

DRAFT

**Horseheads Central School District
Work Session of the Board of Education
Multi-Media Center
High School South Wing
December 17, 2009**

Present: Apgar, Brinthead, Buck, Frederick, Gaylord, Holleran, Jacobus, Lively, Lynch, Stollo

Also Present: Christiansen, Hillman, Marino, Moyer, Stuart, K. Williams

Absent:

Call to Order: President Lynch called the meeting to order at 7:00 PM.

Minutes

Moved by Brinthead, seconded by Apgar.

RESOLVED, that the minutes of the Executive Session and Regular Session of December 3, 2009 Board of Education Meeting be approved by the Horseheads Central School District Board of Education as amended.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar

Brinthead

Buck

Frederick

Holleran

Jacobus

Lively

Lynch

Stollo

MOTION CARRIED

Board President's Remarks

President Lynch welcomed everyone to tonight's Board Meeting. He stated that Director of Human Resources Judy Christiansen and Director of Student Services Kim Williams may not be in attendance as they are working the HINI Clinic at the Middle School/Intermediate School Complex.

Agenda Changes

President Lynch stated there will be an Executive Session to review the Superintendent's Mid-Year Self-Assessment. He also stated there will be an 8.3 Item added to the agenda which will be a State Aide Update from Dr. Marino.

Questions and Comments from the Public

There were no Questions or Comments from the Public.

Awards, Honors and Recognition

Superintendent Ralph Marino recognized the following honors and achievements:

- High School students Brittany Giradi, Kayla Howarth, Tyler Morley, Ashley Personius and Tyler Smith, along with Art Teacher Christine Malloy, who participated in this year's United Way Awards Ceremony. The students joined with students from other area schools to act as photographers on the red carpet as people arrived at the ceremony. Superintendent Marino is very appreciative of them given up their time to participate in this event.
- Assistant Superintendent Alice Learn, who has been invited by Corwin Press to write a review of Janet Hale's new book, "Curriculum Mapping for Administrators and Teacher Leaders." He is very proud of her.
- The staff at Gardner Road, who will give \$1,000 in gift cards to needy families. This is an annual tradition of the school to provide for twenty of its neediest families.
- Senior Meghan McDarby, who won the Daughters of the American Revolution Good Citizen Essay Contest. Each High School in the region submitted an essay. Superintendent Marino is very proud of Meghan.
- The Center Street Student Council and staff, who raised \$200 for the Heavenly Hats Foundation.

President Lynch thanked Director of Human Resources Judy Christiansen and Director of Student Services Kim Williams for helping to spearhead the final HINI Clinic which is presently being held tonight at the Intermediate School/Middle School Complex. He is very appreciative of everyone's efforts in making this clinic a success.

Presentations

Data Dashboard

The Board watched a demonstration of Data Dashboard, an on-line data program created by GST BOCES for the District. The plan is to put the site on the district web site so that a wide range of district information can be easily accessed by the public. The package was designed by David Bates from SCTBOCES. Technology Coordinator Gregg Moyer reviewed the design of the system. Information is able to be easily accessible by the individual building, grade level or subject area. Comments are listed below the graphs to provide better understanding of the graph followed by an explanation at the bottom of the page for a better understanding of the graph. There is a placeholder at the top of the page where the District is able to input information relating to the subject matter. Assistant Superintendent Learn shared feedback from the Parents Group at the High School. Some suggestions include: 1. Adding budget information, 2. Information regarding transparency and 3. Showing multi-year results and program information.

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Board Member Strollo stated this is a great start and inquired if we would go live with 2007-2008 data. Assistant Superintendent Learn stated the 2008-2009 State Report Card isn't ready yet; therefore, the most updated information would be the 2007-2008 data. President Lynch stated the data will continually be updated as it is received so that the most current data is available in a timely fashion. Board Member Lively stated the acronym for ELA should be written out as some may not be aware of what it stands for. He also stated the numbers one through four has to be explained as not everyone is familiar with the rating system for State assessments. Board Member Frederick stated it would be very beneficial if it were possible to link the school data with the school site. Assistant Superintendent Learn stated the District still needs to think about a title for this site as Data Dashboard is a copyright. President Lynch stated this is a tremendous start. He stated there will be a counter on the system so that we are aware of how many hits it receives.

