

NISKAYUNA CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION ORGANIZATIONAL MEETING MINUTES  
JULY 7, 2016

**MEMBERS OF THE BOARD PRESENT:** Mr. David Apkarian (by videoconference from Staybridge Suites, 824 Exeter Road, London, ON, N6E1L5), Mr. Jack Calareso, Ms. Nicki Foley, Mr. David Koes, Ms. Patricia Lanotte, Ms. Rosemarie Perez Jaquith, Dr. Howard Schlossberg

**MEMBERS OF THE BOARD ABSENT:** None

**ADMINISTRATORS PRESENT:** Dr. Cosimo Tangorra, Jr., Superintendent of Schools, Ms. Lauren Gemmill, Assistant Superintendent for Instruction, Ms. Carrie Nyc-Chevrier, Director of Business and Finance, Mark Treanor, Director of Student and Staff Support Services

**ADMINISTRATORS ABSENT:** None

**STUDENT REPRESENTATIVES PRESENT:** Ambreen Aslam, Cassidy Beauchemin, Mariah Mizbani

**ALSO ATTENDING:** Matt Leon, Grant Jaquith, Maureen McGuinness, John Rickert

1. Dr. Tangorra called the meeting to order at 5:00 p.m. in the Board of Education Conference Room.

The Board went directly to Executive Session to discuss legal issues.

The Board returned to public session at 6:20 p.m.

Ms. Perez Jaquith moved to approve the agenda for the Organizational and Regular meetings. Mr. Koes seconded. Motion carried 7-0.

2. Mr. Koes moved that the Board of Education appoint Carrie Nyc-Chevrier as District Clerk. Mrs. Lanotte seconded. Motion carried 7-0. Dr. Tangorra administered the Oath of Office of District Clerk to Ms. Nyc-Chevrier.

Ms. Nyc-Chevrier presided over meeting.

3. Ms. Nyc-Chevrier administered the Oath of Office to newly elected Board members Jack Calareso and Nicki Foley, re-elected Board member Patricia Lanotte and to Superintendent Cosimo Tangorra, Jr.

4. Mrs. Lanotte moved that the Board of Education appoint Niskayuna High School juniors Mariah Mizbani and Ambreen Aslam as student representatives to the Board of Education, effective immediately. These appointments are effective for two years through June 30, 2018. Mr. Koes seconded. Motion carried 7-0.

5. Mr. Koes nominated Ms. Perez Jaquith for President of the Board of Education. Mr. Calareso seconded. Motion carried 7-0.

The District Clerk administered the Oath of Office of President to Ms. Perez Jaquith.

President Perez Jaquith presided over the meeting.

Mrs. Lanotte nominated David Apkarian for Vice-President of the Board of Education. Ms. Perez Jaquith seconded. Motion carried 7-0.

The District Clerk administered the Oath of Office of Vice-President to Mr. Apkarian.

**Call to Order**

**Executive**

**Session**

**Public Session**

**Approve Agenda**

**Appoint District Clerk**

**Administer Oaths of Office**

**Appoint Student Representatives**

**Elect President**

**Elect Vice-President**

6. Dr. Schlossberg moved that the Board of Education, upon the recommendation of the Superintendent of Schools, approve the following individuals to carry out the appointments (a-c) as outlined per ASM 6A. Mr. Koes seconded. Motion carried 7-0.

- a) District Treasurer – John Tamburello
- b) Deputy Treasurer – Carrie Nyc-Chevrier
- c) Internal Claims Auditor – Doris Munro

7. Dr. Schlossberg moved that the Board of Education, upon the recommendation of the Superintendent of Schools, approve the following individuals to carry out the appointments (a-ff) as outline below per ASM 7A. Mr. Koes seconded. Motion carried 7-0.

- a) Mary Jo Palmiotto as Sr. Payroll Clerk
- b) Carrie Nyc-Chevrier as designee to certify payroll
- c) Carrie Nyc-Chevrier designated as the District Purchasing Agent
- d) Darla Gullotta designated as the Deputy Purchasing Agent
- e) Marvin and Company as Independent Auditors
- f) Questar III BOCES as Internal Auditors
- g) Bernard P. Donegan, Inc. as Financial Advisors
- h) Guercio & Guercio, Ferrara Firm and Higgins, Roberts & Suprunowicz, P.C.as Legal Counsel
- i) Orrick, Herrington and Sutcliffe LLP as Bond Counsel
- j) Drs. Lee and Cotungo/Capital Care Group for Health Services
- k) Ellis Hospital Center for Occupational Health for Adult Physicals and Random Drug Testing
- l) Dave Ormsbee as LEA Asbestos Designee/Management Planner
- m) John O'Donnell as pesticide representative
- n) Mark Treanor as Freedom of Information and Records Access/Records Management Officer
- o) Susan Frank as Records Management Clerk
- p) Lauren Gemmill as Title I Compliance Officer
- q) Carrie Nyc-Chevrier as Title I Purchasing Officer
- r) Mark Treanor and Lauren Gemmill as Title VII/Title IX and Harassment Officers
- s) Principals of the Elementary and Middle Schools and High School Assistant Principal as Attendance Officers
- t) Principals as Dignity for All Student Coordinators
- u) Principals and Directors as Lead Evaluators
- v) Mark Treanor as the Homeless Liaison
- w) Impartial Hearing Officers per approved list from the State Education Department
- x) Lynne Rutnik as the ADA Section 504 Designee
- y) Lynne Rutnik as the Medicaid Compliance Officer
- z) OMNI Group as 403b Third Party Administrator
- aa) First Niagara Benefits as Health Benefits Consultant
- bb) Benetech as Workers' Compensation Third Party Administrator
- cc) Edward Alston III as Census Enumerator
- dd) Cynthia Gagnon as Board Recorder
- ee) Vince Bianchi as Student Activities Coordinator
- ff) Janice Lindsay as Youth Court Liaison

8A. Mr. Koes moved that the Board of Education, upon the recommendation of the Superintendent of Schools, appoint the following individuals to the Committee on Special Education as members or alternate members; including the provision that the psychologist will serve as a standing member of the committee when a student from their respective school is on the CSE agenda. Mr. Calareso seconded. Motion carried 7-0.

<u>Member</u>	<u>Role</u>
TBD	CSE Chairperson
TBD	CSE Chairperson
Lynne Rutnik	CSE Chairperson
Capital Care Group Physicians	School Physician(s)
Dr. Mary Aiello-Cloutier	Psychologist/CSE Chairperson*
TBD	Psychologist/CSE Chairperson*
Margaret Williams	Psychologist/CSE Chairperson*
MaryEllen DiCocco	Psychologist/CSE Chairperson*
Janell Timmany	Psychologist/CSE Chairperson*
Elizabeth Sabourin	Psychologist/CSE Chairperson*
	Parent Member
	Child's Parents
	Regular Education Teacher
	Special Ed Teacher and/or provider (when appropriate)
	Student w Disability (when appropriate, e.g. high school student)

\*The school psychologist will occasionally act as CSE Chairpersons if TBD cannot attend a CSE Meeting.

