

COOPERSTOWN CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION

MINUTES

DATE: April 7, 2010

KIND OF MEETING: Regular

PLACE: Cafeteria, Middle/High School

MEMBERS PRESENT: Anthony J. Scalici, President, David C. Borgstrom, Paula M. Greene, Noreen P. Polus, Theresa J. Russo, Mikal Sky-Shrewsberry

MEMBERS ABSENT: Mary B. Leonard

OTHERS PRESENT: Mary Jo A. McPhail, Superintendent of Schools
Amy B. Kukenberger, School Business Admin./Building Admin.
Michael G. Cring, Secondary Principal
Teresa L. Gorman, Elementary Principal

President Scalici called the meeting to order at 7:10 PM.

Mrs. Sky-Shrewsberry, seconded by Dr. Russo, moved to amend the agenda to add under Other Board Matters – Permanent Easement Acquisition and to remove from the agenda Addendum to the Kelberman Center Service Agreement.

Ayes 6 Noes 0 Motion carried.

Anne Dickson commented on the incident of April 2nd involving two high school students.

Mrs. Sky-Shrewsberry, seconded by Dr. Russo, moved approval of the minutes of the regular meeting of March 17, 2010.

Ayes 6 Noes 0 Motion carried.

Dr. Russo, seconded by Mrs. Sky-Shrewsberry, moved approval of the minutes of the special meeting of March 30, 2010.

Ayes 6 Noes 0 Motion carried.

Dr. Russo presented the following warrants: WN-76 dated March 25, 2010, SN-78 dated March 24, 2010, WN-81 dated March 31, 2010, and Federal Fund dated March 31, 2010, for Board information.

Mrs. McPhail stated that the proposed budget is \$15,965,503., which represents a 3.53% decrease and a projected average increase on the tax levy of 5.8%. She also reviewed budget adjustments made since the last Board meeting.

04/07/10

Dr. Russo, seconded by Dr. Borgstrom, moved to adopt the proposed 2010/2011 Budget in the amount of \$15,965,503.

Ayes 6 Noes 0 Motion carried.

Dr. Russo, seconded by Dr. Borgstrom, moved approval of the Capital Fund Bill Schedule – SN-83 dated April 1, 2010 totaling \$5,602.68 as follows:
Hodgson Russ Attorneys 5,602.68

Ayes 6 Noes 0 Motion carried.

RESOLVED, Dr. Russo moves and Mrs. Sky-Shrewsberry seconds the motion to approve the Otsego Northern Catskills BOCES Administrative Budget as presented for the 2010-2011 school year.

Ayes 6 Noes 0 Motion carried.

RESOLVED, Dr. Russo moves and Mrs. Sky-Shrewsberry seconds the motion to elect the following three (3) candidates to the Otsego Northern Catskills BOCES Board of Education:
Antoinette Hull
Paul Beisler
Harry Nissen

Ayes 6 Noes 0 Motion carried.

Mrs. Greene, seconded by Mrs. Sky-Shrewsberry, moved an amendment to Policy 6140: Health Examinations, for first reading.

Ayes 6 Noes 0 Motion carried.

Mrs. Greene, seconded by Mrs. Sky-Shrewsberry, moved an amendment to Policy 6170: Safety of Students (Fingerprinting Clearance of New Hires), for second reading and adoption.

SAFETY OF STUDENTS (FINGERPRINTING CLEARANCE OF NEW HIRES)

Unless otherwise authorized in accordance with law and regulation, the District shall not employ or utilize a prospective school employee, as defined below, unless such prospective school employee has been granted a "full" clearance for employment by the State Education Department (SED). The School District shall require a prospective school employee who is not in the SED criminal history file to be fingerprinted for purposes of a criminal history record check by authorized personnel of the designated fingerprinting entity. For purposes of this provision of law, the term "criminal history record" shall mean a record of all convictions of crimes and any pending criminal charges maintained on an individual by the Division of Criminal Justice Services (DCJS) and the Federal Bureau of Investigation (FBI).

