

12/16/2008 Regular Meeting of the Board of Education of the Berlin Central School District, held at the Berlin Jr/Sr High School

**Present:** Frank Zwack, Julie Darling, Donald French, Elizabeth Miller, Thomas Morelli,  
**Absent:** Jeffrey Paine, Beverly Stewart  
**Also Present:** Charlotte Gregory, Cathie Allain, Michelle Colvin, Cyril Grant, Dennis Healy, Scott Hunter, Eileen Leffler, Jennifer Morris, Sandra Owens  
**Guests included:** Raymond Preusser, David Flint, Andy Zlotnick, Lauren Nichols, Kenny Masterson, Donna Kelly, Bob Miller, Patty Nash, Dawn Demick

President Zwack convened the meeting at 7:00 PM with five board members present.

On motion of Tom Morelli, second by Liz Miller, minutes of the 10/21/2008 and 11/18/2008 meetings were approved.

Liz Miller then requested that changes in the agenda be made:

- Student presentations or guest speakers moved to immediately after the approval of the previous meeting minutes.
- Any staff in attendance at the Board meeting is dismissed not later than 9:30 PM.

Discussion on these items took place.

A re-organization of the agenda brought up Action Item IV 11 – Acceptance of Response to Management Letter whereby a question and answer period with Raymond Preusser, Independent Auditor, took place.

- Process of audit and response from Auditor
- Responsible party for the financial documents, management letter
- Timelines
- Capital Reserves
- Employee Benefits
- Signatures on the reports
- Board policies

Mr. Preusser agreed to come back for a special workshop for discussion on the District's financials could take place. Board members were asked to submit their questions prior to the meeting. The District Clerk will coordinate a date for the meeting.

- On motion of Liz Miller, second by Julie Darling, the Board of Education unanimously accepted the Response to Management Letter.

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**On motion of Liz Miller, second by Julie Darling, the following Action Items (#1-10) were unanimously approved:**

- **Treasurer's Reports from 11/1/2008 – 11/30/2008 General Fund, Trust & Agency Fund, Special Aid Fund, Capital Fund, School Lunch Fund**

**PERSONNEL ACTION**

**APPOINTMENTS:**

**Upon the recommendation of the Interim Superintendent to appoint Steven Mellor to tenure, Science Teacher – effective 1/9/2009**

**Upon the recommendation of the Interim Superintendent to appoint Rick Ingraham as Modified Wrestling Coach @ \$1,390.00 – effective 11/19/2008**

**Upon the recommendation of the Interim Superintendent to appoint the following person to the 2008-2009 Non-Instructional Substitute List: Burhans, Jennifer – Bus Driver – effective 11/7/2008**

**CHANGE IN HOURS:**

**Upon the recommendation of the Interim Superintendent to increase the hours of Caren Alderman – Bus Attendant – from 3.5 hours per day to 4.5 hours per day – effective 10/13/2008**

**Upon the recommendation of the Interim Superintendent to increase the hours of Virginia Matson – Bus Attendant – from 6.75 hours per day to 7.5 hours per day – effective 10/13/2008**

**RESIGNATION:**

**Upon the recommendation of the Interim Superintendent to accept the resignation of John Parkinson as Bus Driver – effective 1/9/2009**

**CHANGE IN IMPARTIAL HEARING OFFICER LIST:**

**Edward Luban – Deleted – effective 11/21/2008**

**RECOMMENDATIONS OF THE COMMITTEE ON SPECIAL EDUCATION**

- **Approval of the following recommendations of the Committee on Special Education: 000063017, 101787, 102914, 102086, 51410, 102871, 102872, 102524, 102088, 102848, 000100129, 000086812, 000029866, 000032410, 100773, 0000100098, 102837, 000030613, 000002916, 102064**

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**- RESOLVED: That the Board of Education of the Berlin Central School District hereby approves the following amendments to the 2008-2009 Questar III Final Service Request:**

- Deletion of 51410 from Auto Services I Program – effective 9/5/2008
- Addition of 14310 to Auto Services I Program – effective 9/5/2008
- Deletion of 36210 from Crossroads Program – effective 11/21/2008
- Addition of 36210 to Challenge Program – effective 11/24/2008
- Deletion of 000080611 from Challenge Program – effective 12/9/2008

**- RESOLVED: That the Board of Education of the Berlin Central School District hereby approves the 2008-2009 health services contract with the North Greenbush Common School District in the amount of \$2,867.34 for 14 students**

**- RESOLVED: That the Board of Education of the Berlin Central School District hereby approves the following 2008-2009 MS Student Council fundraisers:**

- Children’s Hospital Heart Icons to benefit The Children’s Hospital at Albany Medical Center
- Ziti Dinner/movie to benefit The Children’s Hospital at Albany Medical Center
- St. Patrick’s Day Dance and End of the Year Dance to benefit the MS Student Council

**- RESOLVED: That the Board of Education of the Berlin Central School District hereby approves the following budget transfers:**

Code From	Code To	Amount	
9901.9500	2110.4900	\$64,542.00	
1310.1500	1310.4900	\$60,000.00	
8070.4900	1680.4900	\$28,200.00	
1620.4540	5510.4500	\$6,800.00	Total
	5510.4000	\$2,910.00	\$9,710.00
5510.2000	5510.4000	\$5,499.00	
2060.4900	1680.4900	\$3,290.00	

