



**PROCEEDINGS OF THE BOARD OF EDUCATION**  
**January 5, 2009**  
**7:00 p.m.**

**Albany High School**

**PRESENT:** Dr. Mark Barth  
Mrs. Rose Brandon  
Ms. Judy Doesschate  
Mr. Dan Egan  
Mrs. Barbara Gaffuri  
Ms. Melissa Mackey  
Mr. Wayne Morris  
Dr. Eva. Joseph  
Mr. Jeffrey Honeywell  
Ms. Linda Jackson-Chalmers  
Ms. Linda Rudnick

**ABSENT:** Dr. Tresa Diggs  
Mr. Bill Hogan

**Call to Order:**

Board Counsel, Jeffrey Honeywell, called the meeting to order at 7:05 p.m., followed by the Pledge of Allegiance.

**Selection of Chair Pro-Tem**

Mr. Honeywell called for a motion to appoint the board counsel as the Chair Pro-Tem for the meeting. Upon motion by Ms. Doesschate and second by Dr. Barth, the board voted unanimously (7-0) to appoint Mr. Honeywell Chair Pro-Tem.

**Board of Education Elections**

Mr. Honeywell announced that at the general meeting held on November 4, 2008, Daniel Egan and Rose Brandon were each elected to a four-year term from January 1, 2009 through December 31, 2012.

**Administration of the Oath of Office to newly elected Board Member**

Mr. Honeywell proceeded to administer the Oath of Office to Mrs. Brandon and Mr. Egan.

**Election of Officers for the 2009 Calendar Year**

Mr. Honeywell called for nominations for the office of President of the Board of Education. Mr. Morris nominated Mrs. Gaffuri for the office of President. Mrs. Gaffuri accepted the nomination.

The Board voted unanimously (7-0) to approve the motion.

Mr. Honeywell declared Mrs. Gaffuri, President of the Board of Education.

Mrs. Gaffuri called for nominations for the office of Vice President of the Board of Education. Mrs. Brandon nominated Ms. Mackey for the office of Vice President. Ms. Mackey accepted the nomination.

The Board voted unanimously (7-0) to approve the motion.

Mrs. Gaffuri declared Ms. Mackey Vice President of the Board of Education.

Mrs. Gaffuri called for nominations for the office of Secretary of the Board of Education. Mr. Egan nominated Ms. Doesschate for the Office of Secretary. Ms. Doesschate accepted the nomination. Ms. Mackey nominated Mr. Morris for the Office of Secretary. Mr. Morris accepted the nomination. Mrs. Gaffuri called for a vote on the nomination of Ms. Doesschate.

The Board voted 4 ayes, 0 nays and 3 abstentions.

Mrs. Brandon, Ms. Mackey and Mr. Morris abstained.

Mrs. Gaffuri declared Ms. Doesschate Secretary of the Board of Education.

### **Appointment of Officers**

Mrs. Gaffuri called for a motion to appoint District officers as follows:

Clerk of the Board – Catherine Cutting

District Treasurer – Tishawn Terry-Garcia

Deputy Treasurer – Christine DeWitt

Tax Collector – Christine DeWitt

Extra Classroom Treasurer – Christine DeWitt

Internal Claims Auditor – Internal Claims Auditor – Joseph Ferrandino

Ms. Doesschate made a motion to approve the appointment of officers. Ms. Mackey seconded the motion.

The board voted unanimously (7-0) to approve the motion.

### **Other Appointments**

Mrs. Gaffuri presented additional appointments for approval as follows:

Purchasing Agent – Beth Labunski

Records Access Officer – William F. Hogan

Asbestos Local Education Agency (LEA) Designee - Anthony Catalfamo

Independent Auditing Firm – To be determined

Board Counsel – Girvin & Ferlazzo Law Firm

District Physician – Jay Kravitz, M.D.

Ms. Mackey made a motion to approve other appointments. Mr. Morris seconded the motion.

The board voted unanimously (7-0) to approve the motion.

### **Designations**

Mrs. Gaffuri recommended the approval of designations as follows:

Official Bank Depository – Key Bank, N.A.

Official Newspapers – Times Union & Daily Gazette

Mr. Morris made a motion to approve designations. Ms. Doesschate seconded the motion.

The board voted unanimously (7-0) to approve the motion.

### **Authorizations**

Mrs. Gaffuri called for a motion to approve authorizations for the 2009 calendar year as follows:

1. The Board of Education authorizes the Assistant Superintendent for Business Affairs, to certify employee payrolls.
2. The Board of Education authorizes the Assistant Superintendent for Secondary Education, to approve conferences, conventions and workshop attendance for the 2009 calendar year.