The District shall utilize SED's Web-based application known as TEACH for instantaneous access to important information about certification and fingerprinting. Through TEACH, SED provides an individual with the ability to apply for fingerprint clearance for certification and/or employment and view the status of his/her fingerprint clearance request. Through TEACH, the School District is able, among other applications, to submit an online request for fingerprint clearance for a prospective employee, view the status of a fingerprint clearance request, and determine whether a subsequent arrest letter has been issued.

Safety of Students

The District will develop internal building and/or program procedures to help ensure the safety of students who have contact with an employee holding conditional appointment or emergency conditional appointment. Such procedures will address the safety of students in the classroom, students attending off-campus activities under the supervision of the School District, and students participating in extracurricular and/or co-curricular activities (including sports and athletic activities).

Safety procedures to be addressed include, but are not limited to, the following: supervision of the employee holding conditional appointment/emergency conditional appointment as determined appropriate by the applicable building/program administrator; and periodic visitations by the building/program administrator to the classroom, program and/or activity assigned to the employee holding conditional appointment/emergency conditional appointment.

"Sunset" Provision for Conditional Appointments/Emergency Conditional Appointments

The provisions in law which permit the conditional appointment and/or emergency conditional appointment of employees pending full clearance from SED shall terminate, in accordance with legislation, on July 1, 2010; and shall be rescinded as Board policy and procedure as of that date (unless subsequent revisions to applicable law provide otherwise).

Access to TEACH

Information regarding fingerprinting of new hires, including relevant laws and regulations, frequently asked questions (FAQs), an up-to-date chart for "Who Must be Fingerprinted", and instructions on the fingerprinting process are found on www.highered.nysed.gov/tcert/ospra. To request access to TEACH, email TEACHHELP@mail.nysed.gov.

Ayes 6 Noes 0 Motion carried.

Mrs. Greene, seconded by Dr. Borgstrom, moved Policy 6190: Staff-Student Relations (Fraternization), for second reading and adoption. (See attached.)

Ayes 6 Noes 0 Motion carried.

Mrs. Greene, seconded by Dr. Borgstrom, moved an amendment to Policy 6470: Staff Use of Computerized Information Resources, for second reading and adoption.

STAFF USE OF COMPUTERIZED INFORMATION RESOURCES

The Board of Education will provide staff with access to various computerized information resources through the District's computer system (DCS hereafter) consisting of software, hardware, computer networks and electronic communication systems. This may include access to electronic mail, so-called "on-line services" and the "Internet." It may also include the opportunity for some staff to have independent access to the DCS from their home or other remote locations. All use of the DCS, including independent use off school premises, shall be subject to this policy and accompanying regulations.

The Board encourages staff to make use of the DCS to explore educational topics, conduct research and contact others in the educational world. The Board anticipates that staff access to various computerized information resources will both expedite and enhance the performance of tasks associated with their positions and assignments. Toward that end, the Board directs the Superintendent or his/her designee(s) to provide staff with training in the proper and effective use of the DCS.

04/07/10

Staff use of the DCS is conditioned upon written agreement by the staff member that use of the DCS will conform to the requirements of this policy and any regulations adopted to ensure acceptable use of the DCS. All such agreements shall be kept on file in the District office.

Generally, the same standards of acceptable staff conduct which apply to any aspect of job performance shall apply to use of the DCS. Employees are expected to communicate in a professional manner consistent with applicable District policies and regulations governing the behavior of school staff. Electronic mail and tele-communications are not to be utilized to share confidential information about students or other employees.

This policy does not attempt to articulate all required and/or acceptable uses of the DCS; nor is it the intention of this policy to define all inappropriate usage. Administrative regulations will further define general guidelines of appropriate staff conduct and use as well as proscribed behavior.

District staff shall also adhere to the laws, policies and rules governing computers including, but not limited to, copyright laws, rights of software publishers, license agreements, and rights of privacy created by federal and state law.

Staff members who engage in unacceptable use may lose access to the DCS and may be subject to further discipline under the law and in accordance with applicable collective bargaining agreements. Legal action may be initiated against a staff member who willfully, maliciously or unlawfully damages or destroys property of the District.

Privacy Rights

Staff data files and electronic storage areas shall remain District property, subject to District control and inspection. The computer coordinator may access all such files and communications without prior notice to ensure system integrity and that users are complying with requirements of this policy and accompanying regulations. Staff should **NOT** expect that information stored on the DCS will be private.