The following people will serve as alternate members of the CSE:

<u>Alternate Member</u>	<u>Role</u>
Lynne Rutnik	Special Education Director/CSE Chairperson
April Dolce	Parent Member
Dana Donohue	Parent Member
Erin Eldaye	Parent Member
Steve Fletcher	Parent Member
Judie Frank	Parent Member
Breanna Hayhurst	Parent Member
Christine Ironside	Parent Member
Lisa Martinese	Parent Member
Colleen Metzger	Parent Member
Tammy Molina	Parent Member
Laura Priestly	Parent Member
Barbara Sauter	Parent Member
Sarah Zhang	Parent Member

8B. Dr. Schlossberg moved that the Board of Education, upon the recommendation of the Superintendent of Schools, appoint the following members per ASM 8b to the Subcommittee of the CSE, in conjunction with changes made to New York State Education Law pursuant to Chapter 82 of the Laws of 1995 regarding the provision of special education programs and services, such subcommittees to make decisions on students placed in programs with and operated by the Niskayuna Central School District only and operate by consensus, and sub sub-committee membership shall include the following: the child's special education teacher and/or provider, a regular education teacher, the child's parent, the child with a disability (when appropriate e.g. emancipated minor), a person who is qualified to provide of supervise special education, and the school psychologist (when necessary). Mr. Koes seconded. Motion carried 7-0.

**Appoint  
Membership to  
Committee on  
Special  
Education  
(CSE)**

Alternate CSE  
Members

**Appoint  
Membership to  
Subcommittee  
on Special  
Education**

- |   |   |
|---|---|
| <p>1. <u>High School Subcommittee:</u></p> <p>Lynne Rutnik, CSE Chairperson<br/> TBD, CSE Chairperson<br/> Mary Cloutier, School Psychologist (when necessary)/CSE Chairperson*<br/> TBD, School Psychologist (when necessary)/CSE Chairperson*<br/> Child's special education teacher and/or provider and regular education teacher<br/> Child's parent<br/> Child with Disability</p> | <p>Appoint CSE Subcommittee – High School</p> |
| <p>2. <u>Iroquois Middle School Subcommittee:</u></p> <p>TBD, CSE Chairperson<br/> TBD, CSE Chairperson<br/> Mary Cloutier, School Psychologist (when necessary)/CSE Chairperson*<br/> Child's parent<br/> Child's special education teacher and/or provider and regular education teacher</p>  | <p>Appoint CSE Subcommittee – Iroquois</p>    |
| <p>3. <u>Van Antwerp Middle School Subcommittee:</u></p> <p>TBD, CSE Chairperson<br/> TBD, CSE Chairperson<br/> TBD, School Psychologist (when necessary)/CSE Chairperson*<br/> Child's special education teacher and/or provider and regular education teacher<br/> Child's parent</p>   | <p>Appoint CSE Subcommittee – Van Antwerp</p> |
| <p>4. <u>Birchwood Elementary School Subcommittee:</u></p> <p>TBD, CSE Chairperson<br/> Margaret Williams, School Psychologist (when necessary)/CSE Chairperson*<br/> Child's special education teacher and/or provider and regular education teacher<br/> Child's parent</p>   | <p>Appoint CSE Subcommittee – Birchwood</p>   |
| <p>5. <u>Craig Elementary School Subcommittee:</u></p> <p>TBD, CSE Chairperson<br/> Elizabeth Sabourin, School Psychologist (when necessary)/CSE Chairperson*<br/> Child's special education teacher and/or provider and regular education teacher<br/> Child's parent</p>  | <p>Appoint CSE Subcommittee – Craig</p>       |
| <p>6. <u>Glenclyff Elementary School Subcommittee:</u></p> <p>TBD, CSE Chairperson<br/> MaryEllen DiCocco, School Psychologist (when necessary)/CSE Chairperson*<br/> Child's special education teacher and/or provider and regular education teacher<br/> Child's parent</p>   | <p>Appoint CSE Subcommittee – Glenclyff</p>   |
| <p>7. <u>Hillside Elementary School Subcommittee:</u></p> <p>TBD, CSE Chairperson<br/> Margaret Williams, School Psychologist (when necessary)/CSE Chairperson*<br/> Child's special education teacher and/or provider and regular education teacher<br/> Child's parent</p>  | <p>Appoint CSE Subcommittee – Hillside</p>    |

8. Rosendale Elementary School Subcommittee:

TBD, CSE Chairperson  
 Janelle Timmany, School Psychologist (when necessary)/CSE Chairperson\*  
 Child's special education teacher and/or provider and regular education teacher  
 Child's parent

\*The school psychologists will occasionally act at CSE Chairpersons if TBD, TBD and Ms. Rutnik cannot attend a CSE meeting.

8c. Mr. Koes moved that the Board of Education, upon the recommendation of the Superintendent of Schools, appoint the following individuals to the Committee on Preschool Special Education as members. Dr. Schlossberg seconded. Motion carried 7-0.

<u>Member</u>	<u>Role</u>
TBD	CSE Chairperson
April Dolce	Parent Member
Steve Fletcher	Parent Member
Julie Frank	Parent Member
Breanna Hayhurst	Parent Member
Laura Priestly	Parent Member
	Representatives from County Municipality
Per individual meeting requirements	> Representatives from Evaluative Agency
	> Child's Parent or Legal Guardian
	Regular Education Teacher
	Special Education Teacher and/or Provider

<u>Alternate Member</u>	<u>Role</u>
Lynne Rutnik Chairperson	Administrator for Student Support Services/CPSE
Margaret Williams	School Psychologist (when necessary), CPSE Chairperson*
Janell Timmany	School Psychologist (when necessary), CPSE Chairperson*
MaryEllen DiCocco	School Psychologist (when necessary), CPSE Chairperson*
Elizabeth Sabourin	School Psychologist (when necessary), CPSE Chairperson*

Each student's teacher will be invited to serve as a member when student is being discussed at the CPSE meeting.

\* The school psychologist will occasionally act as CPSE Chairperson if Ms. DiCocco is not available.

8d. Mrs. Lanotte moved that the Board of Education, upon the recommendation of the Superintendent of Schools, appoint Mrs. Joyce Charland of 42 Blue Barnes Road in Rexford, NY 12148 to the Surrogate Parent List for the Committee on Special Education. Mr. Calareso seconded. Motion carried 7-0.

9. Dr. Schlossberg moved that the Board of Education, upon the recommendation of the Superintendent of Schools, approve the following designations (a-h) as outlined below per revised ASM 9A. Mr. Koes seconded. Motion carried 7-0.

