

**Oneonta City School District
Board of Education
January 9, 2013
AGENDA**

Location: Oneonta Middle School – Library

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 December 19, 2012 Board of Education meeting as presented.

Action Item

II. Communications

A. Opportunity to Address the Board

III. Personnel

A. Approval of Personnel Memorandum 2013-01

1. Non-Certificated

Action Item

Resolved, that the reading of the Non-Certificated Personnel Memorandum #2013-01 be waived and that the action items dated January 9, 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 #2013-01 be waived and that the action items dated January 9, 2013 be approved as recommended by the Superintendent of Schools.

IV. New Business

A. Superintendent's Report

1. *Resolved*, to approve the canvass of votes from the Capital Project vote held on January 8, 2013 as presented.

Action Item

2. Safety Committee Update

Action Item

B. Business Manager's Report

1. *Resolved*, that the reading of Financial Memorandum #2013-01 dated January 9, 2013 be waived and that the financial action items be approved as recommended by the Superintendent of Schools.

Action Item

V. Opportunity to Address the Board

VI. Roundtable/Committee Reports

VII. Executive Session

VIII. Adjournment

ENLARGED CITY SCHOOL DISTRICT
PERSONNEL MEMORANDUM NO. 2013 – 01

TO: Board of Education
 FROM: David Rowley, Superintendent of Schools
 DATE: January 9, 2013
 RE: Personnel Memorandum No. 2013 –01

NON-CERTIFIED

A. Discontinuance

1. Retirement

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

<u>Name</u>	<u>Position</u>	<u>Effective</u>
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→	Regina McGuinness	Account Clerk	Jan. 9, 2013
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3. Termination due to elimination of position

<u>Name</u>	<u>Position</u>	<u>Effective</u>
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B. Civil Service Appointments

1. Provisional (Temporary)

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

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective</u>
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→	Regina McGuinness	Management/Confidential Keyboard Specialist	\$24,289 pro Jan. 10 – May 10, 2013
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3. Permanent

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

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

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

<u>Name</u>	<u>Position</u>	<u>Stipend</u>	<u>Effective</u>
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7. Long-term Substitute

<u>Name</u>	<u>Position</u>	<u>Effective</u>
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8. School Monitor

<u>Name</u>	<u>Initial Assignment</u>	<u>Hourly Rate</u>
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9. Substitute Clerical

→	Nancy Lopez-Mena
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10. Substitute Custodial/Maintenance

→	Chastity Norton
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11. Substitute School Nurse

12. Student Worker

→	McKenna Rowe
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13. Game Staff (Recreational Specialist)

- 14. Adult Education
 - a. Non-Instructional Appointments

<u>Name</u>	<u>Hourly Rate</u>	
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 - b. Adjustments

<u>Name</u>	<u>Position</u>	<u>Hourly Rate</u>
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 - c. Resignations

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

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

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

C. Other

- 1. Leave of Absence

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

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

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

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

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

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

TEACHING AND ADMINISTRATIVE

A. Discontinuance

- 1. Retirement

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

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

<u>Name</u>	<u>Position</u>	<u>Effective</u>
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B. Appointments

- 1. Tenure

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

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective Date of Hire</u>
<u>Tenure Area</u>	<u>Cert. Status</u>	<u>90 Day Notif. Date</u>	<u>Tenure Date</u>
- 3. Long-term Substitute

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective Date of Hire</u>
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- 4. Substitute Teacher/Teaching Assistant

→ Dennis Basile*	Virginia Graver	Jacqueline Kaoud	Pauline Stamp	Jeffrey Woods*
*pending fingerprint clearance				
- 5. Volunteers effective 2012-13

<u>Name</u>	<u>Building</u>
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6. Administrative Contract Adjustment	<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective</u>
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7. Other	<u>Name</u>	<u>Position</u>	<u>Stipend</u>
→	Michelle Gardner	Spring Show - Choreographer	\$1,000.00
	Tim Horne	Spring Show - Accompanist	\$1,000.00
	Marjean McCaslin-Doyle	Spring Show - Costumes	\$1,360.00

C. Additional Assignments

1. Coach: 2012 – 2013*

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Appointments Pending: Modified Track Assistant		
*appointments contingent upon completion of First Aid/AED/CPR certifications and other criteria as designated by NYSED		

2. Extra-Curricular Advisors

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
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D. Adult Education

1. Appointment

<u>Name</u>	<u>Position</u>	<u>Hourly Rate</u>
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2. Resignation

<u>Name</u>	<u>Position</u>	<u>Effective</u>
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E. District Extended Day Program – Instructional Staff

1. Appointment

<u>Name</u>	<u>Position</u>	<u>Hourly Rate</u>
→ Rita Andrews	GP PM Program	\$10.00
Cheryl Harder	VV Substitute PM Program	\$10.00

2. Resignation

<u>Name</u>	<u>Position</u>	<u>Effective</u>
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F. Continuation Administrative/Teaching