3. The Board of Education authorizes the Assistant Superintendent for Business Affairs, to approve property tax refunds and tax roll adjustments up to \$2,500 either mandated by court order or directed by the County of Albany Real Property Tax Service. (The Board of Education will be notified of all refunds and adjustments approved during the preceding month pursuant to this authorization at each regular Board meeting.)
4. The Board of Education authorizes the Superintendent of Schools, to approve budget transfers up to \$10,000. (The Board of Education will be given a report of all such transfers pursuant to this authorization at each regular Board meeting. Transfers over \$10,000 will require Board approval.)
5. The Board of Education authorizes the Superintendent of Schools and, as necessary, the President of the Board of Education to execute grant applications.
6. The Board of Education authorizes the President of the Board to approve all overnight, out of state and out of country field trips.
7. The Board of Education authorizes the reimbursement of pre-approved transportation expenses for the 2009 calendar year following the current allowable IRS mileage reimbursement rate of through December 30, 2009.
8. The Board of Education authorizes the District Treasurer, Deputy Treasurer, and the Central Treasurer of the Extra Classroom Activity Fund as individuals designated to sign checks.
9. The Board of Education authorizes the use of corporate credit cards for the following individuals:

Eva. C. Joseph – Superintendent of Schools

Beth Labunski – Purchasing Agent

Mr. Morris made a motion to approve authorizations. Ms. Doesschate seconded the motion.

Mr. Egan suggested that #7 read, “The Board of Education authorizes the reimbursement of pre-approved transportation expenses for the 2009 calendar year at the current allowable IRS mileage reimbursement rate through December 30, 2009”. Thus, removing the specific rate. Mr. Morris accepted the change the motion.

The board voted unanimously (7-0) to approve the motion.

### **Bondings**

Mrs. Gaffuri called for a motion to approve a blanket bond in the amount of \$1,000,000 for all District employees. Ms. Mackey made a motion to approve bondings. Mr. Morris seconded the motion.

The board voted unanimously (7-0) to approve the motion.

### **Schedule of Meetings for 2009**

Mrs. Gaffuri presented the schedule of Board Meetings for the 2009 calendar year, designating the first Tuesday of each month as the date of regular board meetings and the third Thursday of each month as the date for round table meetings. Exceptions are indicated on the schedule along with reasons for these exceptions. Ms. Mackey made a motion to approve the schedule. Dr. Barth seconded the motion.

The board voted unanimously (7-0) to approve the schedule.

**Board Standing Committee Membership**

Mrs. Gaffuri presented the listing of the 2009 Board Standing Committee Membership for approval. The schedule of meetings will be changed to accommodate board members when necessary. Following discussion membership on the committees was identified as follows:

- Policy Committee – Dr. Barth, Ms. Doesschate & Mrs. Gaffuri;
- Audit Committee – Mr. Egan, Ms. Mackey & Mr. Morris;
- Facilities Committee – Mrs. Brandon, Mrs. Gaffuri & Mr. Morris

Based on further discussions relative to the board committees, Mr. Egan made a motion to establish an Ad Hoc Committee Committee to look at the structure and function of board committees. Mrs. Doesschate seconded the motion. Membership on this committee will include Ms. Doesschate, Mr. Egan and Mr. Morris.

The board voted unanimously (7-0) to approve the motion.

Motion passed

**School Liaisons**

Mrs. Gaffuri presented the listing of 2009 School Liaisons for approval. Mr. Morris made a motion to approve school liaisons. Ms. Mackey seconded the motion.

Following discussion the listing is as follows:

Dr. Barth – Abrookin Vo-Tech, North Albany Academy and Albany High School (along with Mr. Egan).

Mrs. Brandon – Arbor Hill Elementary School, Harriet Gibbons High School and Philip Livingston Magnet Academy.

Ms. Doesschate - Giffen Memorial Elementary School, Pine Hills Elementary School and Sheridan Preparatory Academy.

Mr. Egan – Montessori Magnet School and Albany High School (along with Dr. Barth).

Mrs. Gaffuri – Eagle Point Elementary School, William S. Hackett Middle School and New Scotland Elementary School,

Ms. Mackey – Adult Learning Center, Delaware Community School and Philip J. Schuyler Achievement Academy.

Mr. Morris – Albany School of Humanities, Stephen & Harriet Myers Middle School and Thomas O'Brien Academy of Science & Technology.

