

NISKAYUNA CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION REGULAR MEETING MINUTES  
October 17, 2016

**MEMBERS OF THE BOARD PRESENT:** Mr. David Apkarian, Mr. Jack Calareso, Ms. Nicky Foley, Mr. David Koes, Ms. Patricia Lanotte, Ms. Rosemarie Perez Jaquith, Dr. Howard Schlossberg

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

**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

**ALSO ATTENDING:** Matt Leon, Sasha Ristau, Jim Amell, Eileen Trainor, Greg Klokiw, Randy Collins, Ron Frank, Hannah Svec, Tonya Finning, Liddy Zierer, Zach Matson, Kim Watson, Sarah Rogerson.

President Perez Jaquith called the regular meeting of the Board of Education to order at 6:02 p.m. in the Board of Education Conference Room.

**Call to Order**

Mr. Koes moved that the Board of Education, upon the recommendation of the Superintendent of Schools, approve the agenda for the October 17, 2016 regular meeting. Mr. Apkarian seconded. Motion carried 7-0.

Approve Agenda

Student Representative Report –

Student Representative Report

- There was a Pep Rally at the high school on Friday.
- Student representatives expressed concern about alcohol abuse among underclassmen.
- The representatives asked about the club approval system at the high school.
- Student Congress added topics of student emails update, a school app, Student Congress grant system, what to do with Crossroads space, and the possibility of hosting a big event such as a Battle of the DJs. The Class of 2018 is considering a fundraiser like a dance marathon.

Privilege of the Floor

There were no comments from the community.

**Presentations –**

**Presentations –**

A. Kelly Jones, Director of K-12 Art in the District, proposed a departmental name change to the Department of Art and Design. She remarked how Art was historically a studio experience, but now includes graphic design, film, and video. The name change would more fully describe what is truly done, particularly at the high school level.

Department of Art and Design

B. Dr. Tangorra, along with Greg Klokiw from CS Arch, presented information to the Board of Education on the proposed Capital Project as outlined after completion of the Building Condition Survey. The project timeline includes two phases of work, one during mid 2017, the second one year later. The project largely includes roof repair and other targeted necessary upgrades and maintenance issues throughout the district.

Capital Project Presentation

i. Dr. Schlossberg moved that the Board of Education, upon the recommendation of the Superintendent of Schools, approve the below facility improvement plan as per revised ASM 2B-i. Mrs. Foley seconded. Motion carried 7-0.

Adopt Facilities Plan

WHEREAS, the Niskayuna Central School District received a presentation of the Proposed 2016 Capital Improvement Project for a district-wide project valued at \$5,614,000 at its Board of Education Meeting on October 17, 2016,

Facilities Plan  
Resolution

BE IT RESOLVED that the Board of Education of the Niskayuna Central School District hereby approves the Proposed 2016 Capital Improvement Project for a district-wide project valued at \$5,614,000 and authorizes the Superintendent and Project Team to proceed with setting a referendum date for approval by the voters.

ii. Dr. Schlossberg moved that the Board of Education, upon the recommendation of the Superintendent of Schools, adopt the attached resolution to renovate school district facilities at a maximum estimated cost of \$5,614,000 for a proposition to be set forth before the voters of the Niskayuna School District on December 6, 2016 as per ASM 2B-ii. Mr. Koes seconded. Motion carried 7-0.

Vote Resolution  
and Set Date

C. Mr. Jim Amell from Marvin & Company provided the Board of Education with the 2015-16 Audit Report, a financial statement package including an audit of district statements as well as an audit of federal programs. According to Marvin & Company, the financial statements materially represent an unmodified or "clean" audit. Included are reports on internal control and compliance, where no material weaknesses were found. This year, the federal award section specifically dealt with Special Education IDEA grants, where the district was found to be in compliance. The Extracurricular Fund Activity Audit was also provided. The complete 2015-16 Audit Report will be available for view in the Business Office.

2015-16 Audit  
Report

Mrs. Lanotte moved that the Board of Education, upon the recommendation of the Superintendent of Schools, accept and file the 2015-16 Audit Report. Mr. Apkarian seconded. Motion carried 7-0.

#### **Reports and Recommendations -**

**Reports and  
Recommendation**

Dr. Tangorra spoke to the Board about traffic patterns and student safety at each of the schools. He recommended alternate drop-off areas at some schools, and possible police presence during high school drop-off and release times. "We have been put on notice, and need affirmative action to stave any pending tragedy." Plans might include adopting different traffic flow patterns. The architects will be brought into the conversation as capital projects are planned.

Superintendent's  
Report

We are continuing to work toward finding a school resource officer.

The Board and superintendent are planning an upcoming strategic planning workshop to review Generation 1, 2 and 3 goals in the roll out of the Strategic Plan. Ron Frank will also participate.

Thursday is BOCES Chief's meeting. ESSA will be on the agenda.

