

*Oneonta City School District
Regular Meeting
of the
Board of Education
September 11, 2013*

Location: Riverside Elementary School

Time: 7:00 p.m.

I. Opening

A. Call to Order

B. Roll Call

C. *Resolved*, to adopt the agenda as presented.

Action Item

D. *Resolved*, to accept the minutes of the August 28, 2013 Board of Education meeting as presented.

Action Item

II. Communications

Opportunity to Address the Board

III. Personnel

Approval of Personnel Memorandum 2013-16

1. Non-Certificated

Action Item

Resolved, that the reading of the Non-Certificated Personnel Memorandum #2013-16 be waived and that the action items dated September 11, 2013 be approved as recommended by the Superintendent of Schools.

2. Teaching and Administrative

Action Item

Resolved, that the reading of the Teaching and Administrative Personnel Memorandum #2013-16 be waived and that the action items dated September 11, 2013 be approved as recommended by the Superintendent of Schools.

IV. New Business

A. Superintendent's Report

1. Update on Opening Day of the 2013-2014 school year

Information Item

2. The following resolution is required by the NYS Comptroller's Office:

Action Item

Resolved, to confirm that the following persons have been approved for the following appointed positions in the Oneonta City School District for the 2013-2014 school year:

Karen Czerkies	Payroll Clerk/District Treasurer	-	Timekeeping
Eileen Lishansky	Superintendent's Secretary/ District Clerk/Records Mgt. Officer	-	Timekeeping
Regina McGuinness	Business Mgr. Secretary/Tax Collector	-	Timekeeping
Jacquelyn Moore	School Secretary/Internal Claims Auditor	-	Timekeeping
Jane Pidgeon	Senior Clerk/Medicaid Processor	-	Timekeeping

B. Business Official's Report

1. *Resolved*, that the reading of Financial Memorandum #2013-16 dated September 11, 2013 be waived and that the financial action items be approved as recommended by the Superintendent of Schools.

Action Item

2. *Resolved*, to approve the Tax Warrant for the year 2013-2014 as presented. *(Roll call vote required)*

Action Item

V. Opportunity to Address the Board/Committee Reports

VI. Roundtable

VII. Executive Session

VIII. Adjournment

ENLARGED CITY SCHOOL DISTRICT
PERSONNEL MEMORANDUM NO. 2013 – 16

TO: Board of Education
 FROM: Joseph Yelich, Superintendent of Schools
 DATE: September 11, 2013
 RE: Personnel Memorandum No. 2013 – 16

NON-CERTIFIED

A. Discontinuance

1. Retirement

<u>Name</u>	<u>Position</u>	<u>Effective</u>
-------------	-----------------	------------------
2. Resignation

<u>Name</u>	<u>Position</u>	<u>Effective</u>
-------------	-----------------	------------------
3. Termination

<u>Name</u>	<u>Position</u>	<u>Effective</u>
-------------	-----------------	------------------

B. Civil Service Appointments

1. Provisional (Temporary)

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective</u>
-------------	-----------------	---------------	------------------
2. Permanent with Probationary Period

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective</u>
-------------	-----------------	---------------	------------------
3. Permanent

<u>Name</u>	<u>Position</u>		<u>Effective</u>
-------------	-----------------	--	------------------
4. Exempt/Non-Competitive

<u>Name</u>	<u>Position</u>	<u>Effective</u>	
-------------	-----------------	------------------	--
5. Contract Salary

<u>Name</u>	<u>Position</u>	<u>Salary*</u>	<u>Effective</u>
-------------	-----------------	----------------	------------------
6. Additional Assignment

<u>Name</u>	<u>Position</u>	<u>Stipend</u>	<u>Effective</u>
-------------	-----------------	----------------	------------------
7. School Monitor effective 2013-14
8. Substitute Clerical effective 2013-14
9. Substitute Custodial effective 2013-14
10. Substitute School Nurse effective 2013-14
11. Student Worker
12. Game Staff (Recreational Attendant) effective 2013-14
13. Special Education Summer Program