The board voted unanimously (7-0) to approve the motion.

Motion passed.

Letters introducing board members as the new or renewed school liaison to each school. Board members will be notified when the letters are ready for signature.

**SUPERINENDENT'S REPORT**

- Congratulations to Rose Brandon and Dan Egan. Congratulations to the new slate of officers, President-Barbara Gaffuri, Vice President- Melissa Mackey, and Secretary Judy Doesschate.
- Ribbon cutting and dedication ceremony is scheduled at New Scotland Elementary School tomorrow, January 6, 2009 from 5 –7 p.m. Tours and refreshments will be available. New Scotland Elementary School is the 11<sup>th</sup> school the District has opened since 2004. That's an amazing accomplishment. Dr. Joseph also thanked Mr. Catalfamo and the maintenance staff for the incredible job of moving everything back to the school.

- The Magnet School Campaign takes place in January. The District opens its doors to the community to learn more and more about the schools. Recent literature has demonstrated that Magnet Schools as a school choice option outperforms charters and we are very proud that we have three high performing Magnet Schools in our District as a school choice option for our families. Notices are being mailed to families this week. Open houses are scheduled throughout January. Particular note is the Magnet Community Day that takes place on Saturday, January 24, 2009 from 10 a.m. until Noon. That will be held at Albany School of Humanities.
- Middle School Enrollment Committee is doing a full court press this week to get information out to our community and to get feedback. Great appreciation to the committee members for the hard work and the effort they are making to garner feedback to help guide the decision-making for next year for Myers and Hackett. All the information is available on the website. There are two presentations scheduled for Wednesday, Thursday and Saturday morning.
- January is testing month. The ELA New York State Assessments begin next week for grades 3, 4 & 5. ELA testing for grade 6, 7 & 8 and then Regents exams beginning January 26, 2009. Information is on the website. Parents are being asked to make sure students are getting sufficient rest and good nutrition in preparation for these exams.
- Budget development for 2009-2010 has started in earnest. Individual budget meetings are near completion with principals, program administrators and supervisors. There is no question as we move toward developing the 2009-2010 budget that balancing what we see as effective programs for our students with grim state aid projections and the fiscal forecast it is going to be tremendously challenging. Fortitude and commitment will see us to a good end.

#### **STUDENT REPRESENTATIVE REPORT**

No student representative is present this evening.

#### **OPPORTUNITY FOR PUBLIC COMMENT**

1. Mark Misher addressed the board relative to the City Council PTA Founders Day Dinner scheduled for February 27, 2009.
2. Nell Stokes-Holmes addressed the board relative to a conflict on January 15, 2009 date for the Round Table Meeting.
3. Kathy Neuffer addressed the board relative to board members.

#### **ROUTINE CONSENT ITEMS**

Mrs. Gaffuri presented the Routine Consent Items, including Proceedings of Meetings, December 2, 2008; Resignations; Leave of Absence; Reassignments, Transfers, Appointments (Itinerant Substitute Teachers 2008-2009, Miscellaneous, Probationary Appointments and Emergency Conditional Appointments); Attendance at Conferences; Treasurer's Report, Budget Transfers under \$10,000, Budget Transfers over \$10,000, Budget Status Report - November, Revenue Status Report, Extra Classroom Activity Report; Tax Collector's Report; Property Tax Adjustments; E-Rate Bid Awards; Committee on Special Education, Subcommittee on Special Education, Committee on Pre-School Special Education; Resolution to Participate in Campaign for Fiscal Equity Litigation; Resolution to set Charter School Public Hearing Date; Authorization to Enter into Contracts (GED Testing Services, Adult Education Services, Other Services and Strategic Planning Implementation.

Ms. Doesschate made a motion to approve the Routine Consent Items. Ms. Mackey seconded the motion. Mr. Egan requested that the Strategic Planning Implementation Contract and the E-Rate Bid Awards be set aside. Mrs. Gaffuri requested that Miscellaneous and Emergency Conditional Appointments be set aside and Mr. Morris requested that Leave of Absence be set aside.

The board voted unanimously (7-0) to approve the motion absent those items set aside.

Motion passed.

Ms. Doesschate made a motion to approve Leave of Absence. Dr. Barth seconded the motion. Mr. Morris asked if an employee is on Leave of Absence are they at risk relative to staff reductions that may take place. Staff reductions are geared to specific job titles. There is no jeopardy for those on leave. Those decisions would be based on seniority.

The board voted unanimously (7-0) to approve the motion.