- a.) Official Bank Depositories-
  - a. First Niagara Bank \$40m depository limit
  - b. Key Bank \$40m depository limit (Merging with First Niagara 8/1/16)
  - c. TD BankNorth \$5m depository limit
  - d. NBT Bank \$150,000 depository limit
  - e. Citizens Bank \$20m depository limit

Appoint CSE Subcommittee – Rosendale

**Appoint Membership to Committee on Preschool Special Education (CPSE)**

Alternate CPSE Members

**Appoint CSE Surrogate Parent**

**Designations –**

Official Bank Depositories

- b.) First Niagara Credit Cards issued to:
  - Superintendent- \$5,000 credit limit
  - Assistant Superintendent for Instruction- \$8,000 credit limit
  - Director of Student and Staff Support Services- \$2,500 credit limit

Credit Cards

- c.) 2016-17 Board of Education Meeting Schedule as follows:

Board Meeting  
Schedule

July 7, 2016	January 10, 2017	May 9, 2017
August 16, 2016	January 24, 2017	May 16, 2017
September 13, 2016	February 14, 2017	May 23, 2017
September 27, 2016	February 28, 2017	June 13, 2017
October 11, 2016	March 14, 2017	June 27, 2017
October 25, 2016	March 28, 2017	July 11, 2017
November 15, 2016	April 11, 2017	
December 13, 2016	April 25, 2017	

Official  
Newspaper

- d.) Official Newspaper- The Daily Gazette

- e.) Official Spokesperson for the District- Dr. Cosimo Tangorra, Jr.

Official  
Spokesperson

- f.) Audit Committee Members:

Patricia Lanotte, Board of Education  
 Dave Apkarian, Board of Education  
 Two (2) community members to be determined based on selection of  
 successful applicants from the community

Audit Committee  
Membership

- g.) Use of facsimile signatures for the following authorized personnel:

Bank Checks- John Tamburello and Carrie Nyc-Chevrier  
 Purchase Orders- Carrie Nyc-Chevrier

Facsimile  
Signatures

- h.) Prices for School Meals:

School Meal  
Prices

	<u>Breakfast</u>	<u>Lunch</u>
Elementary	\$1.65	\$3.00
Middle School	\$1.65	\$3.25
High School	\$2.15	\$3.50
Adult Lunch		\$4.25 + tax

10. Mrs. Lanotte moved that the Board of Education, upon the recommendation of the Superintendent of Schools, approve the following authorizations (a-q) as outlined below per ASM 10A. Mrs. Foley seconded. Motion carried 7-0.

**Authorizations –**

- a) Authorization of District Treasurer, John Tamburello, to loan from the General Fund to the Federal Fund, the Capital Fund and the School Lunch Fund, only such sums as are necessary to pay the then current payrolls and warrants until revenues are received from the respective funds for the school district for the 2016-17 school year, as well as authorization of the use of facsimile signature.
- b) Authorization of Superintendent, in accordance with Section 170.2 of the Commissioner's Regulation, to approve budget transfers not to exceed \$10,000 per transfer in accordance with Board policy.

- c) Authorization of Director of Business and Finance for the following:
- Investments: To invest school district monies in accordance with Sections 1604-A and 1723-a of the Educational Law and other pertinent regulations;
  - Transfer funds between banks: to execute, on behalf of the school, a funds transfer agreement with the approved school banks in such form and content and upon such terms as deemed and proper: and the Treasurer and the Director of Business and Finance are authorized to issue payment orders to the approved School banks in accordance with the Funds Transfer Agreement and to authenticate any payment orders received by the banks.
- d) Authorization of attendance of Superintendent and all Board of Education members at appropriate conferences, conventions and workshops with expenses as included in the 2016-2017 school budget.
- e) Authorize the Superintendent of Schools or designee to approve conference attendance and district travel of personnel on school business in accordance with Board Policy.
- f) Authorization of Superintendent to adjust school calendar; to alter the instructional school calendar.
- g) Authorization of Superintendent to apply for grants in aid; to submit grant proposals which will benefit the school district.
- h) Authorization to reimburse for mileage at the rate established by the Internal Revenue Service.
- i) Authorization of Petty Cash Funds as below:

**General Fund Petty Cash**

Office/Superintendent of Schools	\$50	Superintendent's Office
Birchwood Elementary School	\$50	Debra Berndt
Craig Elementary School	\$50	Bill Anders
Glenclyff Elementary School	\$50	Shelley Baldwin-Nye
Hillside Elementary School	\$50	Shireen Fasciglione
Rosendale Elementary School	\$50	Joseph DiCaprio
Iroquois Middle School	\$50	Victoria Wyld
Van Antwerp Middle School	\$50	Luke Rakoczy
Niskayuna High School	\$50	John Rickert
Special Education Office	\$100	Lynne Rutnik
Director of Transportation	\$50	Bill Garrison
Director of Facilities	\$50	TBD

**School Lunch Fund Petty Cash**

Birchwood Cafeteria	\$40	Wendy Wier
Craig Cafeteria	\$40	Sylvia Newell
Glenclyff Cafeteria	\$40	Katrine Rush
Hillside Cafeteria	\$40	Margaret Anatriello
Rosendale Cafeteria	\$40	Krystle Davis
Iroquois Cafeteria	\$100	Fran Skaats
Van Antwerp Cafeteria	\$100	Kathleen Bennice
High School Cafeteria	\$600	Robert Depot

- j) Authorization of building principals, under Education Law 3214, to suspend students from school for up to five (5) school days for the 2016-17 school year.
- k) Authorization of the Treasurer to execute bank transactions.
- l) Authorization of Director of Business and Finance and Superintendent of Schools to sell surplus equipment for the 2016-17 school year.
- m) Authorization of the Superintendent to appoint employees on a temporary basis with the understanding that the Board of Education will make the final determination at the next subsequent Board of Education meeting.
- n) Authorization of Board President to accept and initiate an Impartial Hearing request in the matter of a student and further to contract with an Impartial Hearing officer selected from the approved state list.
- o) Authorization of Board Vice-President to sign contacts in the absence of the President.
- p) Authorization for District to participate in BOCES Cooperative Bidding as follows:

The Cooperative Bidding (Purchasing) Service is a plan of a number of public school districts in the Board of Cooperative Educational Services of Albany-Schoharie-Schenectady-Saratoga Counties area (Capital Region BOCES) in New York, to bid jointly equipment, supplies and contractual items, and

WHEREAS, The Niskayuna Central School District is desirous of participating with other districts in the Capital Region BOCES in the joint bidding of the items mentioned above as authorized by General Municipal Law, Section 119-o, and

WHEREAS, This resolution shall not preclude the Niskayuna Central School District named below from separately bidding equipment, supplies and contractual items in those instances where only a single School District is seeking to make a purchase, and

WHEREAS, the Niskayuna Central School District may at its option notify the Capital Region BOCES that it elects not to participate in a particular bid, and

WHEREAS, The Niskayuna Central School District wishes to appoint the Capital Region BOCES to advertise for, bid, accept, tabulate bids and award bids on their behalf; therefore

BE IT RESOLVED, That the Board of Education of the Niskayuna Central School District hereby appoints the Capital Region BOCES to represent it in all matters relating above, and designates the Daily Gazette Newspaper as the legal publication for all related Cooperative Purchasing bid notifications, and,

BE IT FURTHER RESOLVED, That the Board of Education of the Niskayuna Central School District authorizes the Capital Region BOCES to represent it in all matters leading up to and including the entering into a contract for the purchase of the above mentioned commodities and services, and,

BE IT FURTHER RESOLVED, That the Board of Education of the Niskayuna Central School District agrees to (1) assume its equitable share of the costs of the Cooperative Bidding; (2) abide by majority decisions of the

BOCES  
Cooperative  
bidding



participating districts; (3) abide by the Award of the BOCES Board; (4) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).