<u>Name</u>	<u>Position</u>	<u>Hourly Rate</u>
-------------	-----------------	--------------------
14. Volunteers
15. Extended Day Programs Non-Instructional staff – Before/After School Programs
 - a. Appointments

<u>Name</u>	<u>Initial Placement</u>	<u>Hourly Rate</u>
-------------	--------------------------	--------------------
 - b. Adjustment

<u>Name</u>	<u>Placement from</u>	<u>To</u>	<u>Hourly Rate From</u>	<u>To</u>
-------------	-----------------------	-----------	-------------------------	-----------
 - c. Terminated

C. Other

1. Leave of Absence

<u>Name</u>	<u>Position</u>	<u>Type Leave</u>	<u>Approximate Effective Date</u>
-------------	-----------------	-------------------	-----------------------------------
2. Abolish Position

<u>Title</u>	<u>Effective</u>
--------------	------------------
3. Create Position

<u>Position</u>	<u>Effective</u>	<u>Hourly Rate</u>
-----------------	------------------	--------------------
4. Contract Continuation

<u>Name</u>	<u>Position</u>	<u>Effective Through</u>
-------------	-----------------	--------------------------
5. Hourly Rates/Game Fee Schedule

<u>Position</u>	<u>Hourly Rate</u>
-----------------	--------------------
6. Job Title Change

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
-------------	-------------	-----------	------------------
7. Emergency Clearance

TEACHING AND ADMINISTRATIVE

A. Discontinuance

1. Retirement

<u>Name</u>	<u>Position</u>	<u>Effective</u>
-------------	-----------------	------------------
2. Resignation

<u>Name</u>	<u>Position</u>	<u>Effective</u>
→ Pat Muller	Varsity Bowling Coach	September 2, 2013
3. Termination

<u>Name</u>	<u>Position</u>	<u>Effective</u>
-------------	-----------------	------------------

B. Appointments

1. Tenure

<u>Name</u>	<u>Tenure Area</u>	<u>Effective</u>
-------------	--------------------	------------------
2. Administrative/Teaching Reinstatement

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective Date of Hire</u>
→ Dayle Allen	Elementary Teacher	\$38,866.00 pro	September 3, 2013
<u>Tenure Area</u>	<u>Cert. Status</u>	<u>90 Day Notif. Date</u>	<u>Tenure Date</u>
Elementary	Initial	June 4, 2016	September 2, 2016
3. Reinstatement

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective Date of Hire</u>
-------------	-----------------	---------------	-------------------------------
4. Long-term Substitute

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective Date of Hire</u>
-------------	-----------------	---------------	-------------------------------
5. Substitute Teacher

→ Matthew Laroe	Jeffrey Sloan	Ashlee Wright
------------------------	----------------------	----------------------
6. Summer School

<u>Name</u>	<u>Position</u>	<u>Hourly Rate</u>
-------------	-----------------	--------------------
7. Volunteers

→ <u>Name</u>	
Kaitlin Culpepper	
8. Coach

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
-------------	-----------------	----------------
9. Extra-Curricular Advisors - High School

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Pending: Technical Director Fall, Technical Director Spring, Spring Show Vocal Music Director		