Implementation

Administrative regulations will be developed to implement the terms of this policy, addressing general parameters of acceptable staff conduct as well as prohibited activities so as to provide appropriate guidelines for employee use of the DCS.

Ayes 6

Noes 0

Motion carried.

Mrs. Greene, seconded by Dr. Borgstrom, moved an amendment to Policy 7314: Student Use of Computerized Information Resources (Acceptable Use Policy), for second reading and adoption.

STUDENT USE OF COMPUTERIZED INFORMATION RESOURCES (ACCEPTABLE USE POLICY)

The Board of Education will provide access to various computerized information resources through the District's computer system ("DCS" hereafter) consisting of software, hardware, computer networks and electronic communications systems. This may include access to electronic mail, so-called "on-line services" and the "Internet." It may include the opportunity for some students to have independent access to the DCS from their home or other remote locations. All use of the DCS, including independent use off school premises, shall be subject to this policy and accompanying regulations. Further, all such use must be in support of education and/or research and consistent with the goals and purposes of the School District.

One purpose of this policy is to provide notice to students and parents/guardians that, unlike most traditional instructional or library media materials, the DCS will allow student access to external computer networks not controlled by the School District where it is impossible for the District to screen or review all of the available materials. Some of the available materials may be deemed unsuitable by parents/guardians for student use or access. This policy is intended to establish general guidelines for acceptable student use. However, despite the existence of such District policy and accompanying guidelines and regulations, it will not be possible to completely prevent access to computerized information that is inappropriate for students. Furthermore, students may have the ability to access such information from their home or other locations off school premises. Parents/guardians of students must be willing to set and convey standards for appropriate and acceptable use to their children when using the DCS or any other electronic media or communications.

Standards of Acceptable Use

Generally, the same standards of acceptable student conduct which apply to any school activity shall apply to use of the DCS. This policy does not attempt to articulate all required and/or acceptable uses of the DCS; nor is it the intention of this policy to define all inappropriate usage. Administrative regulations will further define general guidelines of appropriate student conduct and use as well as proscribed behavior.

District students shall also adhere to the laws, policies and rules governing computers including, but not limited to, copyright laws, rights of software publishers, license agreements, and student rights of privacy created by federal and state law.

Students who engage in unacceptable use may lose access to the DCS in accordance with applicable due process procedures, and may be subject to further discipline under the District's school conduct and discipline policy and the *District Code of Conduct*. The District reserves the right to pursue legal action against a student who willfully, maliciously or unlawfully damages or destroys property of the District. Further, the District may bring suit in civil court against the parents/guardians of any student who willfully, maliciously or unlawfully damages or destroys District property pursuant to General Obligations Law Section 3-112.

Student data files and other electronic storage areas will be treated like school lockers. This means that such areas shall be considered to be School District property subject to control and inspection. The computer coordinator may access all such files and communications without prior notice to ensure system integrity and that users are complying with the requirements of this policy and accompanying regulations. Students should **NOT** expect that information stored on the DCS will be private.

Notification/Authorization

The District's Acceptable Use Policy and accompanying Regulations will be disseminated to parents and students in order to provide notice of the school's requirements, expectations, and student's obligations when accessing the DCS.

Student access to the DCS will automatically be provided unless the parent has submitted written notification to the District that such access not be permitted. Procedures will be established to define the process by which parents may submit a written request to deny or rescind student use of the DCS in accordance with law, Commissioner's Regulations and/or District policies and procedures.

Regulations will be established as necessary to implement the terms of this policy.

Ayes 6

Noes 0

Motion carried.

04/07/10

Mrs. Greene, seconded by Mrs. Sky-Shrewsberry, moved an amendment to Policy 7552: Bullying: Peer Abuse in the Schools, for second reading and adoption. (See attached.)

Ayes 6 Noes 0 Motion carried.

Mrs. Greene, seconded by Mrs. Sky-Shrewsberry, moved an amendment to Policy 8271: The Children's Internet Protection Act: Internet Content Filtering/Safety Policy, for second reading and adoption. (See attached.)

