

**OFFICIAL MINUTES
BOARD OF EDUCATION MEETING
Bolivar-Richburg Central School**

DATE: February 21, 2012

TIME: 7:00 PM

PLACE: Bolivar Building Conference Room 107

BOARD MEMBERS PRESENT: Charles Bessette
Michael Church
Guy Gilliland
Carol Greene
Robert Mead
Burdette Merrell

BOARD MEMBERS ABSENT: David Herne

OTHER PEOPLE IN ATTENDANCE: Marilyn Capawan, Superintendent
Jenny Bilotta, School Business Administrator
Connie Emery, District Clerk

A regular meeting of the Bolivar-Richburg Central School District board of Education was held on February 21, 2012, at 7 PM in Conference Room 107 of the Bolivar building. David Herne was absent.

Superintendent: Que Centre update and APPR update.

School Business Administrator: Presented Tax Cap Calculation

Motion made by Burdette Merrell and seconded by Carol Greene to approve the minutes of the February 7, 2012 Board of Education meeting. Unanimously carried. Minutes

Consent Agenda:

Motion made by Guy Gilliland and seconded by Robert Mead to approve the following consent agenda items:

- To approve the Treasurer's Report for the Payroll, Lunch, General Checking, General Savings, General Investments, Activities, and Trust & Agency Funds as of January 31, 2012. Treasurer's Report
- To approve the following CSE/CPSE recommendations for the following students #5446, 7087, 10121, 10230, 40037, 40084, 40164, 40165, 40213, and 10094. CSE/CPSE Recommendations

These items were unanimously carried.

Items for Board Action:

- Motion made by Burdette Merrell and seconded by Carol Greene to approve an overnight trip by the FCCLA to Callicoon, New York on March 28 – March 31, 2012. Unanimously carried. FCCLA Trip

- Motion made by Burdette Merrell and seconded by Robert Mead to approve the following extracurricular appointments for the 2012 spring season: Extracurricular

Jeff Margeson – Volunteer Assistant Varsity Baseball Coach
Stanley Harris – Varsity Softball Coach
Robert Murphy – Modified Baseball Coach
Brett Lewis – Modified Softball Coach

Unanimously carried.

- Motion made by Burdette Merrell and seconded by Carol Greene to add Mason Pettibone to the substitute bus driver list. Sub. Bus Driver
- Motion made by Michael Church and seconded by Robert Mead for the second reading and adoption of the following new and revised policies: New & Revised Policies

5651 – Energy Conservation in the School District (new)
7580 – Pediculosis (Head Lice) (new)
8370 – Animals in the School (Instructional Purposes) (new)
1334 – Duties of the External (Independent) Auditor (revised)
7220 – Graduation Requirements/Early Grad./Accelerated Programs (revised)
7512 – Student Physical (revised)
7513 – Administration of Medication (revised)
8110 – Curriculum Development, Resources and Evaluation (revised)
8430 – Independent Study (revised)

Unanimously carried.

- Motion made by Robert Mead and seconded by Burdette Merrell to participate in the BOCES of Western, New York/WNYRIC Technology Power Management/End Point Management Program as follows: BOCES Tech. Power Manage.

WHEREAS: the Board of Education for the Bolivar-Richburg Central School District of New York State (the “School District”) recognizes the importance of energy conservation and is committed to the analysis, development and initiation of conservation measures throughout the District for the purpose of reducing energy consumption and energy costs in an effort to contain property tax increases and protect natural energy resources; and

WHEREAS: the electricity used by common computer equipment represents a significant portion of the electricity used in the School District; and

WHEREAS: the School District purchases a majority of its technology services through the BOCES of Western New York/Western New York Regional Information Center (WNYRIC); and

WHEREAS: The BOCES of Western New York/WNYRIC has negotiated with a vendor to provide a Power Management/End Point Management software program, which will allow the control and distribution of a computer power management program at a substantially lower cost than market value; and such software is capable of reducing the electricity used by computers by automatically “powering off” computers at night and on weekends; and

WHEREAS: the use of such software will help the School District achieve substantial energy savings estimated at up to \$40/computer per year, and additional savings related to the reduction in the number of manpower hours needed every time a software upgrade is needed on each computer in the School District; and

WHEREAS: that the BOCES of Western New York/WNYRIC anticipates that any cost increases associated with the purchase and maintenance of the software will initially be covered by the school district’s current participation service amount; and

WHEREAS: The BOCES of Western New York/WNYRIC will notify the School District of any future increases to the service budget related to this program, and will give the School District a chance to drop the program before any increases are implemented; and

NOW THEREFORE BE IT RESOLVED: that the School District wishes to participate in the Cooperative Technology Power Management/End Point Management program conducted by the BOCES of Western New York/WNYRIC in accordance with Education Law section 1950 and General Municipal Law section 119(o).

Unanimously carried.