10. Additional Assignment 2013 - 2014

NamePositionStipend

D. Adult Education

1. Appointments effective September 1, 2013 – June 30, 2014

NamePosition

2. Additional Duties

NamePositionStipend

3. Resignation

NamePositionEffective

E. District Extended Day Program effective 2013 - 2014

1. Appointment

NamePosition/Initial PlacementHourly Rate

2. Resignation

NamePositionEffective

F. Continuation Administrative/Teaching

1. First Year Probation

NamePositionEffectiveDate of Hire90 Day ContractualNotificationTenureEffective

Caterina Esposito

ESL Teacher

9/1/13

6/2/16

8/31/16

Megan Fulkerson

Spec. Ed. Teacher

9/1/13

6/2/16

8/31/16

William Neale

Spec. Ed. Teacher

9/1/13

6/2/16

8/31/16

Andrea Reece

Music Teacher

9/1/13

6/2/16

8/31/16

Anne Woistenholme

Assistant Principal

8/16/13

5/17/16

8/15/16

2. Second Year Probation

NamePositionEffectiveDate of Hire90 Day ContractualNotificationTenureEffective

Kari Ruff-Rivera

Elem. Teacher

9/1/13*

6/3/15

9/1/15

*original date of hire 9/1/11, rehired off preferred eligibility list

3. Third Year Probation

NamePositionEffectiveDate of Hire90 Day ContractualNotificationTenureEffective

Stephanie Kozio

Teaching Assistant

9/1/13

6/3/14

9/1/14*

*as per conditions of preferred eligibility list

4. First of Two Year Probation

NamePositionEffectiveDate of Hire90 Day ContractualNotificationTenureEffective

5. Second of Two Year Probation (Jarema Credit)

NamePositionEffectiveDate of Hire90 Day ContractualNotificationTenureEffective

6. Second of Two Year Probation (Previous Tenure)

NamePositionEffectiveDate of Hire90 Day ContractualNotificationTenureEffective

Jennifer Allers

For. Lang. Teacher

9/1/12

6/3/14

9/1/14

Abbe Furnari

Fam & Con. Sci. Tch

9/1/12

6/3/14

9/1/14

Nicole Gelbsman

Special Ed Teacher

9/1/12

6/3/14

9/1/14

7. First of Two Year Probation (Jarema Credit)

NamePositionEffectiveDate of Hire90 Day ContractualNotificationTenureEffective

8. First of Two Year Probation (Previous Tenure)

NamePositionEffectiveDate of Hire90 Day ContractualNotificationTenureEffective

Lee Ann Myers

Teaching Assistant

9/1/13

6/3/15

9/1/15

9. Fourth Year Probation (Juul Extension)

NamePositionEffective90 Day ContractualTenure

G. Other

1. Leaves of Absence

<u>Name</u>	<u>Position</u>	<u>Type of Leave</u>	<u>Approximate Effective Date</u>
Teresa Patry	Art Teacher	personal	Dec. 2, 2013 – Feb. 14, 2014
Aaron Witkowski	Teacher	Family Sick/FMLA	September 3 – 13, 2013

2. Abolish Position

<u>Position</u>	<u>Effective</u>

3. Create Position

<u>Position</u>	<u>Effective</u>

4. Contract Continuation

<u>Name</u>	<u>Position</u>	<u>Extension Through</u>

5. Hourly/Per Diem Rate Schedule

<u>Position</u>	<u>Stipend</u>

6. Emergency Fingerprint Clearance

ONEONTA CITY SCHOOL DISTRICT
FINANCIAL MEMORANDUM #2013-16
September 11, 2013

TO: JOSEPH J. YELICH
SUPERINTENDENT OF SCHOOLS

FROM: LISA J. WEEKS
BUSINESS MANAGER *LJW*

DATE: September 11, 2013

RE: FINANCIAL MEMORANDUM #2013-16

RESOLVED, that the reading of Financial Memorandum #2013-16, dated September 11, 2013 be waived and that the financial action items be approved as recommended by the Superintendent of Schools.

1. Food Service Budget for 2013-14 Information Item
The Food Service budget for 2013-14 is in the amount of \$607,943.00, as presented.
2. Delhi Central School District Agreement Action Item (To Approve)
Resolved, upon the recommendation of the Superintendent, to approve the Agreement with Delhi Central School District to provide educational services in Delhi, effective 9/3/13 to 6/30/14, as presented.
3. Advanced Therapy Contract Action Item (To Approve)
Occupational Therapy Services – Special Education
Resolved, upon the recommendation of the Superintendent, to approve the contract for occupational therapy services with Advanced Therapy, Albany, NY, from 08/28/13 - 06/30/14, in the amount of \$58,000.
4. Cooperstown Central School District Agreement Action Item (To Approve)
Resolved, upon the recommendation of the Superintendent, to approve the agreement with Cooperstown Central School District to enter into a municipal agreement to share services of a physical therapist effective 9/1/13 to 6/30/14, as presented.
5. 2012-13 Budget Transfers (over \$10,000) Action Item (To Approve)
Resolved, upon the recommendation of the Superintendent, to approve the budget transfers in the amount of \$14,100., according to Board of Education Policy No. D.12, as presented.
6. Surplus Items Action Item (To Approve)
Resolved, upon the recommendation of the Superintendent, to declare the following items as surplus for disposal:
ITEM
Harcourt Math 5th grade textbook 40 copies
Houghton Mifflin explore textbook 40 copies