Ayes 6 Noes 0 Motion carried.

Mrs. Greene gave a report on the Policy Committee meeting of March 23, 2010.

Motion made by Dr. Borgstrom, seconded by Mrs. Greene, **BE IT RESOLVED**, that the Board of Education of the Cooperstown Central School District, hereby appoints Clifton J. Hebert III, 1946 Sanford Ridge Road, Queensbury, New York, 12804, as Superintendent of Schools for a term commencing July 1, 2010 and continuing through June 30, 2013; and

BE IT FURTHER RESOLVED that the Board of Education adopt and authorize as part of the term of appointment all those conditions set forth in the Superintendent's Contract with Clifton J. Hebert III dated April 7, 2010; and

BE IT FURTHER RESOLVED that the President of the Board of Education is hereby authorized and directed to execute said employment agreement.

Ayes 6 Noes 0 Motion carried.

Motion made by Dr. Borgstrom, seconded by Dr. Russo. **RESOLVED**, that the Board of Education of the Cooperstown Central School District, upon the recommendation of the Superintendent of Schools, does hereby accept the resignation of Mr. Michael DeSimone as Lighting/Sound Designer - Senior Play for the 2009-2010 school year.

Ayes 6 Noes 0 Motion carried.

Motion made by Dr. Borgstrom, seconded by Mrs. Greene. **RESOLVED**, that the Board of Education of the Cooperstown Central School District, does hereby approve the administrative assignment of the following extracurricular position for the 2009-2010 school year:

Lighting/Sound Designer (Senior Play) Patrick Lippincott

Ayes 6 Noes 0 Motion carried.

The Board acknowledged the administrative assignment of the following substitute for the 2009/2010 school year: Katherine Hall - Teacher.

Mr. Scalici, seconded by Dr. Russo, moved approval of the following high school textbook:

The Turn of the Screw, Henry James, Dover Publication, Inc., New York, 1991.

Ayes 6 Noes 0 Motion carried.

04/07/10

Mr. Scalici, seconded by Dr. Russo, moved approval of the following elementary textbook:

Reading Street 2011 – Grade 3, Pearson Education Scott Foresman, 2011.

Ayes 6 Noes 0 Motion carried.

Mr. Scalici, seconded by Dr. Russo, moved approval of the following new course: Web 2.0 as a 20 week course, one-half (1/2) unit of credit, beginning in September, 2010.

Ayes 6 Noes 0 Motion carried.

Mr. Scalici, seconded by Dr. Russo, moved approval of the following new course: Yearbook Production as a 40 week course, one (1) unit of credit, beginning in September, 2010.

Ayes 6 Noes 0 Motion carried.

Mr. Scalici gave a report on the Curriculum and Instruction meeting of April 1, 2010.

Mrs. Sky-Shrewsberry announced the following District events: April 8, 9, 10, 2010 - Senior Play at 7:30 PM in the M/HS auditorium and April 19-23, 2010 – Spring Vacation.

Mrs. Sky-Shrewsberry gave a report on the Public Relations Committee meeting of March 23, 2010.

Mrs. McPhail presented the list of Clark Scholarship winners for the class of 2010.

Mrs. McPhail presented an article entitled Shortchanging Students – How The State Budget Crisis Will Change Our Schools published by The Council of School Superintendents and New York State School Boards Association.

Ms. Gorman reported on the status of the elementary building in regards to the April 2nd incident, 1st grade quilt unit, parent conferences, books/blankets event, Friday Fun Night, 5th grade trip to ONC BOCES, 4th grade winter workshop at Farmer's Museum, ELA test preparation, Oceanography unit, fundraising for Wii, Friday finale – elementary American Idol, Autism article by Mary Martini and Autism walk. Mr. Cring reported on the status of the middle/high building in regards to the April 2nd incident, 7th grade immersion, Slam Poetry Competition, Annual Ruggles Competition, Boys State; RYLA students, and Senior Play.

Upon the recommendation of Mrs. McPhail, Mrs. Sky-Shrewsberry, seconded by Mrs. Greene, moved approval of the recommendations of the Committee on Special Education as listed in the minutes of the meeting on March 31, 2010 and the recommendations of the Committee on Preschool Special Education as listed in the minutes of the meeting on March 26, 2010.