- Motion made by Michael Church and seconded by Guy Gilliland to adopt this Annual Professional Performance Plan (APPR Plan) for those of its classroom teachers who will become covered by the annual performance review provision of Chapter 103 of the Laws of 2010 during the 2011-2012 school year. APPR Plan

(1) Definition of Covered Teachers

This APPR Plan will apply only to classroom teachers of common branch subjects or English language arts or mathematics in grades four to eight.

(2) Ensuring Accurate Teacher and Student Data

The District shall provide accurate data to the State Education Department (the “SED”) in a format and timeline prescribed by the Commissioner. The District shall also provide an opportunity for every covered teacher to verify the subjects and/or student rosters assigned to him/her. The Data Coordinator shall be in charge of collecting the required data, overseeing changes in and maintenance of the local data management systems, and ensuring the accuracy of the data. The Data Coordinator shall have the authority to assign tasks and deadlines, as required.

(3) Reporting Individual Subcomponent Scores

The Data Coordinator shall be responsible for reporting to the SED the individual subcomponent scores and the total composite effectiveness score for each covered classroom teacher and building principal in the District, and shall do so in a format and timeline prescribed by the Commissioner.

(4) Development, Security and Scoring of Assessments

The Data Coordinator shall be responsible for overseeing the assessment development, security, and scoring processes utilized by the District under this APPR Plan, and shall take steps to ensure that any assessments and/or measures used to evaluate teachers and principals are not disseminated to students before administration, and that teachers and principals do not have a vested interest in the outcome of the assessments they score.

(5) Details of the District’s Evaluation System

The details of the District’s Chapter 103 evaluation system cannot be described at this time because those details must be determined through collective negotiations with the bargaining agent of the covered teachers, and such negotiations have not been finalized. Upon the completion of the negotiations, this APPR Plan will be amended to reflect the agreed-upon procedures.

(6) Details of Timely and Constructive Feedback Provided to Teachers

The details of how the District shall provide timely and constructive feedback to teachers under Chapter 103 cannot be described at this time because those details must be determined through collective negotiations with the bargaining agent of the covered teachers, and such negotiations have not been finalized. Upon the completion of the negotiations, this APPR Plan will be amended to reflect the agreed upon procedures.

(7) Appeals of Annual Professional Performance Reviews

The details of the District’s procedure for resolving appeals of annual professional performance reviews under Chapter 103 cannot be described at this time because those details must be determined through collective negotiations with the bargaining agent of the covered teachers, and such negotiations have not been finalized. Upon the completion of the negotiations, this APPR Plan will be amended to reflect the agreed upon procedures.

(8) Duration and Nature of Training Provided to Evaluators and Lead Evaluators

- (a) The "lead evaluator" is the administrator who is primarily responsible for a teacher's evaluation under Chapter 103. The term "evaluator" shall include any administrator who conducts an observation or evaluation of a teacher.
- (b) All evaluators shall successfully complete a training course that meets the minimum requirement prescribed in Chapter 103 and Section 30-2.9 of the regulations thereunder. Such training shall include application and use of the State-approved teacher practice rubric(s) selected by the District for use in evaluations.
- (c) Once an evaluator has successfully completed a training course meeting the minimum requirements prescribed in the law and regulations, he/she shall be deemed to be certified by the District as a lead evaluator.
- (d) Other details of the District's training for evaluators and lead evaluators, including the duration and nature of such training and the process for certifying lead evaluators, cannot be described at this time pending the outcome of collective bargaining negotiations with the representative of the covered teachers over the selection of a teacher practice rubric and other related negotiable issues. Upon the completion of these negotiations, this APPR Plan will be amended to reflect the agreed-upon procedures.
- (e) Nothing herein shall be construed to prohibit an evaluator who is properly certified by the State as a school administrator from conducting classroom observations or school visits as part of an annual professional performance review under Chapter 103 prior to completion of the training required by said Chapter or the regulations thereunder, as long as such training is successfully completed prior to completion of the annual professional performance review.

(9) Required Certificates

The District shall include with this APPR Plan any certifications required by the law or regulations upon the completion of collective negotiations with the bargaining agent of the covered teachers.

(10) Effect on Existing Collective Bargaining Agreements

Nothing herein shall be construed to abrogate any conflicting provisions of collective bargaining agreements in effect on July 1, 2010.

(11) Filing and Publication of APPR Plan

This APPR Plan shall be filed in the District Office, and shall be made available to the public on the District's website by September 10, 2011, or within ten days after its adoption, whichever shall later occur.

Unanimously carried.

- Motion made by Burdette Merrell and seconded by Carol Greene to add Kelly Walp to the Committee on Special Education Parent Member list for the remainder of the 2011-2012 school year. Unanimously carried. Sp. Ed. Parent Member

New Business: Discussion of new law that that expands the Open Meetings Law. Access Channel

Motion made by Michael Church and seconded by Robert Mead to adjourn the meeting at 7:57 PM, there being no further business. Unanimously carried.

Connie Emery
District Clerk