**- Approval of the 2008-2009 late transportation request for 020592BR to LaSalle School**

**- RESOLVED: That the Board of Education of the Berlin Central School District hereby accepts, with appreciation, the following donations:**

From	Description	Value
Joe Rechen	Vito Clarinet #59795	\$125.00
	Holton Trombone #144095	\$140.00
	Conn Trombone #327157	\$125.00
Jennifer Burhans	Holton Trumpet #440305	\$125.00
Monica Shupe	Bundy Clarinet# 209739	\$100.00

- Approval of the 2008-2009 Tax Collector's Preliminary Report

**Berlin Central School District  
Tax Collector's Preliminary Report  
For Fiscal Year 2008 - 2009**

TOWN	ASSESSED VALUE	TAX RATE	TOTAL	ASSESSMENT ADJUSTMENT	FINAL ROLL	COLLECTED	2% PENALTY	UNPAID TAXES	ADJUSTED STAR
BERLIN	\$ 2,016,648.00	57.597457	\$ 116,153.80	\$ (863.96)	\$ 117,017.76	\$ 1,436,627.22	\$ 2,016.38	\$ 308,445.27	\$ 285,724.28
GRAFTON	\$ 2,164,923.00	175.615294	\$ 380,193.59	\$ -	\$ 380,193.59	\$ 1,629,323.54	\$ 2,241.79	\$ 202,158.50	\$ 333,449.69
PETERSBURGH	\$ 1,349,735.00	25.485236	\$ 34,398.32	\$ -	\$ 34,398.32	\$ 936,893.91	\$ 1,623.84	\$ 167,749.00	\$ 245,137.92
POESTENKILL	\$ 263,040.00	61.291655	\$ 16,122.16	\$ -	\$ 16,122.16	\$ 198,510.73	\$ 345.84	\$ 19,846.38	\$ 44,681.64
STEPHENTOWN	\$ 2,457,775.00	47.997157	\$ 117,966.21	\$ (2,404.65)	\$ 120,370.86	\$ 1,896,113.42	\$ 2,377.26	\$ 258,403.18	\$ 350,974.55
TOTALS	\$ 8,252,121.00		\$ 664,834.07	\$ (3,268.61)	\$ 668,102.68	\$ 6,097,468.82	\$ 8,605.11	\$ 956,602.33	\$ 1,259,968.08
						\$ 8,605.11	Penalties		
						\$ 12,517.71	Refunds		
						\$ 5,658.88	Returned Checks		
						\$ 6,124,250.52	Total Deposit		

**The Superintendent's Report was given over to HS Principal, Dennis Healy and MS Principal, Cathie Allain for a report out on a distance learning program that is currently being used at the Schodack Central School District.**

**The report included:**

- **Purpose of distance learning – to offer additional learning experiences for students, staff and the community.**
- **Capabilities – to add distance learning services and internet services which include 5 mega bite capacity.**
- **Advantages – helps to support the goals of the district vision, develops 21<sup>st</sup> century skills for optimal student performance, offers course variety in math and science, offers more advanced-level electives, builds a better secondary program with more choice and provides needed college level courses, supports the middle school program, offers professional development opportunities and creates community partnerships**
- **Potential Course Offerings – bio-ethics, psychology, civil war etc...**
- **Scheduling – minimal conflicts to adjust to course offered times for seniors, teaches student independence, host programming, optins offered after school hours**
- **Time Lines – initial set up at Schodack took 18 months, new program would require analysis of Berlin site, room configurations, budget would be contingent on analysis, requires summer months for installation of equipment, time to educate stakeholders**
- **Necessary Equipment – carpeted room, electrical wiring, 5 mb line, furniture, 36" monitors, lap tops with cart, remote camera, projector, microphones, sound proofing boards, screen, fax machine, DVD player**
- **Cost Estimates – initial equipment \$72,000, initial net program \$52,220, successive years \$6,804, room remodeling costs**
- **Program Evaluation – survey of students, staff, results tabulated**
- **Invitation was extended from Schodack for Board/Administration/Student visit**

**The third reading of Board Policy 5.510-08 Meal Charge Policy took place. -On the motion of Liz Miller, second by Tom Morelli, the Board of Education unanimously approved Board Policy 5.510-08 Meal Charge Policy.**

**In other business, Don French requested additional information on the radon testing, math testing, a breakdown of costs on the basketball/volleyball court project, and a review of District's insurance coverage. Interim Business Administrator, Scott Hunter, announced that he had contacted the District's insurance carrier and they would be coming out to do an audit.**

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**Calendar of Meetings**

**Tuesday - January 20, 2009 – Regular Meeting – Jr/Sr High School – 7:00 PM**

**On motion of Julie Darling, second by Liz Miller, executive session to discuss personnel items was entered at 9:46 PM, with public session resuming at 10:19 PM on motion of Julie Darling, second by Liz Miller.**

**The meeting was adjourned at 10:20 PM on motion of Liz Miller, second by Julie Darling.**

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**Mary M. Grant, District Clerk**