Last year, the superintendent spent a lot of time listening and learning about many things in the district, but particularly about Special Education. In setting goals for this year, his focus will be on the non-instructional aspect of the building project and on Special Education. At the superintendent's invitation, the new assistant commissioner will be coming to Niskayuna in the spring to conduct an audit of Special Education in the district. Dr Tangorra has met

with faculty, explaining that while Niskayuna's unique culture will be honored, we will be looking at the pre-referral process. Using current regulations regarding processes as a guide, we will produce our own analysis and corrective action plan. We have a gifted faculty and administrative team, and a fortunate school district with the capacity to do work that can benefit others. Expect a report to the Board sometime around April.

Superintendent's Report  
(continued)

Civil Service Commission has approved a list of candidates for the Director of Facilities II.

B. Mrs. Lanotte moved that the Board of Education, upon the recommendation of the Superintendent of Schools, authorize the Superintendent to enter into an agreement with Catapult Learning LLC for Title I Services for St. Kateri Tekakwitha School as per ASM 3B. Mr. Koes seconded. Motion carried 7-0.

Approve Catapult Contract

C. Ms. Nyc-Chevrier reported that last year, we started to experience high costs with our health insurance plan. As a result, the District looked into joining a consortium of 14 other capital region districts. Although the consortium health plan was not favorable to Niskayuna, we were offered to join in the consortium's prescription plan. We are projecting that the District will save \$120,000 per year doing so, with an additional potential of \$200,000 in rebates.

District Prescription Plan

D. Currently, URS holds a 6 month lease at the Hillside Avenue facility. They have asked for a three-month extension. They do not anticipate renewing their lease after that time as their work in this area has run out.

Lease Extension

E. The 2017-18 Budget Development Calendar outlines program presentations to the Board beginning in November, including Special Education this year. As we work on developing our budget for 2017-18, extensive advocacy work will be necessary on our part to ensure that adequate funding will be provided by New York State.

2017-18 Budget Development Calendar

F. The Board was provided with the 2016-17 official district enrollment figures. It appears that the class size management plan in elementary schools seems to be working. There will be an upcoming conversation with the Flex Zone group, and the conversation will be expanded to middle school where it is likely that the District will institute a flex zone to balance class sizes between Van Antwerp and Iroquois as well.

District Enrollment

G. The Board of Education was offered the opportunity to review *Frankenstein*, by Mary Shelley, published by W.W. Norton & Company, copyright original/this edition: 1818/2014. Approval of this textbook for use in 12 Grade English Classes will be voted on at the next Board meeting.

Textbook Information -

H. Mr. Apkarian moved that the Board of Education, upon the recommendation of the Superintendent of Schools, adopt the alternative second read of policy 5640 *Smoking/Tobacco Use* for inclusion in the Niskayuna Board of Education Policy Manual, and repeal Policy 9330 *Prohibition of Smoking and Use of Tobacco Products*. Mrs. Lanotte seconded. Motion carried 7-0.

Policy Review – Adopt 5640 Repeal 9330

I. Mr. Calareso moved that the Board of Education, upon the recommendation of the Superintendent of Schools, adopt Policy 7320 *Alcohol, Drugs and Other Substances (Students)* for inclusion in the Niskayuna Board of Education Policy Manual, and repeal Policy 5312.1 *Student Drug and Alcohol Abuse* and Policy 4317 *Teaching about Drugs, Alcohol and Tobacco*. Mr. Koes seconded. Motion carried 7-0.

Adopt 7320 Repeal 5312.1, 4317

J. The Board of Education received draft Policy 6150 *Alcohol, Drugs and Other Substances (Personnel)* as a first read.

First Read 6150

K. The Board of Education received draft Policy 6151 *Drug-Free Workplace* for a first read.

First Read 6151

Consent Agenda –

A. Mrs. Foley moved that the Board of Education, upon the recommendation of the Superintendent of Schools, approve items A-H of the Consent Agenda. Mr. Koes seconded. Motion carried 7-0.

B. . .approve the minutes from the regular meeting of September 28, 2016

C. . .approve the recommendations of the CSE, CPSE and 504 Committees and agreed upon amendments per ASM 4C

D. . .approve the following personnel actions per revised ASM 4D

a. **Instructional - Appointment - Permanent Status**

| <u>Name</u>       | <u>Academic Tenure Area</u> | <u>Probation Period</u> | <u>Cert Status</u> | <u>Salary</u> |
|-------------------|-----------------------------|-------------------------|--------------------|---------------|
| Owens, Sarah      | TA/ROS, 27.5 hours/week     | 9/26/16 - 9/26/19       | Initial            | \$14.61/hr    |
| Shoemaker, Desmin | TA/IRO 27.5 hours/week      | 10/13/16 - 10/13/19     | Pending            | \$14.61/hr.   |

