

DRAFT

**Horseheads Central School District
Regular Meeting of the Board of Education
Center Street Elementary School
April 1, 2010**

Present: Apgar, Brinthead, Buck, Gaylord, Holleran, Jacobus, Lively, Lynch, Strollo

Also Present: Marino, Scaptura, Stuart, K. Williams, S. 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 Horseheads Central School District Board of Education approves the minutes of the March 11, 2010 Budget Meeting and the March 18, 2010 Work Session as amended.

Ayes	Noes	Abstained	Absent
Apgar			
Brinthead			
Buck			
Frederick			
Gaylord			
Holleran			
Jacobus			
Lively			
Lynch			
Strollo			
MOTION CARRIED			

President's Remarks

President Lynch welcomed everyone to tonight's meeting and stated he is looking forwards to tonight's presentations. He reviewed the procedure for the Questions and Comments Section from the Public.

Agenda Changes

President Lynch stated there are no Agenda Changes, however, there will be an Executive Session to review CSE recommendations.

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:

- The District on being awarded a School Safety Excellence Award at the Titanium Level by Utica National Insurance Group. Superintendent Ralph Marino stated this is definitely a team effort and he is very proud of our District for receiving this award.
- The High School Band students and staff for their performance with the Ithaca College Concert Band on March 31st. The concert featured "Cement 13", a piece commissioned by the High School to composer Christopher Tucker, who directed the students in the piece at the concert. Tucker also worked with the Middle School Concert Band on March 30th and directed them in a performance of his piece, "Gulf Breezes".
- High School students Chad Martin, Ben McAdoo, Matteo Scaptura, Zach Hogan and James Snyder on being selected to represent the High School at Boys State. He is very proud of these boys.
- Grade 8 students and Social Studies Teachers for their hard work at the World War II Teach-In held on March 30th. Ralph read an email from one of the participants, noting how the students were very polite and respectful.
- High School Social Studies Teacher Jeff VanZile on being honored by the National Society of High School Scholars as a Class Nobel Educator of Distinction. A student being honored by the organization gave Jeff's name as a role model and positive influence.

Presentations

Big Flats PTO Update

Big Flats PTO Representatives Lynette Hampton and Laurie Tarantino presented the Board with an update of the Big Flats PTO activities and events and "What Makes Big Flats Elementary School Special." They stated that Big Flats Elementary School is a community that is full of wonderful people who would do anything to make our children's learning environment memorable. The children realize this which puts the parents at ease when they send their children to school each morning. The Parents Association provides many activities to the students of the school such as Dr. Vargas who teaches about teeth with the kids, Sandy and Dr. Marty Williams who presents the gift of Science to the School on Science Night, Trisha Huton who takes the third and fourth graders to the Big Flats Community Center and teaches them about gardening, cooking and also provides the students with Game Day. The students also provide Community Service through the gift of giving bags to those in need such as the Penny Drive for Hati.

Big Flats School Presentation

The Big Flats Elementary School Site-Based Team gave a report on "What Makes Big Flats Elementary Special." The Team reviewed data from the Community Engagement Survey and District Performance Scan as part of the data-gathering for the District's Strategic Plan. The data showed very positive

results for school culture, so the Site-Based Team took the research further to find out what specific areas students, parents and staff appreciated about the school. The areas identified were trust and collaboration, communication, approachable and visible staff, empathy, caring and a nurturing Environment.

Superintendent’s Report

Tentative 2010-2011 School Calendar

Superintendent Ralph Marino presented the Board with the tentative 2010-2011 School Calendar for discussion only. He stated the only date that still has not been decided is the Regents dates for 2011. He also stated that the calendar follows the BOCES calendar.

Girls Varsity Lacrosse Team Trip to Virginia Beach(April 20-23, 2010)

Moved by Jacobus, seconded by Brinthaup.

RESOLVED, that the Horseheads Central School District Board of Education approves the Girls Varsity Lacrosse Team Trip to Virginia Beach from April 20-23, 2010.