Superintendent's Report

Strategic Plan Implementation Team Proposal

Superintendent Marino discussed the next steps in the Strategic Planning Process which involves forming a team to guide the implementation of the recently-approved plan. He explained that the District is required to have a shared decision-making team to direct the work of the District. This team is in place, to but is not active; it simply meets once every two years to revisit the district-wide shared decision-making plan, which is also required by the Commissioner's Regulations. Now that the District has a long-term district strategic plan and needs a team to direct its implementation, Ralph's proposal is to combine the two teams instead of having two separate teams doing parallel work. In this proposal, the new team would include the shared decision-making team members and stakeholders involved in the development of the Strategic Plan. The Board would make the decision on combining the teams and their work. The shared decision-making plan is due to be revisited in January. Ralph stated the proposal membership is a committee of 35 members with terms yet to be decided. Board Member Frederick stated she would like to see two student representatives from each the Middle School and the High School on the team instead of only one of each. This would support the students in the event that one may not be able to attend. Board Member Strollo agreed and further stated the Middle School students will be the youngest in a large group of adults and having two on the Committee will make it more comfortable for them. Board Member Lively asked for clarification regarding the team's task and what it will do. Superintendent Marino stated this team will guide the work that lies ahead with the Strategic Plan to make sure that we are not off track and have a representative voice. The Board will continue to be apprised of what is occurring through the Board representatives who are on the Committee. President Lynch stated everything comes back to the Board before any ultimate decisions are made. Student Board Representative Nicole Gaylord stated the student representative should be split among the grade levels due to the fact the students will have different opinions that are specific for the grade level and High

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School career. Superintendent Marino stated it would be a ninth and an eleventh grader who will serve two year terms. President Lynch stated there is a very nice cross representation of members who are being sought for this committee. It is just the start with more to come. This will be brought to the Board at the January Meeting for board action.

Update of District Initiatives

Superintendent Marino reviewed the District Initiatives. A few of the initiatives include: Long-Term Strategic Planning Process--The design of the Implementation Team and a rollout of the Plan will be presented to the stakeholders between January and June 2010. The District-Wide Shared Decision-Making Team is being discussed along with the Strategic Plan Implementation Team. Curriculum Mapping(Pre-K-12th) is on-going. The Special Education Program Review was given to the Board in February 2008. The Pre-Kindergarten and Kindergarten Program Review was made to the Board of Education on September 3, 2009. The Chemung County School Readiness Project, Technology, Full-Day Pre-Kindergarten Pilot(3 classrooms) started September 1, 2007 are all on-going. The Comprehensive ELA Approach/Process/Program, PreK-6 will begin in the spring of 2010 with tentative completion on September 1, 2013. The Common Quarterly Benchmark Assessments, PreK-8 is ongoing with full implementation by September 1, 2013.

State Aide Update

Superintendent Marino updated the Board on the recent announcement by Governor Paterson that the state would withhold 10% of the District's state aid(nearly \$100,000) and delay 19% of the STAR payment(\$4.5 million) due to the District in order to free up funds for state operations. Currently, there is no clarity on the matter, Ralph said, noting that five state education organizations have filed a lawsuit to stop the delay.

President's Report

Board President Lynch stated there isn't a report.

Assistant Superintendent's Report

Registration Process Update

Assistant Superintendent Alice Learn updated the Board on the Registration Process. She noted the District is working on a district-wide common registration process for new students. To date, a team has been looking at the process, revising forms and gathering feedback from administrators. The next step is to gather feedback from those who do the actual registering—the attendance clerks and office secretaries. Meetings have been scheduled for January.

Grade 5 Social Studies State Assessment

Assistant Superintendent Alice Learn reported that state assessments have begun. To date, Grade 5 students have taken the Social Studies Assessment, which is a K-4 program assessment, and teams of fourth and fifth grade

teachers have scored them. She also noted that the District is continuing to use the Mastery Manager Program to scan the bubble sheets prior to sending them to BOCES for scoring, so that teachers can log on to the program and see student results immediately.