b. **Instructional - Appointment - Part-Time**

| <u>Name</u>  | <u>Assignment</u> | <u>Effective Date</u> | <u>FTE</u> | <u>Salary</u> |
|--------------|-------------------|-----------------------|------------|---------------|
| Klein, Susan | ENL/IRO           | 10/4/16 - 6/23/17     | .20 FTE    | MA 8          |

c. **Instructional - Adjustment**

| <u>Name</u>       | <u>Assignment</u>                   | <u>Effective Date</u> |
|-------------------|-------------------------------------|-----------------------|
| Boburka, Theodore | TA/NHS from 40 to 35 hours/week     | 8/31/16               |
| Kuzniar Cheryl    | TA/NHS from 32.5 to 37.5 hours/week | 8/31/16               |
| Varghese, Sheril  | SLP/from .6 FTE to .675 FTE         | 10/4/16 - 6/23/17     |

d. **Instructional – Leave of Absence – Unpaid**

| <u>Name</u>    | <u>Assignment</u> | <u>Effective Date</u>    |
|----------------|-------------------|--------------------------|
| DeRocco, Shana | Math/NHS          | approx. 1/22/17- 3/22/17 |

e. **Instructional – Appointment - Department Teacher Leaders and Middle School Deans of Students (Stipend- 3% of base salary)**

**Department Teacher Leaders**

| <u>Name</u>          | <u>Assignment</u> |
|----------------------|-------------------|
| Bushee, Nancy        | Counseling        |
| Gardiner, Caroline   | World Language    |
| Ihnatoyla, Annemarie | English           |
| Melito, Peter        | Social Studies    |
| Scott, Paul          | Science           |
| Stockwell, Cheryl    | Mathematics       |

**Middle School Deans of Students**

|                  |                           |
|------------------|---------------------------|
| Purington, Jacob | Van Antwerp Middle School |
| Smith, Benjamin  | Iroquois Middle School    |

e. **Non-Instructional - Appointment - Probationary**

| <u>Name</u>             | <u>Assignment</u>                   | <u>Effective Date</u> | <u>Salary</u> |
|-------------------------|-------------------------------------|-----------------------|---------------|
| Bolle, Sharlene         | ESI/Spec. Ed./37.5 hours/week 12mos | 10/4/16               | \$14.62/hour  |
| Bargallo, Antonio       | Cook/GLE 35 hours/week 10 mos.      | 10/5/16               | \$13.78/hour  |
| Rorick, Stacey          | CA/TRANS 25 hours/week 10 mos.      | 10/18/16              | \$10.58/hour  |
| Jesmain, Zackery        | Cook/BIR 35 hours/week 10 mos.      | 10/21/16              | \$13.78/hour  |
| Spence-Staulters, Lucas | Groundswoker 40 hours/week          | 10/17/16              | \$16.40/hour  |