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

MOTION CARRIED

Superintendent Ralph Marino brought the request for the Girls Varsity Lacrosse Team Trip to Virginia Beach from April 20-23, 2010 to the Board for Board Action. He stated the girls will play two games and will travel together to continue to build camaraderie and team cohesion. The monies used to fund this trip have been obtained through the girls’ parents and fundraisers. It is of no cost to the taxpayers.

Boys Varsity Baseball Team Trip to Myrtle Beach(April 19-23, 2010)

Moved by Jacobus, seconded by Brinthaup.

RESOLVED, that the Horseheads Central School District Board of Education approves the Boys Varsity Baseball Team Trip to Myrtle Beach from April 19-23, 2010.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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- Apgar
- Brinthaup
- Buck
- Frederick
- Gaylord

Holleran
Jacobus
Lively
Lynch
Strollo

MOTION CARRIED

Superintendent Ralph Marino brought the request for the Boys Varsity Baseball Team Trip to Myrtle Beach from April 19-23, 2010 to the Board for Board Action. He stated the purpose of the trip is to expose our student athletes to the experience of traveling together as a team, visit some of the local colleges, build camaraderie and team cohesion, have fun and continue to develop friendships that will last a lifetime. The monies used to fund this trip have been obtained through the boys' parents and fundraisers. It is of no cost to the taxpayers.

2010-2011 State Budget Update

Superintendent Ralph Marino updated the Board on the status of the State budget. The legislature did not meet the April 1st deadline for approving a budget and is on break until April 7th. Ralph also noted that he will meet with the association's presidents and teacher leaders on April 6th and will hold two Staff Forums on April 7th. The Board's final Community Budget Workshop will be held on April 8th in Veteran. The Board will vote on adopting the proposed 2011-2012 Budget on April 15th.

President's Report

Report on March 10, 2010, NYSSBA Webinar

President Brian Lynch presented the Board with an overview of the March 10, 2010 NYSSBA Webinar that was held. He stated it was an outstanding Webinar with four Board members in attendance. An overview of the school's funding was presented. The following items were discussed: state aid cuts, the Reserve Fund, the Federal Stimulus Funds, Unfunded Mandates, on-going work that is taking place in the Capitol, etc. President Lynch stated that this year's average cut will be 6.7% district-wide with 34% of the New York State budget being education. It was interesting to hear that a lot of practices that NYSSBA recommends Horseheads is already doing. It was stated that the Districts need to be on the forefront of announcing District news not the media presenting it first to the public. A lot of visuals were used throughout the presentations. Board Member Mary Beth Frederick stated it is very gratifying to know that NYSSBA is supporting us and that we are presently using a lot of practices that were discussed in the Webinar.

Board of Education Evaluation by Central Office Administrators' Proposal

Board President Brian Lynch brought the proposal for the Board of Education to be evaluated by Central Office Administrators to the Board for discussion only. Brian stated this evaluation would be conducted by four or five administrators who generally attend the Board Meetings. There would be a list of approximately

twenty questions. It would be very similar to the Board Evaluation that is presently conducted. This does not have to be Board Policy. It would be a good source of input, open-end comments.

Board Member John Lively inquired if this would be as the whole Board body or as an individual? President Lynch stated it would be the full Board as one unit, a single entity. Board Member Mary Beth Frederick stated it is very important to know how we are viewed by the administrators as well as the public, therefore, she is in support of this proposal. Board Member Rose Apgar stated she feels the same and is also in support of this proposal. President Brian Lynch will give this proposal to Board Member Frederick to present to the Policy/Referral Review Committee to look at and maybe bring to the Administrative Team in May and then to the Board in June for Board action.

Assistant Superintendent’s Report

There wasn’t a report.

School Business Administrator’s Report

Transportation Efficiency Study Contract Between TAS(Transportation Advisory Services) and GST BOCES

Moved by Jacobus, seconded by Apgar.

RESOLVED, that the Transportation Efficiency Study Contract Between TAS(Transportation Advisory Services) and GST BOCES be approved as presented.

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

MOTION CARRIED

Business Administrator Michael Stuart brought the Transportation Efficiency Study Contract Between TAS(Transportation Advisory Services) and GST BOCES for Board action. He stated this is a two-week process that costs \$9,000 where they come in observe and make recommendations which will be shared with the District in May.