1. First Year Probation

<u>Name</u>	<u>Position</u>	<u>Effective Date of Hire</u>	<u>90 Day Contractual Notification</u>	<u>Tenure Effective</u>
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2. Second Year Probation

<u>Name</u>	<u>Position</u>	<u>Effective Date of Hire</u>	<u>90 Day Contractual Notification</u>	<u>Tenure Effective</u>
Caitlin Moreland	Spec. Ed. Teacher	9/1/11	6/2/13	8/31/14

3. Third Year Probation

<u>Name</u>	<u>Position</u>	<u>Effective Date of Hire</u>	<u>90 Day Contractual Notification</u>	<u>Tenure Effective</u>
Katie (Finch) Boshart	Phys. Ed. Teacher	9/1/10	6/2/13	8/31/13
Amy (McCann) Lamb	For. Lang. Teacher	9/1/10	6/2/13	8/31/13

4. First of Two Year Probation

<u>Name</u>	<u>Position</u>	<u>Effective Date of Hire</u>	<u>90 Day Contractual Notification</u>	<u>Tenure Effective</u>
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5. Second of Two Year Probation (Jarema Credit)

<u>Name</u>	<u>Position</u>	<u>Effective Date of Hire</u>	<u>90 Day Contractual Notification</u>	<u>Tenure Effective</u>
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6. Second of Two Year Probation (Previous Tenure)

<u>Name</u>	<u>Position</u>	<u>Effective Date of Hire</u>	<u>90 Day Contractual Notification</u>	<u>Tenure Effective</u>
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7. First of Two Year Probation (Jarema Credit)

<u>Name</u>	<u>Position</u>	<u>Effective Date of Hire</u>	<u>90 Day Contractual Notification</u>	<u>Tenure Effective</u>
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8. First of Two Year Probation (Previous Tenure)

<u>Name</u>	<u>Position</u>	<u>Effective Date of Hire</u>	<u>90 Day Contractual Notification</u>	<u>Tenure Effective</u>
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

9. Fourth Year Probation (Juul Extension)

<u>Name</u>	<u>Position</u>	<u>Effective Date of Hire</u>	<u>90 Day Contractual Notification</u>	<u>Tenure Effective</u>
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G. Other

1. Leaves of Absence

<u>Name</u>	<u>Position</u>	<u>Type of Leave</u>	<u>Approximate Effective Date</u>
Melissa Brockway	English Teacher	child rearing	Jan 30, 2012 – Jan. 25, 2013**
Li-Ju Chen	Music Teacher	personal	Jan 8 – June 21, 2013**
Joseph Collier	Elementary Teacher	sick/FMLA*	Nov. 13, 2012 – to be determined
Shannon Forbes	Teaching Assistant	personal	2012 - 2013
Melinda Gelbsman	Science Teacher	sick/FMLA/Unpaid*	Sept. 4, 2012 – to be determined
Carrie Hall	Music Teacher	personal	2012 – 2013
Megan Nader	Music Teacher	personal	2011 – 2013**
George Paulson	Social Studies Teacher	sick/FMLA*	Oct. 4, 2012 – to be determined
Sarah Tirado	Social Studies Teacher	sick/FMLA*	Oct. 29, 2012 – Jan. 30, 2013***

* leaves will run concurrently and be with pay as determined by a physician's note and available time.

** as per Memo of Understanding between Superintendent and OTA.

***note change in approximate effective date of previously approved LOA

2. Abolish Position

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

<u>Position From</u>	<u>To</u>	<u>Effective</u>
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4. Contract Continuation

<u>Name</u>	<u>Position</u>	<u>Extension Through</u>
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5. Hourly/Per Diem Rate Schedule

<u>Position</u>	<u>Stipend</u>
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6. Emergency Fingerprint Clearance

ONEONTA CITY SCHOOL DISTRICT
FINANCIAL MEMORANDUM #2013-01
January 9, 2013

TO: DAVID P. ROWLEY
INTERIM SUPERINTENDENT OF SCHOOLS

FROM: LISA J. WEEKS *LW*
BUSINESS MANAGER

DATE: January 9, 2013

RE: FINANCIAL MEMORANDUM #2013-01

RESOLVED, that the reading of Financial Memorandum #2013-01, dated January 9, 2013 be waived and that the financial action items be approved as recommended by the Superintendent of Schools.

1. 2012-13 Budget Transfers (under \$10,000) Information Item
In accordance with Board of Education Policy No. D.12, budget transfers in the amount of \$3,755.25 were approved, as presented.
2. Underwriter Contract Action Item (To Approve)
Roosevelt & Cross
Resolved, upon the recommendation of the Superintendent, to approve the contract with Roosevelt & Cross, Inc. for underwriting services related to the school district bonds, 2013, as presented.
3. Donations Action Item (To Accept)
Resolved, upon the recommendation of the Superintendent, to accept the following donations:

<u>FROM</u>	<u>FOR</u>	<u>AMOUNT</u>
Dewar Foundation	iPads	\$20,000.00
Anonymous	iPads & equipment	\$10,000.00
Anonymous	OHS Girls Softball	\$10,000.00