Consent Agenda

Approve Minutes

Student Placements

Personnel Actions

Instructional Appointment – Permanent

Instructional Appointment – Part-Time

Instructional Adjustment

Instructional Leave of Absence

Instructional Appointment -

Department Teacher Leaders

Middle School Deans

Non-Instructional Appointment - Probationary

| <b>f. Non-Instructional - Adjustment</b>   |   |                                       |               | Non-Instructional Adjustment  |
|--|---|---------------------------------------|---------------|-------------------------------|
| <u>Name</u>  | <u>Assignment</u>                       | <u>Effective Date</u>                 | <u>Salary</u> |                               |
| Brinsko, Jeanette  | S/CA/IRO 29.5 hours/week                | 10/17/16                              | \$11.39/hour  |                               |
| <b>g. Coaches - Fall 2016</b>  |   |                                       |               | Coaches – Fall 2016           |
| <u>Name</u>  | <u>Assignment</u>                       | <u>Adjustment</u>                     |               |                               |
| Coons, Christina   | Girls Varsity Volleyball                | adj. to \$3,538.00                    |               |                               |
| Edmunds, Aajhle  | Freshman Girls Volleyball               | term. 10/5/16, adj. salary to \$1,027 |               |                               |
| Mason, Rebecca   | Freshman Girls Volleyball               | \$1,027.00                            |               |                               |
| Mason, D. Adam   | Freshman Girls Volleyball               | Volunteer                             |               |                               |
| <b>h. Appointment of Approved Staff - These staff have received fingerprint clearance from SED</b> |   |                                       |               | Appointment of Approved Staff |
| <u>Name</u>  | <u>Assignment</u>                       |                                       |               |                               |
| Antonini, Robert   | Substitute Bus Driver effective 9/15/16 |                                       |               |                               |
| Poulette, Susanne  | Substitute SLP                          |                                       |               |                               |
| Raike, Patrick   | Substitute Teacher                      |                                       |               |                               |
| Fortune, Ellen   | Substitute Food Service Helper          |                                       |               |                               |
| Zimmerman, Arika   | Substitute Nurse                        |                                       |               |                               |
| Adams, Patrice   | Substitute Clerical Assistant           |                                       |               |                               |
| Misir, Ann   | Substitute Teacher                      |                                       |               |                               |
| Berkof, Cheryl   | Substitute Clerical Assistant           |                                       |               |                               |
| Butterfield, Sierra  | Substitute S/CA Bus Aide                |                                       |               |                               |
| Cummins, Eileen  | Substitute S/CA Bus Aide                |                                       |               |                               |
| Fulton, Jordan   | Substitute Bus Driver effective 10/5/16 |                                       |               |                               |
| Oakes, Tracy Lynn  | Substitute Bus Driver effective 10/6/16 |                                       |               |                               |
| Hildreth, Margaret   | Substitute Food Service Helper          |                                       |               |                               |
| Alston, Eileen   | Substitute Teacher                      |                                       |               |                               |
| Azeem, Asma  | Substitute Teacher                      |                                       |               |                               |
| Bailey III, John   | Substitute Teacher                      |                                       |               |                               |
| Brown, Lance   | Substitute Teacher                      |                                       |               |                               |
| Budniewski, Lauren   | Substitute Teacher                      |                                       |               |                               |
| Card, Patricia   | Substitute Teacher                      |                                       |               |                               |
| Davidson, Kelsey   | Substitute Teacher                      |                                       |               |                               |
| Fournier, Erika  | Substitute Teacher                      |                                       |               |                               |
| Hartmann, Megan  | Substitute Teacher                      |                                       |               |                               |
| Hinman, Sarah  | Substitute Teacher                      |                                       |               |                               |
| Hochberg, Heather  | Substitute Teacher                      |                                       |               |                               |
| Hollon, Jeremy   | Substitute Teacher                      |                                       |               |                               |
| Hudson, Sharon   | Substitute Teacher                      |                                       |               |                               |
| Izzo, Chelsea  | Substitute Teacher                      |                                       |               |                               |
| Klein, Megan   | Substitute Teacher                      |                                       |               |                               |
| Lieberman, Jill  | Substitute Teacher                      |                                       |               |                               |
| Mazzone, Teresa  | Substitute Teacher                      |                                       |               |                               |
| McGee, Danielle  | Substitute Teacher                      |                                       |               |                               |
| Mendez, Adriana  | Substitute Teacher                      |                                       |               |                               |
| Muller, Marissa  | Substitute Teacher                      |                                       |               |                               |
| Popolizio, Elizabeth   | Substitute Teacher                      |                                       |               |                               |
| Renda, Elizabeth   | Substitute Teacher                      |                                       |               |                               |
| Riley, Theresa   | Substitute Teacher                      |                                       |               |                               |
| Rourke, Rachel   | Substitute Teacher                      |                                       |               |                               |
| Saltsman, Julie  | Substitute Teacher                      |                                       |               |                               |
| Schweizer, Henry   | Substitute Teacher                      |                                       |               |                               |
| Shaver, Andrea   | Substitute Teacher                      |                                       |               |                               |
| Spiro, Arielle   | Substitute Teacher                      |                                       |               |                               |
| Vanderpoel, Janae  | Substitute Teacher                      |                                       |               |                               |
| Vendetti, Jennifer   | Substitute Teaching Assistant           |                                       |               |                               |

**i. Resignation - Non-Instructional**

| <u>Name</u>              | <u>Assignment</u>       | <u>Effective Date</u> |
|--------------------------|-------------------------|-----------------------|
| Bergmann, Ruth           | EA/VAN                  | 10/7/16               |
| Musgrove, Dean           | School Bus Driver/TRANS | 8/31/16               |
| Tonge, Arielle           | Food Service Helper/NHS | 9/9/16                |
| Rorick, Stacey           | Food Service Helper/BIR | 8/31/16               |
| Capobianco-Stewart, Lynn | Clerical Assistant      | 10/3/16               |

Non-Instructional  
Resignation

**j. Lifeguards - \$11.00/hour**

| <u>Name</u>     |
|-----------------|
| Bennett, LeJie  |
| Braga, Dana     |
| Karlok, Kevin   |
| Myers, Annalese |
| Wolfe, Derek    |

