

New Paltz Central School District Board of Education  
Workshop Meeting – November 1, 2017 High School 7:00 PM  
**MEETING MINUTES**

**CALL MEETING TO ORDER**

CALL TO ORDER

Meeting was called to order at 6:00 PM by Michael O'Donnell, Board President.

**BOARD MEMBERS PRESENT:**

QUORUM CHECK

- Brian Cournoyer
- Alison Easton-excused
- Michael O'Donnell
- Kathy Preston
- Sophia Skiles
- Teresa Thompson
- Matthew Williams

**ALSO PRESENT:**

Maria Rice, Superintendent of Schools

**ROLL CALL**

ROLL CALL

The roll was called as reflected above.

**EXECUTIVE SESSION**

EXECUTIVE SESSION

Motion made by Brian Cournoyer and seconded by Kathy Preston that the Board of Education move into Executive Session at 6:00 PM for the purpose of discussing the school history or particular students in accordance with their FERPA rights, discussing matters made exempt by FERPA, discussing the employment history of a particular person, and discussing matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation. Motion carried 6 to 0 with 6 members voting.

**DISTRICT CLERK PRO-TEMPORE**

DISTRICT CLERK PRO-TEMPORE

Board President, Michael O'Donnell, appointed Maria C. Rice as District Clerk Pro-Tempore for the Executive Session portion of the meeting.

Out of Executive Session - Motion made by Sophia Skiles and seconded by Matthew Williams that the Board return to Public Session at 7:02 PM. Motion carried 6 to 0 with 6 members voting.

**CALL TO ORDER**

CALL TO ORDER

The Public Meeting was called to order at 7:10 PM by Michael O'Donnell, Board President.

**BOARD MEMBERS PRESENT:**

QUORUM CHECK

- Brian Cournoyer
- Alison Easton-excused
- Michael O'Donnell
- Kathy Preston
- Sophia Skiles
- Teresa Thompson
- Matthew Williams

**ALSO PRESENT:**

- Maria Rice, Superintendent of Schools
- Richard Linden, Assistant Superintendent for Business
- Connie Hayes, Director of Pupil Personnel Services
- Richard Wiesenthal, Principal, New Paltz Middle School
- Debra Hogencamp, Principal, Duzine Elementary School
- Gregory Warren, Director of Health, Physical Education & Athletics
- Dusti Callo, District Clerk
- Student Representative
- Members of the Public and Press

**ROLL CALL** The roll was called as reflected above.

ROLL CALL

**PLEDGE TO THE FLAG**

PLEDGE

**AGENDA CHANGES**

**AGENDA CHANGES**

Board President Michael O'Donnell asked for motion to remove Mark Pizzarello from item 12.8 and to approve the agenda changes. Motion made by Matthew Williams and seconded by Sophia Skiles to accept the changes to the agenda as amended. Motion carried 6 to 0 with 6 members voting.

**SPOTLIGHT ON PROGRAM**

**SPOTLIGHT ON PROGRAM**

- Duzine Elementary School: "Hooping it Up!"

Second grade students from Ms. Tomasetti's and Ms. Wilcox's class will highlight a popular Physical Education unit along with Physical Education teacher, Pat Barberio.

**PUBLIC COMMENTS**

**PUBLIC COMMENT**

- New Paltz Middle School Blood Drive History: Liz Martindale

**STUDENT REPRESENTATIVE REPORT**

**STUDENT REP**

- Grace Morrissey

New Paltz High School Senior Grace Morrissey reported on the end of the first quarter, early action and early decision for college applications, fall and winter sports, and Red Ribbon Week.

**SUPERINTENDENT'S REPORTS & DISCUSSION ITEMS**

**SUPT REPORT**

- SUPERINTENDENT'S COMMENTS

- SUPERINTENDENT'S REPORTS

- Ulster BOCES Program Overview: Dr. Charles Khoury, Ulster BOCES District Superintendent
- Special Education Opening Year Report: Connie Hayes, Director of Pupil Personnel Services and Special Education
- Indigenous Peoples Units Overview

Following the presentation of the Indigenous Peoples Units Overview, the board expressed an interest in featuring one of the units at a future board meeting under Spotlight on Program.