**Authorizations –  
(continued)**

- q) Authorization to participate in the BOCES Food and Cafeteria Supplies Cooperative Purchasing service as follows:

BOCES Food and Cafeteria supplies Cooperative

The Cooperative Purchasing Service is a plan of a number of public school districts in the Albany-Schoharie-Schenectady-Saratoga Counties Board of Cooperative Educational Services area (Capital Region BOCES) in New York, to bid jointly cafeteria supplies including but not limited to food, beverages and paper items, and

WHEREAS, The Niskayuna Central School District is desirous of participating with other districts in the Capital Region BOCES in the joint bidding of the items mentioned above as authorized by General Municipal Law, Section 119-0, and

WHEREAS, The Niskayuna Central School District wishes to appoint the Capital Region BOCES to advertise for bid, accept, tabulate bids and award bids on their behalf; therefore

BE IT RESOLVED, That the Board of Education of the Niskayuna Central School District hereby appoints the Capital Region BOCES to represent it in all matters relating above, and designates the Daily Gazette Newspaper as the legal publication for all related Cooperative Purchasing bid notifications, and,

BE IT FURTHER RESOLVED, That the Board of Education of the Niskayuna Central School District authorizes the Capital Region BOCES to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned commodities, and,

BE IT FURTHER RESOLVED, That the Board of Education of the Niskayuna Central School District agrees to (1) assume its equitable share of the costs of the Cooperative Bidding; (2) abide by majority decisions of the participating districts; (3) abide by the Award of the BOCES Board; (4) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).

11. Mr. Koes moved that the Board of Education, upon the recommendation of the Superintendent of Schools, approve the following employee bond amounts as per ASM 11A. Mrs. Lanotte seconded. Motion carried 7-0.

**Employee  
Bonds**

Director of Business and Finance	\$1,000,000
District Treasurer	\$2,000,000
Deputy Treasurer	\$2,000,000
Claims Auditor	\$2,000,000
Tax Collector	\$2,000,000
Accounting Supervisor	\$2,000,000
Accounts Payable Clerk	\$2,000,000
Sr. Payroll Clerk	\$2,000,000
Student Activities Accounts Treasurer	\$1,000,000
All Other Employees	\$1,000,000

12. Mrs. Lanotte moved that Board of Education memberships for the 2016-17 include the New York State School Boards Association (NYSSBA) and the Capital District School Boards Association (CAPSBA). Board members may choose to participate in professional development offered by these organizations in a manner consistent with existing Board of Education policy. Mrs. Foley seconded. Motion carried 7-0.

13. The Board discussed the responsibilities of the Voting Delegate and Alternate at the annual meeting of the New York State School Boards Association Convention in October. Nominations will be brought forward at the August 16 meeting.

School Board liaisons for District committees and organizations were discussed and will be finalized at the August 16 meeting.

14. Mrs. Foley moved that the Board of Education, upon the recommendation of the Superintendent of Schools, authorize the District to provide coverage under Section 18 of the NYS Public Officers Law and Sections 3811, 3023, and 3028 of Education Law to any District officer and/or employee as per ASM 14A. Mr. Koes seconded. Motion carried 7-0.

15. Dr. Schlossberg moved that the Board of Education, upon the recommendation of the Superintendent of Schools, approve the rates for substitute employment in the job categories listed below for the 2016-17 year as outlined below, per ASM 15A. Mr. Koes seconded. Motion carried 7-0.

<u>Category</u>	<u>2015-2016</u>	<u>2016-2017</u>
Nurse	\$19.75	\$19.75
Cleaner	\$11.25	\$11.25
NESA Positions	NESA min. rate	NESA min. rate
Support Staff	\$10.00	\$10.15
Teaching Assistant	\$11.00	\$11.00
Cafeteria	\$10.00	\$10.15
School Bus Driver	\$18.27	\$18.27
<u>Teachers (per day)</u>		
Less than 20 consecutive days	\$ 95.00	\$ 95.00
21-60 consecutive days	\$105.00	\$105.00
61-90 consecutive days	\$130.00	\$130.00
91+ consecutive days	Step 1 BA/MA	Step 1 BA/MA
41+ non-consecutive days	\$105.00	\$105.00
Niskayuna Retiree (1- 90 consecutive days)	\$130.00	\$130.00

**When a new level is reached, the sub shall be paid retroactively for time worked at the new level.**

The Superintendent of Schools will have administrative discretion to determine the rate of payment of regular or replacement substitute teachers in subject areas where it is difficult to employ substitute teachers, including but not limited to the subject areas of mathematics, science and foreign language.

**Board of Education Memberships**  
 NYSSBA and CAPSBA

**NYSSBA Voting Delegate**

**Board Liaisons**

**Section 18 Coverage**

**Substitute Rates**

16. Mr. Calareso moved that the Board of Education, upon the recommendation of the Superintendent of Schools, establish the following rates (a-c) for the 2016-17 school year as per ASM 16A. Mrs. Foley seconded. Motion carried 7-0.

**Other Rates**

a.) Pool Rates

Pool Rates

	<u>Resident</u>		<u>Non-Resident</u>	
	2015-16	2016-17	2015-16	2016-17
<u>Annual Pass Fees</u>				
9-12 Student	\$45	\$50	\$135	\$140
Individual Adult	\$65	\$70	\$195	\$200
Individual Senior (55+)	\$40	\$45	\$120	\$125
Household	\$120	\$130	\$360	\$375
<u>Walk-Ins</u>				
Individual	\$3	\$4	\$6	\$7
<u>Pool Rental by Swim Clubs/Other Districts</u>				
	2015-16		2016-17	
Pool Rental	\$57/hour + Lifeguard Coverage		\$60/hour + Lifeguard Coverage	
Pool passes are discounted by 40% on February 1 of the school year.				

b.) Professional Services, Other Work and Fees

Professional Services, Other Work, Fees

<u>Professional Services</u>	<u>2015-16</u>	<u>2016-17</u>
Independent Auditors- Marvin & Co.	\$22,250	\$22,750
Internal Auditors- Questar III BOCES	\$11,960	\$11,960
Benefits Consultants- First Niagara Consulting	\$32,500	\$32,500
403(b) Plan Administration- OMNI Group	\$3,732	\$3,408
Ellis Hospital-Center for Occupational Health		
Employee: Physical	\$75	\$75
Audiogram Testing	\$15	\$20
Breath Alcohol Testing	\$20	\$20
Drug Screening	\$45	\$45
Hepatitis B Vaccine	\$52	\$52