Ayes 6 Noes 0 Motion carried.

Mrs. Sky-Shrewsberry, seconded by Mrs. Greene, moved to approve the Annual Budget Hearing for May 5, 2010 at 6:30 PM in the Middle/High School Cafeteria.

Ayes 6 Noes 0 Motion carried.

04/07/10

Mrs. Greene, seconded by Mrs. Polus, moved to approve the Budget Vote and Election date for May 18, 2010 from 11:00 AM - 8:00 PM in the Middle/High School Auditorium.

Ayes 6 Noes 0 Motion carried.

Dr. Borgstrom, seconded by Dr. Russo, moved to appoint the Machine Custodian and Assistant Clerks/Inspectors for the 2010-2011 Budget Vote and School Board Election as follows:

John Cunero – Machine Custodian
William Ross – Machine Custodian (Alternate)

Jo-Anne Weir - Assistant Clerk/Inspector
Bernice Bachanas - Assistant Clerk/Inspector
Velma Armstrong – Assistant Clerk/ Inspector
Nancy Morton – Assistant Clerk/Inspector
Mary Jean Nicholson – Assistant Clerk/Inspector
Martha Clarvoe – Assistant Clerk/Inspector (Alternate)
Jo Ann Dow – Assistant Clerk/Inspector (Alternate)
Barbara Potter – Assistant Clerk/Inspector (Alternate)

Ayes 6 Noes 0 Motion carried.

Motion made by Mr. Scalici, seconded by Dr. Russo, RESOLVED, that the Board of Education does hereby agree to donate to the Village of Cooperstown, NY a non-exclusive permanent easement over and upon the referenced property to enable and facilitate the construction of the subject “Intermodal” project as aforesaid. A copy of the agreement and map will be on file with the minutes of this meeting.

Following questions and discussion the following motion was made.

Mr. Scalici, seconded by Mrs. Sky-Shrewsberry, moved to withdraw the above motion regarding the permanent easement.

Ayes 6 Noes 0 Motion carried.

Mr. Scalici, seconded by Dr. Borgstrom, moved approval to retain an appraiser for an evaluation of the piece of property that is part of the “Intermodal” project and an evaluation of the property with the easement.

Ayes 6 Noes 0 Motion carried.

Mrs. Sky-Shrewsberry, seconded by Dr. Russo, moved approval of the Agreement Between The Mary Imogene Bassett Hospital and Cooperstown Central School for the purpose of operating a School-Based Health Center, dated January 1, 2010, and authorization for the Superintendent of Schools to sign said agreement. A copy of the agreement is on file with the minutes of this meeting.

Ayes 6 Noes 0 Motion carried.

04/07/10

Mrs. Sky-Shrewsberry, seconded by Dr. Russo, moved approval of and authorization to enter into the lease agreement with The Clark Foundation, d.b.a. Iroquois Farm, in the amount of \$1.00, for use of land by the school cross country team for the period commencing May 1, 2010 and ending April 30, 2011. A copy of the lease is on file with the minutes of this meeting.

Ayes 6 Noes 0 Motion carried.

Anne Dickson thanked Mr. Cring for how the incident has been dealt with at the high school. Ivy Bischof asked questions about the School Based Health Center Dental Program.

Mr. Scalici announced the following: Special Propositions and Board Members' Petitions are due on April 19, 2010, Annual Budget Hearing on May 5, 2010 at 6:30 PM, and next regular Board meeting on May 5, 2010 at 7:00 PM.

Mrs. Sky-Shrewsberry, seconded by Mrs. Greene, moved to recess to executive session to discuss potential, proposed, pending, or current litigation at 8:25 PM.

Ayes 6 Noes 0 Motion carried.

Dr. Borgstrom, seconded by Dr. Russo, moved to return to the business of the regular meeting at 9:10 PM.

Ayes 6 Noes 0 Motion carried.

Mrs. Sky-Shrewsberry, seconded by Mrs. Greene, immediately moved to adjourn the meeting.

Ayes 6 Noes 0 Motion carried.

Clerk