**BOARD COMMUNICATIONS**

**BOARD COMMUNICATION**

- Capital Project Update: Luis Rodriguez, The Palombo Group

**COMMITTEE REPORTS**

**CMTE REPORTS**

- Facilities Committee: Matthew Williams, Chair
- Policy Committee: Brian Cournoyer, Chair
- Legislative Action Committee: Sophia Skiles, Chair

**MINUTES OF MEETING**

**MINUTES**

Motion made by Brian Cournoyer and seconded by Kathy Preston that the Board of Education approve the following resolution: BE IT RESOLVED: that the New Paltz Central Schools Board of Education accept the minutes of the Regular Business Meeting of October 18, 2017. Motion carried 6 to 0 with 6 members voting.

**FINANCIAL REPORTS**

**FINANCIAL REPORTS**

- TREASURER'S REPORT-September 2017

Motion made by Brian Cournoyer and seconded by Sophia Skiles that the Board of Education accept the September 2017 Treasurer's Report. Motion carried 6 to 0 with 6 members voting.

**PERSONNEL (CONSENT AGENDA)**

**PERSONNEL**

Motion made by Matthew Williams and seconded by Sophia Skiles that the Board of Education approve the following personnel (consent agenda) resolutions, items 12.1 through 12.10:

**12.1 Leave Request – Administrative**

Recommendation - that the following resolution be approved: BE IT RESOLVED, that the New Paltz Central School District Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby approve an unpaid leave for the following administrative employee:

<b>Name</b>	<b>Title</b>	<b>Effective Dates</b>
Kathleen Clark-Simmons	Coordinator of Special Education	10/12/2017-1/17/2018

**12.2 Administrative Resignation**

Recommendation - that the following resolution be approved: BE IT RESOLVED, that the New Paltz Central School District Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby accept the resignation of Tracey (Shaffer) Predgo, Director of Technology, effective November 21, 2017 as set forth in a letter presented to the Board of Education Clerk on October 23, 2017.

**12.3 Request for Approval of Separation Agreement**

BE IT RESOLVED, that the New Paltz Central School District Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby approve the terms of a Separation Agreement dated October 26, 2017 by and between the New Paltz Central School District and Employee No. "00546" as presented to the Board at this meeting; (a copy of which shall be incorporated by reference within the minutes of this meeting); and

BE IT FURTHER RESOLVED, that the Superintendent is authorized to sign said Separation Agreement on behalf of the District. A copy of such Agreement shall be incorporated by reference within the minutes of this meeting.

**12.4 Instructional Appointment – Substitutes**

Recommendation that the New Paltz Central School District Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby appoint the following substitute teachers with remuneration as per rates established at the July 12, 2017 Organizational Meeting:

<b>Name</b>	<b>Effective Dates</b>
Megan Bowen	11/2/17 – 6/30/18
Sandy Goodman	11/2/17 – 6/30/18
Kristina Hughes	11/2/17 – 6/30/18
Michael Schwartz	11/2/17 – 6/30/18

**12.5 Instructional Appointment-Mentors**

Recommendation that the New Paltz Central School District Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby appoint the following instructional employee as a mentor for the 2017/2018 school year with remuneration as per NPUT contract:

**Name**

Barbara Weiner

**12.6 Instructional Leave Replacement Appointment - Extension**

Recommendation that the New Paltz Central School District Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby approve the extended leave replacement appointment of the following instructional employee for the 2017/2018 school year:

<b>Name</b>	<b>Title</b>	<b>Original Effective Dates</b>	<b>Extension</b>	<b>Step/Salary</b>
Rebecca Williams	Elementary Teacher	9/1/17 – 10/27/17	10/28/17 – 1/1/2018	MA Step 2 \$63, 900 (pro-rated)

**12.7 Non-Instructional Appointment**

The New Paltz Central Schools Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby appoint the following non-instructional employee:

<b>Name</b>	<b>Title</b>	<b>Effective Date</b>	<b>Salary</b>
Janine D'Antuono	Typist	11/02/2017	\$32,000/yr (pro-rated)

**12.8 Coaching Appointments**

The New Paltz Central Schools Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby appoint the following coaches for the 2017/2018 school year, with remuneration as per NPUT contract:

<b>Name</b>	<b>Title</b>	<b>Stipend</b>
Stuart Robinson	Boys Varsity Basketball	\$4,680
David Moore	Boys Modified Basketball	\$2,340
William DeFino	Girls JV Basketball	\$3,280
Melissa Gruver-LaPolt	Boys Varsity Swimming	\$3,860
Thomas Tegeler	Boys Varsity Swimming Asst.	\$3,740
Donald Bartlett	Indoor Boys Track	\$3,860
Kathy Rogers-Carroll	Indoor Girls Track	\$3,860
Ryan Pullman	Varsity Wrestling	\$4,680
Ryan McAleer	JV Wrestling	\$3,280
Ann Gregory	Varsity Nordic Ski	\$4,680
Andrew Wynn	Modified Wrestling	\$2,340
Kenneth Herrera	Boys JV Basketball	\$3,280
James Delmar	Girls Varsity Basketball	\$4,680
Mark Ruoff	Varsity Nordic Ski Asst.	\$3,740

**12.9 Home Tutors**

Recommendation - that the New Paltz Central Schools Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby appoint the following employees for the 2017-2018 school year:

**Name**

- Ronald Bonagura (retroactive as of October 23, 2017)
- Souad Kurzban (retroactive as of October 23, 2017)
- Karen M. Capobianco

**12.10 Appointment of Interim CSE Chair**

BE IT RESOLVED, that the New Paltz Central Schools Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby appoint Veronica Lytle as Interim CSE Chair effective November 2, 2017.

Motion to approve items 12.1 through 12.10 carried 6 to 0 with 6 members voting.

**NEW BUSINESS**

NEW BUSINESS

Motion made by [redacted] and seconded by [redacted] that the Board of Education approve the following resolution:

**14.1 Request for Approval of Committee on Special Education Recommendations and Student Placements**

Motion made by Brian Cournoyer and seconded by Teresa Thompson to approve the following:

Recommendation - that the following resolution be approved: BE IT RESOLVED, that the Board of Education of the New Paltz Central School District approve the Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) recommendations and student placements. 12992, 14768, 13056, 12845, 14781, 12921, 13229, 12252, 14557, 12082, 10008, 10912, 11036

Motion carried 6 to 0 with 6 members voting.

**14.2 First Reading of Policy 5662-Charging School Meals**

2017 5662

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Non-Instructional/Business Operations

**SUBJECT: CHARGING SCHOOL MEALS**

The Board of Education recognizes the importance of good nutrition and the impact on student learning. The Board of Education recognizes that, on occasion, students may not have enough funds to pay for a meal. To ensure that students do not go hungry, but also to promote responsible student behavior and minimize the fiscal burden to the district, the Board will allow students who do not have enough funds to “charge” the cost of meals to be paid back at a later date subject to the terms in this policy.

1. Elementary School and Middle School students may charge meals without limit; same
2. High School students may charge one meal. When that charge is paid, they can charge one meal again; same
3. Only regular reimbursable meals may be charged, excluding extras, à la carte items, and snacks;
4. Elementary School students may charge milk or a milk substitute.
5. All elementary and middle school student communications regarding unpaid meal charges shall be directly and solely with the parent/guardian (“parent”). No student in elementary or middle school will be told of unpaid meal charges.
6. A computer-generated point of sale system which identifies and records all meals, allows for automatic replenishment, as well as collects repayments will be used. Parents are encouraged to utilize the automatic replenishment option; and
7. Charged meals must be counted and claimed for reimbursement on the day that the student charged (received) the meal, not the day the charge is paid back. When charges are paid, these monies may not be considered “à la carte” transactions.