Other Part-Time and Miscellaneous Work

<u>Other Part-Time &amp; Miscellaneous Work</u>		
Home Tutoring	\$25.26/hr	\$25.51/hr
Transportation- Summer Work Rate	\$11.28/hr	\$11.39/hr
Lifeguards	\$11.00/hr	\$11.00/hr
Student Help	\$9.00/hr	\$9.00/hr 7/1/16- 12/31/16; \$9.70/hr 1/1/17-6/30/17

<b>Other Part-Time &amp; Miscellaneous Work</b>	<i>(continued)</i>	
Athletic Contest Supervision		
Ticket Seller & Game Supervisor	\$60/game	\$60/game
Ticket Taker, Announcer, Timer, Supervisor	\$50/game	\$50/game
<b>Student Fees/Admissions</b>	Adults/Students	Adults/Students
Athletic Contest Admission Prices	\$3.00/\$2.00	\$3.00/\$2.00
(Football, Wrestling & Boys Basketball)		
Instrument Rental Pricing to Students	\$100/yr	\$100/yr

Other Part-Time and Miscellaneous Work  
*(continued)*

<b>Stipend Positions</b>			
<u>Name</u>	<u>Assignment</u>	<u>2015-16</u>	<u>2016-17</u>
Munro, Doris	Claims Auditor (18 hrs/wk)	\$21,362	\$21,362
Connor, Gary	Student Residency/Truancy	\$13,250	\$13,250
Bianchi, Vince	Student Activities Coordinator	\$7,300	\$7,300
Gagnon, Cynthia	Board Meeting Recorder (24 meetings)	\$4,233	\$4,233
Terri Connelly	Clifton Park Tax Collector	\$1,300	\$1,300

Stipend Positions

c.) Transportation Rate- \$2.15 per mile plus driver cost

Transportation Rate

17. Mr. Koes moved that the Board of Education re-adopt all current Board of Education policies. Mrs. Lanotte seconded. Motion carried 7-0.

Readopt Board Policies

18A. Dr. Tangorra addressed the Board of Education on the **attached** Principals of Operation. These will be displayed prominently on the website and affixed to the BoardDocs agenda for each meeting.

Principals of Operation

18B. Dr. Tangorra proposed using an electronic superintendent evaluation tool which would increase the ease of communication throughout the process by which the Board completes the annual superintendent evaluation. Particularly, Super Eval facilitates greater reflection on the part of the superintendent.

Superintendent Evaluation Tool

19. The Board continued to the regular meeting.

Regular Meeting

Student representative Cassidy Beauchemin shared that she will be attending her 3<sup>rd</sup> year of the Youth to Youth Leadership conference, sponsored by Students Advocating for a Positive environment. All current student representatives are interested in attending the NYSSBA Convention in October as part of a student panel presentation.

Student Representative Report

Maureen McGuinness, chair of the Niskayuna Educational Foundation, mentioned that sending students to a conference of this type would be a grant request that the NEF would be happy to entertain in the future. The Niskayuna Education Foundation is trying to raise money, and would be interested in soliciting some district vendors.

Privilege of the Floor

**Reports and Recommendations –**

20A. Mr. Koes moved that the Board of Education, upon the recommendation of the Superintendent of Schools, approve the proposed tax certiorari settlement to lower the assessed value for the tax year 2016 as a result of an agreed upon settlement with Sinclair Communications, LLC for tax map parcel 40.-1-20.2 as per ASM 20A. Dr. Schlossberg seconded. Motion carried 7-0.

20B. The architect and construction management contracts are currently undergoing review. Mr. Calareso, Ms. Perez Jaquith and Mr. Laurilliard have made a summary of comments and will forward them to counsel. Once the construction management contract is received, Dr. Tangorra will present it to the Board.

20C. Ms. Lauren Gemmill, Assistant Superintendent of Instruction, provided the Board with an update on the District Curriculum and Assessment Council (DCAC) There will be further discussion on how facilities can impact district curriculum goals.

20D. Mr. Calareso moved that the Board of Education, upon the recommendation of the Superintendent of Schools, approve the Professional Development Plan for the school year 2016-2017. Mr. Koes seconded. Motion carried 7-0.

20E. The Board of Education was updated on the policy review process, including a list of Erie 1 BOCES draft policies that are still under review, those that have been adopted during the review process, and those that have been repealed. Policy review will continue through 2016-17.

20F. Mr. Koes moved that the Board of Education, upon the recommendation of the Superintendent of Schools adopt Policy 3280 *Use of School Facilities, Materials and Equipment*. Dr. Schlossberg seconded. Motion carried 7-0. A facilities subcommittee will be formed to work on the brochure and adopt a fee structure to be a part of it. Mr. Apkarian and President Perez Jaquith would like to serve on this committee.

20G – J. Dr. Tangorra reviewed the policy process with the Board. First read draft policies were introduced as follows:

Draft Policy 6120 *Equal Employment* – (Current Policy 9010 *Equity of Employment*)

Draft Policy 6121 *Sexual Harassment of District Personnel* – (Current Policy 8142 *Prohibition of Workplace Harassment*)

Draft Policy 7551 *Sexual Harassment of Students* – (Current Policy 8140 *Prevention of Sexual Harassment*)

Draft Policy 8130 *Equal Education Opportunity* – (Current Policy 6120 *Equal Opportunity*)

Review Current Policy 9110.2 *Staff Complaints Title IX or Section 504*

**Reports and Recommendation**

Tax Certiorari – Sinclair Communications

Contracts

(DCAC) District Curriculum and Assessment Council

2016-17 Professional Development Plan

Board Policy Review

Adopt Policy 3280

First Read Policies – 6120, 6121, 7551, 8130, 9110.2

21. Mrs. Foley moved that the Board of Education, upon the recommendation of the Superintendent of Schools approve the Consent Agenda, items A-I, as detailed below per ASM 21J. Mr. Koes seconded. Motion carried 7-0.

