

Motion carried

**Future Board Meeting Dates**

Workshop Session: Thursday, June 22, 2006

Regular Meeting: Thursday, July 13, 2006

Respectfully Submitted,

Shelley H. Fitzpatrick  
District Clerk