Lifeguards

E. . .approve the following coaches for the Winter Interscholastic Sports Program per ASM 4E

Winter Coaches-

| <u>SPORT</u>                   | <u>COACH</u>      | <u>SALARY</u> |
|--------------------------------|-------------------|---------------|
| <b><u>Boys Basketball</u></b>  |                   |               |
| Varsity                        | Bryan Mattice     | \$5,364       |
| Eighth Grade                   | Brian Grastorf    | \$2,510       |
| <b><u>Girls Basketball</u></b> |                   |               |
| Varsity                        | Sarah Neely       | \$6,364       |
| Junior Varsity                 | Bridget Daoust    | \$5,036       |
| Freshman                       | Michael Camarota  | \$4,753       |
| Eighth Grade                   | Kellyn Moore      | \$2,510       |
| <b><u>Bowling</u></b>          |                   |               |
| Boys Varsity                   | Laura Favata      | \$2,738       |
| <b><u>Cheerleading</u></b>     |                   |               |
| Varsity                        | Denise Squadere   | \$3,538       |
| <b><u>Alpine Ski</u></b>       |                   |               |
| Varsity                        | John Sharkey      | \$5,451       |
| <b><u>Indoor Track</u></b>     |                   |               |
| Varsity Head Coach             | Jason DeRocco     | \$5,451       |
| Varsity Assistant              | Michael Peters    | \$4,536       |
| <b><u>Wrestling</u></b>        |                   |               |
| Varsity                        | Shaun Neely       | \$6,364       |
| Junior Varsity                 | Mark Hitchcock    | \$3,651       |
| Modified                       | Tom Delancey      | \$4,078       |
| <b><u>Diving</u></b>           |                   |               |
| Varsity                        | Elizabeth Wheeler | \$3,538       |
| <b><u>Ice Hockey</u></b>       |                   |               |
| Varsity                        | Sean O'Connell    | \$4,451       |
| Varsity Assistant              | Drew Schiavo      | \$2,921       |

Basketball

Bowling

Cheerleading

Alpine Ski

Indoor Track

Wrestling

Diving

Ice Hockey

F. . .approve the attached August Budget Status Report per ASM 4F-I and the August Treasurer's Report per ASM 4F-ii.

Financial Reports

G. . .award the Diesel Backhoe Loader Bid #NCS16-026 to Robert H Finke and Sons, Inc. in the amount of \$23,500 per ASM 4G - *and* award the Snowplowing Service NHS – Bid # NCS16-030 for the period November 1, 2016 through October 31, 2017 with an option to extend for up to two (2) additional years, to Constantine Construction and Farm, Inc. at a base rate of \$95/hour per ASM 4G-ii

Bid Awards

H. . .approve the Niskayuna Rowing trip to the New Hampshire Championships at Memorial Park in Pembroke , NH per ASM 4H-i and approve the Niskayuna Rowing trip to the Head of the Charles Regatta in Boston, MA per ASM 4H-ii

School Sponsored Student Trips

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

6. Board Forum

**Board Forum**

President Perez Jaquith noted that the New York State School Boards Convention is coming soon. Mrs. Foley completed the fiscal part of her mandatory training as a new Board member. The Education Enrichment Fund Advisory Committee is receiving grant proposals, and hoping to announce recipients at the November 15 Board meeting. Mrs. Lanotte provided meeting minutes from the September 23, 2016 Audit Committee meeting. These will be submitted for approval at the November 15 Board meeting. It is expected that new community members will also be appointed to the Audit committee at the November 15 meeting.

Presidents Report

Member Report

Mrs. Lanotte moved that the Board of Education convene to Executive Session to discuss specific litigation and collective bargaining. Mr. Koes seconded. Motion carried 7-0.

**Executive Session**

Mr. Koes, moved that the Board of Education reconvene to public session. Mrs. Lanotte seconded. Motion carried 7-0.

Return to Public Session

Dr. Schlossberg moved that the Board of Education, upon the recommendation of the Superintendent of Schools, accept the legal settlement discussed in Executive Session. Mr. Calareso seconded. Motion carried 7-0.

Legal Settlement

The Board of Education was apprised of General Municipal Law regarding gifts and will abide by the "\$75 rule".

Gifts to the Board

There being no further business, Mr. Koes moved to adjourn. President Perez Jaquith seconded. Motion carried 7-0.

**Adjourn**

**NISKAYUNA CENTRAL SCHOOL DISTRICT**

**ASM 2B-ii  
October 17, 2016**

**To:** Board of Education

**From:** Carrie Nyc-Chevrier, Director of Business and Finance

**Via:** Dr. Cosimo Tangorra, Jr., Superintendent of Schools

**Re:** Capital Project

**Recommended Motion:** Move that the Board of Education, upon the recommendation of the Superintendent of Schools, adopt the attached resolution to renovate school district facilities at a maximum estimated cost of \$5,614,000 for a proposition to be set forth before the voters of the Niskayuna School District on December 6, 2016 as per ASM 2B-ii.



**SPECIAL SCHOOL DISTRICT ELECTION RESOLUTION**

At a regular meeting of the Board of Education of the Niskayuna Central School District, Schenectady, Saratoga and Albany Counties, New York, held at Van Antwerp Middle School, in Niskayuna, New York, in said School District, on the 17<sup>th</sup> day of October, 2016, at 6 o'clock P.M., Prevailing Time.