**Consent Agenda**

- A. . . .approval the minutes of the regular meeting of the Board of Education June 21, 2016
- B. . . .approve the recommendations of the Committee on Special Education (CSE), the Committee on Preschool Special Education (CPSE) and the 504 Committee
- C. . . .approve the following personnel actions per revised ASM 21C

Approve Minutes

**a) Instructional – Appointment – Permanent Status**

Student Placements

Personnel Actions

Instructional Appointment - Permanent

<u>Name</u>	<u>Academic Tenure Area</u>	<u>Probation Period</u>	<u>Cert Status</u>	<u>Salary</u>
Furey, Peter	Physical Ed./Elementary	9/1/16 – 9/1/20	Initial	BA 1
Schmidt, Brenda	Music/ROS, BIR, IRO,VAN	9/1/16 – 9/1/19	Prof.	MA 9

**b) Instructional – Appointment- Part-Time**

Instructional Appointment – Part-Time

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>FTE</u>	<u>Salary</u>
Chwazik, Katherine	Art/.8 IRO, .1VAN	8/31/16 - 6/23/17	.90	MA 1
Cronin(Hillman), Martha	Math/NHS	8/31/16 – 6/23/17	.75	MA 3
Barnes, Melinda	World Lang./IRO	8/31/16 – 6/23/17	.30	MA 7.3

**c) Instructional – Appointment - Leave of Absence, FMLA, unpaid**

Instructional Appointment – Leave of Absence

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>
Rose, Kristin	TA/ROS	approx. 9/19/16 - 12/2/16

**d) Non-Instructional – Appointment- Probationary**

Non-Instructional Appointment - Probationary

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Salary</u>
Persaud, Narendra	Custodian 2nd Shift/VAN	6/27/16	\$30,652.00+Shift diff
Grassia, Michael	Custodian 2 <sup>nd</sup> Shift/CRA	6/27/16	\$35,798.00+Shift diff

**e) Non-Instructional – Appointment- Permanent**

Non-Instructional Appointment - Permanent

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>
Moran, Martha	Human Resource Specialist	6/24/16

**f) Non-Instructional- Adjustment**

Non-Instructional Adjustment

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Salary</u>
Stagliano, Mary	Substitute Secretary	6/24/16	2015-16 salary- per diem
Farrell, Angela	Substitute Secretary	6/24/16	Sub rate per ASM 15 a 7/7/15
Halpin, Jacqueline	S/CA/NHS 28 hours/week	8/31/16	\$11.83/hour

**g) Crew Coaches - Summer 2016**

Summer Coaches - Crew

<u>Name</u>	<u>Assignment</u>
Apfelbaum, Stacey	Varsity Girls Head
Skotarczak, Sabrina	Varsity Girls Assistant
Apfelbaum, Burt	Varsity Boys Head
Grasso, Patrick	Varsity Boys Assistant
Mason, Julia	Modified Head
LoRe, Lucas	Modified Assistant
Sardos, John	Strength and Conditioning

h)	<b>Summer Cleaners</b>			Summer Cleaners
	<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	
	Boyle, Beth	Cleaner	7/5/16	
i)	<b>Summer School Staff 7/5/16-8/12/16, Rosendale, NHS</b>			Summer School Staff
	<b>ESY, Teaching Assistants, 8:00-2:00</b>			
	<u>Assignment</u>	<u>Name</u>		
	Grade 5 1:1 TA	Bird, Joelle		
	HS, Skills 1:1 TA	Azore-Abel, Shawndell		
	<b>Related Services:</b>			
	<u>Assignment</u>	<u>Name</u>		
	Occupational Therapist, hourly	Sharma, Latika		
j)	<b>Appointment of Approved Staff – These staff have received fingerprint clearance from SED</b>			Appointment of Approved Staff
	<u>Name</u>	<u>Assignment</u>		
	Ahmed, Noor	Substitute Teacher		
	Ash, Gulnora	Substitute Teacher		
	Bisht, Seema	Substitute Teacher		
	Brown, Elizabeth	Substitute Teacher		
	Cotrupi, Nicholas	Substitute Teacher		
	Gigliello, Julianna	Substitute Teacher		
	Hall, Jennifer	Substitute Teacher		
	Jamakzai, Mohammad	Substitute Teacher		
	Moore-Reilly, Katherine	Substitute Teacher		
	Ropri, Ali	Substitute Teacher		
	Schonning, Jessica	Substitute Teacher		
	Ausfeld, Carolyn	Substitute Teacher Aide		
	Williams, Yolanda	Substitute Teacher Aide, Food Service Helper		
	Broadwell, Teresa	Substitute Teacher		
	Palatsky, Danielle	Substitute Teaching Assistant		
k)	<b>Resignation – Instructional</b>			Instructional Resignation
	<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	
	Connor, Kristen	School Counselor/NHS	7/5/16	
	Caicedo, Carla	Social Worker/VAN, IRO	8/31/16	
l)	<b>Resignation – Non-Instructional</b>			Non-Instructional Resignation
	<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	
	Palmer, Pamela	FSH/BIR	6/23/16	
m)	<b>Student Interns - IT Department, 7/8/16 - 8/31/16</b>			Student Interns – IT Department
	<u>Name</u>			
	Makutonin, Michael			
	Akhmetov, Andrey			
	Cutting, Matthew			
	Kammer, Gabriel			

D. . . .approve the following coaches for the Fall Interscholastic Sports Program per ASM 21D

<u>SPORT</u>	<u>COACH</u>	<u>SALARY</u>
<b><u>Cheerleading</u></b>		
Varsity	Mary Jane MacPherson	\$4,278.00
Junior Varsity	Denise Squadere	\$2,895.00
<u>July 7, 2016</u>	<u>Organizational Meeting</u>	<u>Board of Education Conference Room</u>
<small>Date</small>	<small>Kind of meeting</small>	<small>Where held</small>

Fall Coaches

Cheerleading

<u>SPORT</u>	<u>COACH</u>	<u>SALARY</u>	Fall Coaches (continued)
<b><u>Cross Country</u></b>			
Boys Varsity	Jason DeRocco	\$4,538.00	Cross Country
Girls Varsity	John Sharkey	\$4,538.00	
Modified Girls and Boys	Elizabeth Moran	\$2,709.00	
<b><u>Golf</u></b>			
Varsity	Benjamin Smith	\$4,538.00	Golf
Junior Varsity	Matthew Flynn	\$3,805.00	
<b><u>Field Hockey</u></b>			
Varsity	Alison Camarota	\$4,278.00	Field Hockey
JV	Bridget Daoust	\$3,575.00	
Modified	Jo Ann Sabourin	\$3,604.00	
<b><u>Football</u></b>			
Varsity	John Furey	\$6,364.00	Football
Varsity Assistant	John Nappi	\$5,036.00	
Varsity Assistant	Peter Furey	\$3,651.00	
Junior Varsity	Brian Grastorf	\$3,651.00	
Junior Varsity Assistant	Julius Paul	\$4,078.00	
Modified Head	Blake Bellinger	\$4,078.00	
<b><u>Soccer</u></b>			
Boys Varsity	Joseph Carosella	\$4,963.00	Soccer
Boys 8 <sup>th</sup> Grade	Steven Wolfort	\$2,467.00	
Girls Varsity	Bryce Colby	\$5,223.00	
Girls Junior Varsity	Jessica Stanton	\$4,123.00	
Girls Freshman	Deborah Harris	\$3,897.00	
Girls 7 <sup>th</sup> and 8 <sup>th</sup> Grade	Cheryl Kuzniar	\$1,882.00	
<b><u>Diving</u></b>			
Varsity	Elizabeth Wheeler	\$3,538.00	Diving
<b><u>Tennis</u></b>			
Girls Varsity	Jim Neal	\$4,538.00	Tennis
Junior Varsity	Maureen Trefethen	\$3,805.00	
<b><u>Volleyball</u></b>			
Girls Varsity	Christina Coons	\$2,738.00	Volleyball
Girls Junior Varsity	Nicole Forth	\$2,190.00	
Girls Modified	Morgan Schewe	\$2,709.00	
Boys Junior Varsity	Ross Teats	\$2,895.00	
<b><u>Crew</u></b>			
Girls Varsity	Stacey Apfelbaum		Crew
Girls Junior Varsity	Sabrina Skotarzcak		
Girls Modified	Kayla Bellair		
Girls Modified Assistant	Kate Meade		
Boys Varsity	Burt Apfelbaum		
Boys Junior Varsity	Patrick Grasso		
Boys Modified	Scott Meade		

Note – We are in the process of hiring Football, Volleyball, and Soccer coaches.