Motion passed.

Ms. Doesschate made a motion to approve the Miscellaneous Appointments. Mr. Morris seconded the motion. Mrs. Gaffuri advised the list includes a family member and she would be abstaining on this vote.

The board voted 6 ayes, 0 nays and 1 abstention, Mrs. Gaffuri abstained.

Motion passed.

Mr. Morris made a motion to approve the Emergency Conditional Appointments. Mr. Egan seconded the motion. Mrs. Gaffuri advised the list includes a family member and she would be abstaining on this vote.

The board voted 6 ayes, 0 nays and 1 abstention, Mrs. Gaffuri abstained.

Motion passed.

Mr. Egan made a motion to approve the Erate Bid Awards. Ms. Mackey seconded the motion. Mr. Egan complimented staff relative to the information provided in this item so that board members are able to make an informed decision. Is there any contractual provision to insure that the vendor meets the schedule? The bid is the item to be voted on this evening. The contract will include stipulations relative to timeframes and timelines that the vendor will have to meet with penalties attached.

The board voted unanimously (7-0) to approve the motion.

Motion passed.

Ms. Mackey made a motion to approve the Soar Point Contract for Strategic Planning Implementation. Mr. Morris seconded the motion. A lengthy discussion followed relative to the need for consultants, seeing the implementation as an administrative function. In the implementation phase, the District had budgeted for this year for technical assistance, guidance on engaging community partners in completing the work. The consultants from Soar Point are skilled in assisting the District meet that end, engaging partners in executing the work. A review of the consultant selection process, along with the process of developing the Strategic Plan and the implementation of the plan was provided for new board members.

Discussion included the board's participation in the implementation process and that the board was not present during the implementation planning process. Board members also discussed the need for committee review of consultant contracts. The importance of moving the strategic plan forward and the possibility of losing momentum were also discussed. Counsel advised there is an opportunity to terminate the contract through the termination clause stated in the contract. Discussion also included consideration of the upcoming budget issues that the District is facing. Concern was also noted relative to the lack of board members involvement in the implementation planning process of identifying priorities.

Dr. Joseph advised this contract is not about doing the work or implementing the strategic plan. It is about the technical expertise the consultants bring to be sure the implementation goes smoothly.

The board voted 3 ayes, Mrs. Gaffuri, Ms. Mackey and Mr. Morris; and  
4 nays, Dr. Barth, Mrs. Brandon, Ms. Doesschate and Mr. Egan;  
Motion failed.

### **FACILITIES PROJECT REPORT**

#### **Action Item Related to the Facilities Project**

##### **Change Order – Thomas O'Brien Academy of Science & Technology**

Ms. Doesschate made a motion to approve the change orders. Ms. Mackey seconded the motion. Mr. Gifford advised this is standard procedure item for change orders. For the information of the new board members, Mr. Gifford advised when the amount exceeds \$50,000 the board is informed of those change orders. The superintendent and assistant superintendent for business affairs have responsibilities for change orders at the \$25,000 level. The facilities team meets weekly with the assistant superintendent to discuss change orders. Change orders are also brought before the Facilities Subcommittee.

The board voted unanimously (7-0) to approve the motion.

### **ACTION ITEM**

#### **Policy #2250 Board Committees**

Policy #2250 was presented for approval. Ms. Doesschate made a motion to approve the policy. Dr. Barth seconded the motion. There was clarification in the last paragraph of the policy indicating the first sentence ends with "on the approval by the Board". The second sentence starts with "Members... made a motion for approval.

Based on this grammatical correction,  
the board voted (7-0) unanimously to approve the motion.

Motion passed.

#### **Board Committee Reports**

No committee reports.

**Board Member Items**

Dr. Joseph advised board members that she would be discussing those items presently on the board member item listing with the board officers to decide those items that will be handled via informational reports in the update and those that will be scheduled on future agendas.

Discussion followed relative to transportation issues, particularly as the District plans middle school enrollment.

Mrs. Gaffuri asked if it is the preference of the board to continue the practice of determining whether or not an item is brought forward to the board, i.e. an item is mentioned and with approval of at least four board members, it is brought forward as an agenda item. Board members were in agreement that this practice would be continued.

Mr. Egan again mentioned an update on high school scheduling, not necessarily at the next meeting, but within the next two or three meetings. Board members were in agreement that his would be placed on the board member listing.

**Adjournment**

There being no further business, Mr. Morris made a motion to adjourn. Mr. Egan seconded the motion. The board adjourned at 9:25 p.m.