The meeting was called to order by \_\_\_\_\_, and upon roll being called, the following were

PRESENT:

ABSENT:

The following resolution was offered by \_\_\_\_\_, who moved its adoption, seconded by \_\_\_\_\_, to-wit:

RESOLUTION DATED OCTOBER 17, 2016.

A RESOLUTION PROVIDING FOR THE HOLDING OF A SPECIAL SCHOOL DISTRICT MEETING IN AND FOR THE NISKAYUNA CENTRAL SCHOOL DISTRICT, SCHENECTADY, SARATOGA AND ALBANY COUNTIES, NEW YORK, AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH.

BE IT RESOLVED, by the Board of Education of the Niskayuna Central School District, Schenectady, Saratoga and Albany Counties, New York, as follows:

Section 1. A Special School District Meeting in and for the Niskayuna Central School District, Schenectady, Saratoga and Albany Counties, New York, shall be held on December 6, 2016, at the Niskayuna High School, 1662 Balltown Road, Town of Niskayuna, in Niskayuna, New York, at 7:00 o'clock A.M. and the polls shall be kept open for between the hours of 7:00 o'clock A.M. and 9:00 o'clock P.M., Prevailing Time, on said date. The proposition hereinafter set forth in the Notice of said Meeting is described in Exhibit A attached hereto and hereby incorporated herein by reference.

Section 2. Voting at said Meeting shall be conducted by the use of voting machines (or paper ballots if said machines are unavailable after the general election).

Section 3. The Clerk of said School District is hereby authorized and directed to cause a Notice of said Meeting in substantially the form attached hereto as Exhibit A to be published in two newspapers having a general circulation in said School District, such publications to be made so that such notice shall appear in said newspapers each four times within the seven weeks next preceding such district meeting, the first publication to be at least forty-five days (but, preferably, not more than forty-nine days) before said meeting, and to give such other notice as may be deemed desirable.

Section 4. The School District Clerk is hereby authorized to amend the Notice of said Special School District Meeting from time to time as, in his or her discretion, such amendment may be required or desirable.

Section 5. To the extent required by law, the Board of Education shall appoint election personnel to conduct said Special School District Meeting pursuant to a separate resolution of this Board of Education.

Section 6. This resolution shall take effect immediately.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

\_\_\_\_\_ VOTING \_\_\_\_\_  
\_\_\_\_\_ VOTING \_\_\_\_\_  
\_\_\_\_\_ VOTING \_\_\_\_\_  
\_\_\_\_\_ VOTING \_\_\_\_\_  
\_\_\_\_\_ VOTING \_\_\_\_\_  
\_\_\_\_\_ VOTING \_\_\_\_\_  
\_\_\_\_\_ VOTING \_\_\_\_\_

The resolution was thereupon declared duly adopted.

\* \* \* \* \*

**NOTICE OF SPECIAL SCHOOL DISTRICT MEETING  
AND ABSENTEE BALLOTS**

**Niskayuna Central School District  
Schenectady, Saratoga and Albany Counties, New York**

**PLEASE TAKE NOTICE** that a Special School District Meeting of the Niskayuna Central School District, Schenectady, Saratoga and Albany Counties, New York, will be held on December 6, 2016 (the “Election Date”) at 7:00 o’clock A.M., at the Niskayuna High School, 1662 Balltown Road, Town of Niskayuna, in Niskayuna, New York, at which the polls will be kept open between the hours of 7:00 o’clock A.M. and 9:00 o’clock P.M., Prevailing Time, for the purpose of voting by voting machine (or paper ballots if said machines are unavailable after the general election) upon the following bond proposition:

**BOND PROPOSITION**

Shall the following resolution be adopted, to-wit:

RESOLVED, the Niskayuna Central School District, Schenectady, Saratoga and Albany Counties, New York, shall be authorized to reconstruct various School District buildings, including original furnishings, equipment, machinery, apparatus, appurtenances, site improvements, and incidental improvements and expenses in connection therewith, at a maximum estimated cost of \$5,614,000, and said amount, or so much thereof as may be necessary, shall be raised by the levy of a tax upon the taxable property of said School District and collected in annual installments as provided by Section 416 of the Education Law; and in anticipation of such tax, obligations of said School District shall be issued.

NOTICE IS HEREBY FURTHER GIVEN that due to space constraints on the voting machines, said proposition may be presented in substantially the following abbreviated form on the ballot labels of the voting machines used at such School District Meeting:

**PROPOSITION**

Shall the following resolution be adopted, to-wit:

RESOLVED, that the Niskayuna Central School District is hereby authorized to reconstruct School District buildings, including incidental improvements and

expenses, at a maximum estimated cost of \$5,614,000, and said amount, or so much thereof as may be necessary, shall be raised by the levy of a tax upon the taxable property of said School District and collected in annual installments; and, in anticipation of such tax, obligations of said School District shall be issued.