E. . . .award the respective Niskayuna CSD portion of the Cooperative Athletic Supplies Bid per ASM 21E-i. This cooperative bid included the following seven school districts and is awarded from June 16, 2016 – June 15, 2017 with a six-month extension option:

- BERNE-KNOX-WESTERLO
- DUANESBURG
- NISKAYUNA
- RAVENA-COEYMANS-SELKIRK
- SCHALMONT
- SHARON SPRINGS
- VOORHEESVILLE

. . . .award the Bagels & Muffins Bid #NCS16-19 to Formisano Bakery per ASM 21E-ii

. . . .award the Cooperative Bus Body Repair Bid for the period July 1, 2016 to June 30, 2017 to Kaiser Body Shop, per ASM 21E-iii at the rate of \$67/hour with 10% parts multiplier

. . . .approve the extension of the Niskayuna Central School District portion of the Cooperative Copy Paper Bid #RFB-16-011 to WB Mason for the period of July 1, 2016 – December 31, 2016 in the estimated amount of \$80,000 per ASM 21E-iv. In addition to Niskayuna Central Schools, the following Districts participated in the *Cooperative Copy Paper Bid*:

Bethlehem CSD  
Berne-Knox-Westerlo CSD  
Capital Region BOCES

This bid award is effective January 1, 2016 – June 30, 2016; a six-month extension was awarded by BOCES BOE on June 16, 2016 for the period July 1, 2016 – December 31, 2016. One additional six-month extension option is available at the end of this award term.

. . . .award the Pizza Bid #NCS 16-18 for 2016-17 as follows, as per ASM 21E-v:

LOT#1 – Cheese Pizza	Uncle Rico’s Pizza	\$9.85/	\$48,873.50
LOT#2 – Specialty Pizza	Uncle Rico’s Pizza	\$13.89/	<del>\$59,032.50</del>
		TOTAL	\$107,906.00

F. . . .approve the Niskayuna High School Boys and Girls Cross Country Teams, the Niskayuna High School Boys and Girls Indoor Track teams, and the Niskayuna Rowing trips to the meets listed below per revised ASM 21F

Cross Country and Indoor Track Teams

- McQuaid Invitational – Saturday, October 1, 2016 at Genessee Valley Park, Rochester, NY
- Manhattan Invitational – Friday, October 7 and Saturday, October 8, 2016 at VanCortlandt Park, Bronx, NY
- Dartmouth Relays – Friday, January 6 and Saturday, January 7, 2017 at Dartmouth College, Hanover, NH
- Stanner Games – Saturday, January 14, 2017 at the 168<sup>th</sup> Street Armory, New York, NY

**Bid Awards –**  
Cooperative  
Athletic Supplies

Bagels & Muffins  
Bid

Cooperative Bus  
Body Repair

Extend  
Cooperative Copy  
Paper Bid

Pizza Bid

**School  
Sponsored  
Student Trips –**

Cross Country  
and Indoor Track  
to:  
McQuaid  
Invitational

Manhattan  
Invitational

Dartmouth Relays

Stanner Games

Niskayuna Rowing

- Philadelphia Youth Regatta – July 22-23, 2016 in Fairmount Park, Philadelphia, PA
- USRowing Club Nationals – July 12-18, 2016 at East Fork State Park, Bethel, OH
- Canadian Henley – August 1-7, 2016 at Saint Catherine’s, Ontario, Canada

G. . . .approve the Business Department of Niskayuna High School trip to Disney World, Orlando, Florida to participate in the Disney Youth Education Series Program on inclusive dates February 10-12, 2017 OR February 11-13, 2017 as per ASM 21G. The cost of the trip will be approximately \$959 per student, based on twenty or more participants, and includes air fare, ground transportation, lodging, entry fees, scheduled classes and food

H. . . .approve the SAPE (Students Advocating for a Positive Environment) Club’s trip to Bryant University in Smithfield, Rhode Island for the Youth to Youth Eastern States Conference from July 28 through July 31, 2016 (dates inclusive) per ASM 21 h. There will be one chaperone. All expenses (including transportation) will be paid for by the Niskayuna Community Action Program (N-CAP.)

I. . . .approve the attached addendum to the superintendent’s contract

Rowing to:  
Philadelphia  
Youth Regatta,  
US Rowing Club  
Nationals, Henley  
Regatta

Business  
Department to  
Disney World

SAPE Club to  
Youth to Youth  
Conference

**Approve  
Addendum to  
Superintendent  
Contract**

**Board Member  
Reports**

**Executive  
Session**

**Adjourn**

22. There were no items removed from the Consent Agenda.

23. There was no report by the Board President.

The Superintendent alerted the Board to an outreach by the Discovery Channel. They are giving consideration to doing a 30-minute documentary on 21<sup>st</sup> century education and including Niskayuna among five featured districts. We will decline as the burden of cost falls to the district.

The Board discussed attendance at the NYSSBA Convention in October regarding pre-convention offerings for Board members (School Law and Communications Seminars), and district-sponsored student travel to be part of a panel presentation.

24. Mrs. Foley moved that the Board of Education, upon the recommendation of the Superintendent of Schools, convene to Executive Session to discuss a particular personnel matter. Mr. Koes seconded. Motion carried 7-0.

25. There being no further business, Mr. Koes moved to adjourn at 8:59 p.m. Mrs. Foley seconded. Motion carried 7-0.

# NISKAYUNA CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION

## PRINCIPLES OF OPERATION

**Respect** - The members of the Board of Education agree to interact with one another with respect and consideration. Negative words, gestures, inflections will be avoided when the board is engaged in debates of differing points of view.

**Authority**- The Board of Education realizes that the board as a whole has authority and that individual members do not.

**Constituency** - The Board of Education represents the entire Niskayuna school community and not any one group of people. Board members will encourage community members to present their questions, concerns or comments to the Superintendent of Schools, district employees, or the board as whole rather than individual members of the Board of Education.

**Governance** - The Board of Education will focus on planning, policy-making and communication. The management of the district and the schools will be the focus of the Superintendent of Schools and the administration.

**Board Meetings** - The Board of Education acknowledges that meetings are for conducting business, making decisions and action; not infinite discussion and debate. Once a decision has been made the members of the board agree to move on to other issues regardless of the vote of an individual member.