High Tech High School Program Update

Director of Secondary Education Jay Hillman gave a status report on the Regional High Tech High School Program. The proposal is still in the discussion stages. The goal is to create a four-year technical high school program that prepares students for a successful transition into advanced post-secondary study of STEM(Science, Technology, Engineering and Math) or entrance into the local workforce. With the current state of the economy, funding is an important topic, but discussion continues. It will be up to the districts if they want to participate and go forward with the plan. He stated the goal is to start it in the fall of 2010. Mr. Hillman stated when the students graduate they are able to obtain an advanced diploma. It is also possible for the to receive college credit through Corning Community College. He stated this is a BOCES concept, therefore, the Horseheads Teacher’s Union would not be involved in the decision making process. Board Member Jim Lively stated this is a great concept and he is very excited about it. Board President Lynch thanked Mr. Hillman for the update.

School Business Administrator’s Report

Treasurer’s Report for October 2009

Moved by Jacobus, seconded by Frederick.

RESOLVED, that the Horsheads Central School District Board of Education approves the October Treasurer Report as submitted.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
Apgar			
Brinthaupt			
Buck			
Frederick			
Holleran			
Jacobus			
Lively			
Lynch			
Strollo			

MOTION CARRIED

Business Administrator Michael Stuart brought the October Treasurer’s Report to the Board for Board action.

Claims Auditor Report for October 2009

Moved by Jacobus, seconded by Frederick.

RESOLVED, that the Horsheads Central School District Board of Education approves the Claims Auditor Report for October 2009 as submitted.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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MOTION CARRIED

Business Administrator Michael Stuart brought the October Claims Auditor Report to the Board for Board action. He stated most of the comments refer to food purchases, however, there were a few confirming purchase orders.

Extra-Curricular Reports—High School and Middle School for October and November 2009

Moved by Brinthaupt, and seconded by Holleran.

RESOLVED, that the Horseheads Central School District Board of Education approves the Extra-Curricular Reports—High School and Middle School for October and November 2009 as submitted.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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MOTION CARRIED

Business Administrator Michael Stuart brought the October Treasurer's Report to the Board for Board action. He stated the Class of 2009 funds will be discussed under the Finance Report.

Increase in Appropriations(E-RATE Reimbursement from Spring Nextel)

Moved by Frederick, seconded by Jacobus.

WHEREAS, the appropriation expenditure for fiscal year 2009-2010 was approved and set on May 19, 2009.....AND.....

WHEREAS, the Horseheads Central School District has insufficient appropriated expenditures for this service.....THEREFORE.....

BE IT FURTHER RESOLVED, that the 2009-2010 budget be increased by \$2,382.44 and this increase be funded by the reimbursement to revenue code A980-27705.

The appropriation for the following codes should be increased:

A-1680-99-30-39-0219 \$2,382.44 Computer Hardware

A980-2770 \$2,382.44 Revenue – Prior Year

BE IT FURTHER RESOLVED, that the Horseheads Central School District authorize the expenditure of the sums set forth in the budget in the total amount of \$68,4670,5007.52.....AND.....

BE IT FURTHER RESOLVED, that such changes in appropriations become effective December 17, 2009.

BE IT FURTHER RESOLVED, that the Horseheads Central School District Board of Education authorizes the transfer of funds from code A1680-99-30-0219 to various equipment and contractual codes such as A1680-14-0490, A2110-99-0490 or other codes that are eligible for E-Rate reimbursement.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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- Apgar
- Brinthead
- Buck
- Frederick
- Holleran
- Jacobus
- Lively
- Lynch
- Stollo

MOTION CARRIED

Business Administrator Michael Stuart stated the Horseheads Central School District received \$2,382.44 from Sprint Nextel E-RATE discounts on phone services from prior years. This money is to be used towards purchasing district-wide computer equipment through BOCES.

OCM BOCES Energy Contract

Moved by Brinthead, and seconded by Frederick.

RESOLVED, that the Horsheads Central School District Board of Education approves the OCM BOCES Energy Contract as submitted.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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- Apgar
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- Buck
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- Lively
- Lynch
- Stollo

MOTION CARRIED

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Business Administrator Michael Stuart brought the OCM BOCES Energy Contract to the Board for Board action.

School Resource Officer Agreement with Village of Horseheads (July 1, 2009-June 30, 2010)

Moved by Jacobus, and seconded by Apgar.