ONEONTA CITY SCHOOL DISTRICT
FINANCIAL MEMORANDUM #2013-16
September 11, 2013

7. Treasurer's Monthly Report

Action Item (To Accept)

*Resolved, upon the recommendation of the Superintendent,
to accept as presented the Treasurer's Monthly Report
for the period ending July 31, 2013*

RESOLUTION

Motion made by _____ Seconded by _____

WHEREAS: Chapter 73 of the Laws of 1977, amended subdivision 1 of Section 1318 of the Real Property Tax Law to required unexpended operating funds in excess of four percent of the prior school year to be applied in determining the school tax levy, and

WHEREAS: The Board of Education is therefore authorized to retain as surplus funds, four percent of the prior school year budget, during the current school year.

NOW THEREFORE:

BE IT RESOLVED: That the Board of Education retain not in excess of four percent (4%) of the prior school year budget as surplus funds out of the total estimated unreserved fund balance of \$1,974,684. and apply the sum of \$ 440,000 to the reduction of the tax levy and apply \$468,000 to potential liability of state aid loss per Education Law 3012c.

BE IT FURTHER RESOLVED AS FOLLOWS:

To the Collector of the Oneonta City School District, Towns of Oneonta, Laurens, Maryland, Milford, Davenport and the City of Oneonta, Counties of Otsego and Delaware, New York State,

You are hereby commanded;

1. To give notice and start collection on October 1, 2013. (In accordance with the provision of Section 1324 of the Real Property Law.)
2. To give notice that tax collection will end November 30, 2013.
3. To collect taxes in the total sum of \$19,559,343 in the same manner that collectors are authorized to collect town and county taxes in accordance with the provisions of Section 1318 of the Real Property Tax Law.
4. To make no changes or alterations in the tax warrant or the attached tax rolls but shall return the same to the Board of Education. The Board may recall its warrant and tax roll for corrections of errors or omissions in accordance with the provisions of Section 553 of the Real Property Tax Law.
5. To forward by mail to each owner of real property listed on the tax rolls within ten days after the start of collection a statement of taxes due on

his/her property on tax bill forms provided by the school district in accordance with the provisions of Section 922 of the Real Property Tax Law. To forward by mail, without interest penalties, to the office of the County Treasurer a detailed tax bill of all state land parcels liable for taxes on the tax rolls in accordance with provisions of Section 540 and 544 of the Real Property Tax Law.

6. To receive from each of the taxable corporations and natural persons the sums listed on the attached tax rolls without interest penalties when such sums are paid before the end of the first month of the tax collection period. A penalty will be added to all taxes collected during the second month of the tax collection. This penalty will be determined by the Board of Equalization and Assessment of the State of New York.
7. To issue receipts only on forms provided by the school district in acknowledgment of receipt of payment of taxes and to retain, preserve and file exact all such receipts issued as required by Section 986 of the Real Property Tax Law.
8. To promptly return the Warrant at its expiration and if any taxes on the attached tax rolls shall be unpaid at the time, deliver an accounting thereof on forms showing by town and city the total assessed valuation, tax rate, the total tax levy, the total amounts remaining uncollected as required by Section 1332 of the Real Property Tax Law.

The Warrant is issued pursuant to the Real Property Tax Law and is delivered in accordance with Sections 1306 and 1318 of this law. It is effective immediately after it is properly signed by a majority of the Board of Education. The Warrant shall expire on the date stated above unless a renewal or extension has been endorsed on the face of this Warrant in writing in accordance with Section 1318, subdivision 2 of the Real Property Tax Law.

MEMBER

VOTE

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____