**Agenda** - The Board of Education agrees to speak to issues on the agenda and to attend to the business of the board. Board members should ask either the Superintendent or Board President to place items on an agenda and endeavor not to allow comments or questions from the audience to impede the agenda at hand.

**Executive Session Confidentiality** - The Board of Education recognizes that confidentiality is a key component of board membership and is essential to the development of a productive and cohesive board. Board members acknowledge the legal requirements regarding topics discussed in executive session and the sensitive nature of the duties of school district governance.

**Student and Taxpayer Equity** - The Board of Education's first priority will be to ensure that all children of the Niskayuna Central School District receive a world class education. The Board will balance the cost of school programs with what the community can afford to provide.

## **USE OF SCHOOL FACILITIES, MATERIALS AND EQUIPMENT**

### **School Facilities**

While the District's school buildings and grounds are maintained primarily for the purpose of educating students within the District, and District uses take priority, the Board of Education recognizes that the buildings and grounds are a valuable community resource and believes that this resource should be available to the community. District facilities may be used for the purposes permitted by Section 414 of the Education Law.

Public use of school facilities may take place during and after school hours only if, in the opinion of the Building Principal, the use will not be disruptive of normal school operations.

The Superintendent of Schools shall establish procedures governing the use of District facilities, including the establishment of a fee schedule. A facilities use "handbook" will be made available online, and in each school location, which will outline these procedures.

Use of District facilities will be permitted only when the requesting organization provides the District timely evidence of adequate insurance coverage (\$1,000,000 minimum) to save the District harmless from all liability, property damage, personal injury and medical claims and expenses. This requirement may be waived by the Board for organizations that provide substantial support for the mission of the District.

### **Materials and Equipment**

Except when used in connection with or rented under provisions of Education Law Section 414, school-owned materials or equipment may be used for school related purposes only. Private and/or personal use of school-owned materials and equipment is strictly prohibited. The loan of equipment and materials for public purposes that serve the welfare of the community is allowed, as long as the equipment is not needed at that time for school purposes and that the proposed use will not disrupt normal school operations.

The Board will permit school materials and equipment to be loaned to staff members when such use is directly or peripherally related to their employment, and to students when the material and equipment is to be used in connection with their studies or extracurricular activities. Community members will be allowed to use school-owned materials and equipment only for educational purposes that relate to school operations. The Board will also allow the loan of equipment to local governments and other entities that benefit the welfare of the surrounding community. The Board supports such inter-municipal cooperation as it saves taxpayer monies and is a more efficient use of scarce or costly equipment and resources.

The District will develop administrative regulations to assure that use of school-owned materials and/or equipment complies with the letter and spirit of this policy, including a description of the respective rights and responsibilities of the School District/lender and borrower in relation to such materials and equipment.

(Continued)

**USE OF SCHOOL FACILITIES, MATERIALS AND EQUIPMENT** *(Continued)*

Education Law Section 414  
NY Constitution Article 8

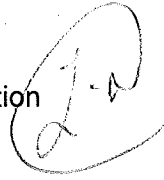
NOTE: Refer also to Policies #3281 -- Use of Facilities by the Boy Scouts of America and Patriotic Youth Groups  
#3410 -- Code of Conduct on School Property  
#5640 -- Smoking/Tobacco Use  
#7320 -- Alcohol, Tobacco, Drugs and Other Substances (Students)  
#7410 -- Extracurricular Activities  
*District Code of Conduct*

**NISKAYUNA CENTRAL SCHOOLS**

**ASM 21b  
July 7, 2016**

**To:** Board of Education

**From:** Lynne Rutnik, Director of Special Education



**Via:** Dr. Cosimo Tangorra, Superintendent

**Re:** Approval of Recommendations of the Committee on Special Education (CSE), the Committee on Preschool Special Education (CPSE) and the 504 Committee<sup>1</sup>

**Proposed Resolution:**

That the Board of Education hereby approves the recommendations of the CSE, CPSE and 504 Committees and Agreed Upon Amendments as listed below:

- CSE: May 5, 2016 for Student #6400.
- May 11, 2016 for Student #4755.
- May 12, 2016 for Students #21937 and 9611.
- May 13, 2016 for Student #6518 and 9609.
- May 16, 2016 for Student #6542.
- May 19, 2016 for Students #23213 and 21358.
- May 20, 2016 for Student #9201.
- May 23, 2016 for Student #6011.
- May 27, 2016 for Student #20556.
- June 2, 2016 for Student #23843.
- June 3, 2016 for Students #22085, 22739, 20405, and 22961.
- June 6, 2016 for Students #21262, 8747, 5248, 6346, 21511, and 22883.
- June 7, 2016 for Student #21603.
- June 8, 2016 for Students #21915, 20236, 5868, and 22900.
- June 9, 2016 for Students #7042, 21250, 10070, 20435, 3589, 7875, 10959, 2368, 2663, and 2193.
- June 10, 2016 for Students #21189, 10012 (also has a 504 report), and 8748.
- June 14, 2016 for Students #10529 and 23554.
- June 15, 2016 for Students #23112, 10138, 21686, and 23056 (Requested Review & Annual Review).
- June 16, 2016 for Student #7876.
- June 17, 2016 for Students #22936, 23399, and 23401 (also has a 504 report).
- June 21, 2016 for Students #21884, 6183, and 2859 (also has a 504 report).
- June 22, 2016 for Student #22092 and 21619.

CPSE: June 13, 2016 for Students #22554, 23796, and 23792.  
June 20, 2016 for Students #22556, 23654, 23791, and 21656.

504: May 16, 2016 for Students #7210 and 10414.  
May 27, 2016 for Student #3485.  
June 2, 2016 for Student #20820.  
June 3, 2016 for Student #6985.  
June 7, 2016 for Students #4582 and 4817.  
June 8, 2016 for Student #21527.  
June 9, 2016 for Students #22245 and 10722.  
June 10, 2016 for Student #10012 (also has a CSE report).  
June 13, 2016 for Students #9320 (New Referral & Annual Review) and 8911.  
June 17, 2016 for Student #23401 (also has a CSE report).  
June 21, 2016 for Student #2859 (also has a CSE report).  
June 22, 2016 for Student t#21333.

**Background Information:**

Whereas, Chapters 853 and 243 of the Laws of the State of New York require approval by the Board of Education for the placement of Special Education students; and

Whereas, the purposes of the three separated district committees – Committee on Special Education (CSE), Committee on Preschool Special Education (CPSE), and 504 Committee – is to evaluate the needs of students with disabilities and recommend services/accommodation, and

Whereas, these district committees have completed their review of certain students, prepared Individual Education Plans (IEP) for these students and submitted their recommendations for consideration by the Board of Education; and

Whereas, the information concerning said pupils is confidential and their names should not appear in this resolution; and

Whereas, all of these students are residents of the Niskayuna School District and all parents are in agreement with the Committees' recommendations, and

Whereas, all recommendations are for the least restrictive environment based on students' education needs.

<sup>1</sup> Although it is the prerogative of the Board, authorization of services under Section 504 of student plans is not required.