High School students eligible for free meals shall not be denied a reimbursable meal, even if they have accrued a negative balance from other cafeteria purchases. No student with unpaid charges will be prohibited from purchasing food if they have money that day.

When a student's account balance is a negative balance and a meal is thereafter charged, the District will discretely notify the parent of the balance, the process to refill the account, and the district's policy on charging school meals. This notification will continue regularly until the account is replenished. Parents must repay all unpaid charges remaining at the end of the year or before their child leaves the district, whichever occurs first.

The District shall also discretely notify parents of students with ongoing negative balances of the application process for free and/or reduced price meals. If a parent regularly fails to provide meal money and does not qualify for free or reduced price meals, the district may take other actions as appropriate, including notifying the local department of social services if neglect is suspected.

The school district shall notify parents/guardians in writing on an annual basis, at the start of the school year, and to families transferring into the district during the year, of the requirements of this policy. The policy shall also be published on the District website and may be included, as appropriate, in other district publications. All staff involved in implementing and enforcing this policy shall also be notified of these requirements and their responsibilities.

#### Unpaid Meal Charges and Debt Collection

Unpaid meal charges shall be considered "delinquent" in accordance with the district's accounting practices. The district shall attempt to recover unpaid meal charges before the end of the school year, but may continue efforts into the next school year. The district shall notify parents of unpaid meal charges at regular intervals, and may engage in collection activities. The district shall offer repayment plans, and may take other actions that do not result in harm or shame to the child, until unpaid charges are paid.

#### Account Balances

Remaining funds will be carried over to the next school year. When students leave the district or graduate, the district will attempt to contact the parents to return remaining funds. Parents may request, in writing, that funds be transferred to other students (e.g., siblings) or to unpaid accounts. Unclaimed funds remaining after three months may be absorbed by the school meal account.

#### Staff

Staff members are allowed to purchase food from the district's food services. However, all purchases must be paid for at the point of sale in cash or credit/debit card. Staff members are not allowed to charge meals to be repaid later.

Cross-ref: Policy 5660 (School Food Service Program [Lunch and Breakfast])

Ref: 42 USC §1779 (Child Nutrition Act of 1966)  
42 USC §§1758(f)(1); 1766(a) (National School Lunch Act)  
2 CFR §200.426 (accounting for debt in federal programs)  
7 CFR §§210.9 210.12; 210.19; 220.13; 245.5 (accounting in federal school meal programs)  
Healthy, Hunger-Free Kids Act (Public Law 111-296), §143  
USDA Report to Congress, Review of Local Policies on Meal Charges and Provision of Alternate Meals, June 2016, [www.fns.usda.gov/sites/default/files/cn/unpaidmealcharges-report.pdf](http://www.fns.usda.gov/sites/default/files/cn/unpaidmealcharges-report.pdf)  
Unpaid Meal Charges: Local Meal Charge Policies, USDA FNS Memo SP 46-2016 (07/08/16), [www.fns.usda.gov/unpaid-meal-charges-local-meal-charge-policies](http://www.fns.usda.gov/unpaid-meal-charges-local-meal-charge-policies)  
Unpaid Meal Charges: Guidance and Q&A, USDA FNS Memo SP 57-2016 (09/16/16), <https://fns-prod.azureedge.net/sites/default/files/cn/SP57-2016os.pdf>  
Unpaid Meal Charges: Guidance and Q&A, USDA FNS Memo SP 23-2017 (03/23/17), <https://fns-prod.azureedge.net/sites/default/files/cn/SP23-2017os.pdf>  
Unpaid Meal Charges: Clarification on Collection of Delinquent Meal Payments, USDA FNS Memo SP 47-2016 (07/08/16), [www.fns.usda.gov/sites/default/files/cn/SP47-2016os.pdf](http://www.fns.usda.gov/sites/default/files/cn/SP47-2016os.pdf)  
Overcoming the Unpaid Meal Challenge - Proven Strategies from Our Nation's Schools, USDA FNS Guidance Document (May 2017), <https://fns-prod.azureedge.net/sites/default/files/cn/SP29-2017a1.pdf>  
Student Meal Charge Policy, NYSED Guidance Memo, (5/30/17), <http://www.cn.nysed.gov/content/student-meal-charge-policy>