In the event that an abbreviated version of the proposition is necessary due to space constraints on the voting machines, a copy of the full text of the **PROPOSITION** shall be on file in the office of the School District Clerk, located at the District Offices, 1239 Van Antwerp Road, in Niskayuna, New York, where the same is available for inspection by any interested person during regular business hours and shall be posted at the voting location.

**SEQRA DETERMINATION:** The School District has acted as lead agency under the State Environmental Quality Review Act regulations of the State of New York. The capital project herein authorized has been determined to be a “Type II Action” pursuant to the regulations of the New York State Department of Environmental Conservation promulgated pursuant to the State Environmental Quality Review Act (“SEQRA”), the implementation of which as proposed, as such an action as provided in said regulations, it has been determined will not result in any significant adverse environmental impact. The SEQRA compliance materials are on file in the Office of the School District Clerk and are available for public inspection during regular business hours.

**QUALIFIED VOTERS: FURTHER NOTICE IS HEREBY GIVEN** that the qualified voters of the School District shall be entitled to vote at said Special District Meeting. A qualified voter is one who is (1) a citizen of the United States of America, (2) eighteen (18) years of age or older, and (3) resident within the School District for a period of thirty (30) days next preceding the Special District Meeting and not otherwise prohibited from voting (i.e. mentally incompetent or convicted felon). The School District may require all persons offering to vote at the Special District Meeting to provide one form of proof of residency pursuant to Education Law 2018-c. Such form may include a driver’s license, a non-driver identification card, a utility bill, a voter registration card, or any other evidence of residency satisfactory to the School District. Upon

offer of proof of residency, the School District may also require all persons offering to vote to provide their signature, printed name and address.

**ABSENTEE BALLOTS: NOTICE IS ALSO HEREBY GIVEN** that applications for absentee ballots may be applied for at the office of the School District Clerk. Any such application must be received by the School District Clerk at least seven days before the date of the aforesaid Special District Meeting if the ballot is to be mailed to the voter, or the day before such Special District Meeting, if the ballot is to be delivered personally to the voter. A list of all persons to whom absentee voter's ballots shall have been issued shall be available for public inspection in the office of the School District Clerk not less than five days prior to the date of the Special District Meeting (excluding Saturdays and Sundays) during regular office hours until the date of the aforesaid Special District Meeting. In addition, such list shall also be posted conspicuously at the place of voting during the hours of such Special District Meeting. Absentee ballots must be received by 5:00 P.M. on date of election in the office of the School District Clerk. Any qualified voter may, upon examination of such list, file a written challenge of the qualifications as a voter of any person whose name appears on such list, stating the reason for such challenge. The written challenge shall be transmitted by the School District Clerk to the election inspectors on the day of the Special Election. In addition, any qualified voter may challenge the acceptance of the absentee voter's ballot of any person on such list by making his/her reasons known to the election inspector before the close of the polls.

**NOTICE IS ALSO HEREBY GIVEN** that in the event of a weather or other emergency which necessitates cancellation of the December 6, 2016 meeting, said Special District Meeting shall be held on December 8, 2016, at the aforementioned time and places.

Dated: Niskayuna, New York,

October 17, 2016.

BY ORDER OF THE BOARD OF

EDUCATION OF THE NISKAYUNA  
CENTRAL SCHOOL DISTRICT,  
SCHENECTADY, SARATOGA AND  
ALBANY COUNTIES, NEW YORK.

Carrie Nyc-Chevrier  
School District Clerk

**CERTIFICATION FORM**

STATE OF NEW YORK            )  
  ) ss.:  
COUNTY OF SCHENECTADY    )

I, the undersigned Clerk of the Niskayuna Central School District, Schenectady, Saratoga and Albany Counties, New York (the "Issuer"), DO HEREBY CERTIFY:

- 1) That a meeting of the Issuer was duly called, held and conducted on the 17<sup>th</sup> day of October, 2016.
- 2) That such meeting was a special regular (circle one) meeting.
- 3) That attached hereto is a proceeding of the Issuer which was duly adopted at such meeting by the Board of the Issuer.
- 4) That such attachment constitutes a true and correct copy of the entirety of such proceeding as so adopted by said Board.
- 5) That all members of the Board of the Issuer had due notice of said meeting.
- 6) That said meeting was open to the general public in accordance with Section 103 of the Public Officers Law, commonly referred to as the "Open Meetings Law".
- 7) That notice of said meeting (the meeting at which the proceeding was adopted) was given PRIOR THERETO in the following manner:

**PUBLICATION** (here insert newspaper(s) and date(s) of publication)

**POSTING** (here insert place(s) and date(s) of posting)

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Issuer  
this \_\_\_\_\_ day of October, 2016.