RESOLVED, that the Horsheads Central School District Board of Education approves the School Resource Officer Agreement with Village of Horseheads (July 1, 2009-June 30, 2010) as submitted.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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MOTION CARRIED

Business Administrator Michael Stuart brought the School Resource Officer Agreement with Village of Horseheads(July 1, 2009-June 30, 2010) to the Board for Board action.

Director of Human Resources Report

Director of Human Resources Judy Christiansen reported that the final H1N1 clinic finished up tonight. With help from the District’s nurses and assistance from district-wide volunteers, the Health Department gave a second dose to nearly 900 students age 9 and under.

Director of Student Services Report

Director of Student Services Kim Williams stated there isn’t a report.

Student Representative’s Report

Update on High School Activities

Senior Nicole Gaylord, this year’s student representative on the Board, gave a report on events that are occurring at the High School. Nicole noted there are twenty-some days left in the first semester. It is also time for seniors to purchase yearbooks and caps and gowns. Nicole noted it is time for seniors to think about college admission and that scholarship deadlines are fast approaching. She stated the Variety Show will be held on January 9th at 7:00 PM in the Auditorium.

Legislative Liaison Report

Chair Rose Apgar stated there is no report.

Report from the Visitation Committee

Chair Rose Apgar stated the Superintendent gave this report earlier this evening.

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Report from the Athletic and Extra-Curricular Committee

Chair Mark Brinthaupt stated he is waiting for a report involving a conversation that was held with the High School's Rowdy Raiders group (approximately 25 students) regarding their behavior at an Elmira game that took place this past weekend. He said the subject is a work in progress. It was noted the students' behavior was a lot better at the last game and that there is a STACC-wide Code of Conduct and that Horseheads also has a Spectator Code.

Report from the Audit Committee

Chair Mary Beth Frederick stated the Committee has not met. It will meet on January 7th at 6:00 PM. She stated a survey was completed on-line which will be discussed at the January 7th meeting if she receives feedback by then.

Report from the Finance Committee

Chair Jim Jacobus stated the Committee met prior to tonight's meeting and discussed all the items under Agenda Item 11 – School Business Administrator's Report. He also reported that the District will have a school aid specialist looking for any unclaimed state aid that might be available to the District. The process does not cost the District anything unless funds are found and then the District would pay the specialist a percentage.

Report from the Outcomes and Assessment Committee

Chair Michael Buck stated the Committee reviewed a status report on the Junior ROTC Program proposal and a grant recently submitted to the ARTS of the Southern Tier Finger Lakes to bring an artist in residence to the school. The artist would work with staff in several content areas including physical education, music and other areas to integrate dance into their course content. He further stated the Gardner Road School Improvement Plan was reviewed and the school is waiting to hear on approval from the State Education Department.

Report from the Planning and Development Committee

Chair Pam Strollo stated there isn't a report.

Report from the Policy Referral/Review Committee

Chair Mary Beth Frederick stated the Committee has not met. A report will be presented at the January 15th meeting.

Questions/Comments from Board Members

There were no questions or comments.

Adjournment

Moved by Jacobus, seconded by Strollo.

RESOLVED, that the Horseheads Central School District Board of Education Meeting adjourned from its Regular Meeting of the Board of Education at 8:15 PM.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
Apgar			

Brinthaupt
 Buck
 Frederick
 Holleran
 Jacobus
 Lively
 Lynch
 Strollo
 MOTION CARRIED

Moved by Buck, seconded by Brinthaupt.
 RESOLVED, that the Horseheads Central School District Board of Education Meeting go into Executive Session at 8:17 PM to discuss the Superintendent's Mid-Year Self-Assessment.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar			
Brinthaupt			
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MOTION CARRIED

Moved by Jacobus, seconded by Frederick.
 RESOLVED, that the Horseheads Central School District Board of Education Meeting adjourn from the Executive Session at 8:41 PM and reconvene to the Regular Meeting of the Board of Education at 8:42 PM and adjourn from the Regular Meeting of the Board of Education at 8:43 PM.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar			
Brinthaupt			
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Frederick			
Holleran			
Jacobus			
Lively			
Lynch			
Strollo			

MOTION CARRIED

Respectfully Submitted By

Candy L. Maine,
 Candy L. Maine, District Clerk