Adoption date:

14.3 First Reading of Policy 7133-Admission of Foreign Exchange Students

2008 2017

7133

1 of 2

Students

**SUBJECT: ADMISSION OF FOREIGN EXCHANGE STUDENTS**

The Board of Education recognizes that foreign exchange students can add to the cultural diversity and enrichment of the School District and, therefore, enhance the school environment and the school community. ~~As a general rule, foreign exchange students shall not be admitted to the District's schools for longer than one (1) school year.~~

Foreign students who possess a valid J-1 visa participating in an exchange program designated as an “Exchange-Visitor Program” by the United States Department of State will be admitted to the district's high school. The District retains the sole discretion to admit foreign exchange students and to deny admission to any student not meeting all of the requirements set forth in this policy. ~~The District shall retain the sole discretion to deny admission to any student who does not meet the requirements set forth in this policy.~~ The District may also terminate any approval of a foreign student program when the Board believes that it would be in the best interest of the District.

Foreign exchange students may be admitted to the district high school for a one-year academic program. A written request to admit a foreign exchange student must be submitted to the Superintendent who shall review the student's file, along with the High School Principal, to determine that all requirements have been met.

- a) All foreign exchange students seeking admission into the District must participate through a recognized foreign exchange program approved by the Superintendent of Schools.
- b) All foreign exchange students must be formally accepted into the District, in writing, by the Superintendent of Schools or designee **prior to being brought into the district by a foreign exchange student program.** The Superintendent shall consult with the Building Principal prior to acceptance or rejection of an application.
- c) Foreign Exchange students will be allowed to attend school and will be provided bus transportation to and from school free of charge.
- d) The district will accept no more than four (4) foreign exchange students in a school year.
- e) The district must be notified by the agency and approved by the district no later than August 1, preferably via student registration.
- f) Exchange student sponsors must be New Paltz Central School District residents, as all exchange students admitted to the New Paltz High School must reside within the New Paltz Central School District.

Foreign exchange students must:

- 1. Have demonstrated sufficient scholastic achievement in his/her home school to indicate the possibility of success in the District school they will attend.
- 2. Ensure that their academic records and credentials are available to school officials in advance of the student's admission.
- 3. Be in good health and provide an immunization record.
- 4. Have health and accident insurance in acceptable form to the District.
- 5. Enroll in the District on a full-time basis for one (1) semester, or, one (1) school year.
- 6. Agree to comply with the Code of Conduct of the School District.

A foreign exchange student's enrollment in the School District may be terminated at any time by school officials for failure to abide by the established guidelines, including:

- a) Failing grades in two or more courses of study;
- b) Failure to conform to established rules and regulations;
- c) Failure to conform to the regulations established by the sponsoring organization; and/or
- d) Excessive absences.

Foreign exchange students will be treated as nearly as possible like any other student in the school, including grading, and will be encouraged and allowed to participate in all school activities and special events.

Ref: 22 CFR Part 62 (Exchange Visitor Program) §62.25 (Secondary School Students)  
8 CFR 214.2(j) (Special Requirements for Admission, Extension and Maintenance of Benefits for Exchange Aliens)  
Education Law §§1709(13), 3202  
*Matter of Jones*, 24 EDR 11,335 (1984)

Adopted: 7/16/08

Revised:

**OTHER DISCUSSION**

None.

OTHER DISCUSSION

**PUBLIC COMMENTS**

None.

PUBLIC COMMENT

**ADJOURN**

Motion made by Brian Cournoyer and seconded by Kathy Preston that the Board adjourn at 9:12 PM.

Motion carried 6 to 0 with 6 members voting.

ADJOURN

Respectfully submitted,

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Dusti Callo  
District Clerk