(CORPORATE SEAL)

\_\_\_\_\_  
School District Clerk



## **SMOKING/TOBACCO USE**

### **School Grounds**

Tobacco use shall not be permitted and no person shall use tobacco on school grounds or within one hundred (100) feet of the entrances, exits, or outdoor areas of any public or private elementary or secondary schools. However, this shall not apply to smoking in a residence, or within the real property boundary lines of such residential real property. For purposes of this policy, "school grounds" means any building, structure, and surrounding outdoor grounds, including entrances or exits, contained within the District's preschool, nursery school, elementary or secondary school's legally defined property boundaries as registered in the County Clerk's Office; as well as all District vehicles, including vehicles used to transport children or school personnel.

Tobacco includes e-cigarettes and vapor products that contain nicotine but does not include current FDA-approved smoking cessation products.

### **Off-School Grounds**

Tobacco use is prohibited by students at any school sponsored event or activity off school grounds.

### **Posting/Notification of Policy**

In compliance with the New York State Clean Indoor Air Act, the District will prominently post its Smoking/Tobacco Use policy and signs prohibiting **all** forms of tobacco products in District buildings and other appropriate locations; and will supply a copy upon request to any current or prospective employee. The District will also designate a school official to tell individuals who smoke in a non-smoking area that they are in violation of the New York State Public Health Law, Education Law, the federal Pro-Children Act of 1994 and District policy.

The District shall also ensure that this policy is communicated to staff, students, parents/guardians, volunteers, and visitors as deemed appropriate in order to orient all persons to the District's "No Smoking" Policy and environment.

### **Prohibition of Tobacco Promotional Items/Tobacco Advertising**

Tobacco promotional items (e.g., brand names, logos and other identifiers) are prohibited:

- a) On school grounds;
- b) In school vehicles;
- c) At school sponsored events, including those that take place off school premises and in another state;
- d) In school publications;

(Continued)

**SMOKING/TOBACCO USE** *(Continued)*

- e) On clothing, shoes, accessories, gear, and school supplies in accordance with the *District Code of Conduct* and applicable collective bargaining agreements.

This prohibition of tobacco promotional items shall be implemented in accordance with the *Code of Conduct* and applicable collective bargaining agreements.

In addition, tobacco advertising is also prohibited in all school sponsored publications and at all school sponsored events. The District will request, whenever possible, tobacco free editions of periodical publications for school libraries and classroom use.

Safe and Drug-Free Schools and Communities Act, 20 USC Section 7101 et seq.  
Pro-Children Act of 2001, as amended by the No Child Left Behind Act of 2001, 20 USC  
Sections 7181-7184  
Education Law Sections 409, 2801(1) and 3020-a  
Public Health Law Article 13-E

NOTE: Refer also to Policies #3280 -- Use of School Facilities, Materials and Equipment  
#3410 -- Code of Conduct on School Property  
#7320 -- Alcohol, Tobacco, Drugs, and Other Substances  
(Students)  
*District Code of Conduct*

## Students

**ALCOHOL, TOBACCO, DRUGS AND OTHER SUBSTANCES (STUDENTS)**

The Board of Education recognizes that the misuse of alcohol, drugs, tobacco, and other illegal substances is a serious problem with legal, physical, emotional and social implications for our students, as well as the entire community. Therefore, the consumption, sharing and/or selling, use and/or possession of alcoholic beverages, tobacco products, illegal drugs, counterfeit and designer drugs, or paraphernalia for the use of such drugs is prohibited at any school sponsored function, on school grounds and on school buses at all times. The unauthorized use of prescription and over-the-counter drugs shall also be disallowed.

Students shall not be under the influence of alcohol or other prohibited substances on school grounds or at school sponsored events. A school sponsored function shall include a school sponsored or school-authorized extracurricular event or activity regardless of where such event or activity takes place.

**Smoking**

Smoking shall not be permitted and no person shall smoke within one hundred (100) feet of the entrance, exits or outdoor areas of any public or private elementary or secondary schools. However, this shall not apply to smoking in a residence, or within the real property boundary lines of such residential real property.

**Non-Medical Use of Prescription Drugs**

Non-medical use of prescription drugs is prohibited. Should a student be found in possession of any such substance, he/she shall be dealt with in accordance with the *Code of Conduct*.

**Disciplinary Measures**

Disciplinary measures for students consuming, sharing and/or selling, using and/or possessing alcoholic beverages, tobacco products, illegal drugs, counterfeit and designer drugs, or paraphernalia for the use of such drugs shall be outlined in the *District's Code of Conduct*.

Education Law Sections 409 and 2801(1)  
Public Health Law 1399-o

NOTE: Refer also to Policies #3280 -- Use of School Facilities, Materials and Equipment  
#3410 -- Code of Conduct on School Property  
#5640 -- Smoking/Tobacco Use  
#8211 -- Prevention Instruction  
*District Code of Conduct*

Adopted October 17, 2016