Extra-Classroom Activity Funds External Audit Corrective Action Plan

Moved by Jacobus, seconded by Brinthaup.

RESOLVED, that the Extra-Classroom Activity Funds External Audit Corrective Action Plan be approved as presented.

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

Business Administrator Michael Stuart brought the Extra-Classroom Activity Funds External Audit Corrective Action Plan to the Board for Board action. He stated this is in response to recommendations that stem from the External Audit.

Human Resource Director's Report

Human Resources Sub-Committee Recommendations

Moved by Brinthead, seconded by Jacobus.

RESOLVED, that the Human Resources Sub-Committee recommendations be approved as presented.

CIVIL SERVICE (NYS CLEARANCE FOR EMPLOYMENT RECEIVED)

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>
Crooker, Lisa	Substitute	03/05/10
Dickinson, Pamela	LTS Social Work Assistant/CS	03/08/10
McKibbin, Robert	Substitute	02/25/10
Stahle, Jamon	Substitute	03/08/10
Vincent, Maria	Substitute	03/08/10

CIVIL SERVICE SUBSTITUTE SUBSTITUTE/TEMPORARY APPOINTMENTS:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Crooker, Lisa	Sub Food Service Helper	03/02/10	\$7.25/hr.
Dickinson, Pamela	LTS Social Work Assistant/CS	03/08/10-4/5/10	\$17.00/hr.
Hodge, Timothy	Bus Driver (Driver in Training)	03/09/10	\$9.56/hr.
Huff, Mark	Student Lifeguard	02/23/10	\$7.25/hr.
Jerzak, Timothy	Student Lifeguard	03/19/10	\$7.25/hr.
Mulliner, Joellen	Sub T-Aide, T-Assistant	03/01/10	\$7.25-7.30/hr.
Robertson, Alexandra	Student Lifeguard	03/19/10	\$7.25/hr.
Stillings, Gretchen	Student Lifeguard	03/19/10	\$7.25/hr.
Vincent, Maria	Sub T-Aide, School Monitor	03/08/10	\$7.25/hr.

CIVIL SERVICE RESIGNATIONS:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>
Stanford, Kaye	Sr. Clerk Typist/Student Svcs.	03/11/10
Hough, Robyn	Bus Driver	03/26/10
Jankowski, Donna	Bus Driver	03/11/10

ADMINISTRATIVE APPOINTMENT:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Yorio, Monti Jean	ESY Program/Principal	7/5 – 8/20/10	\$74,000 (Prorated)

INSTRUCTIONAL LONG-TERM SUBSTITUTES:

	<u>STATUS/POSITION</u>	<u>CERTIFICATION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Bavaria, Melissa	MS/Resource Room	Special Education	3/15 – 6/30/10	\$40,809 (Prorated)
Malnoske, John	HS/Physical Education	Physical Education	3/30 – 5/21/10	\$40,809 (Prorated)
Newell, Christine	GR/Contract Sub Elementary		3/11 – 6/30/10	\$41,176 (Prorated)
Schrock, Shavon	IS/Grade 6	Elementary	5/7 – 6/25/10	\$39,881 (Prorated)
Sherwood, Naomi	IS/Grade 5	Elementary	4/27 – 6/25/10	\$39,141 (Prorated)

INSTRUCTIONAL CONTRACT SUBSTITUTES:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Kincaid, Jennifer	IS/Contract Sub	5/7 – 6/25/10	\$75/Day
Schlock, Diann	GR/Contract Sub	3/12 – 6/30/10	\$75/Day

INSTRUCTIONAL SUBSTITUTES (NYS CLEARANCE FOR EMPLOYMENT RECEIVED):

	<u>STATUS/POSITION</u>	<u>PREFERENCE</u>
Brate, John P.H.	Certified	Elementary/Secondary
Hunter, Chad	Non-Degreed	Secondary
Swartout, Beverly	Non-Degreed	Elementary

INSTRUCTIONAL LEAVE OF ABSENCE:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>
*Caldwell, Larry	MS/Technology	11/11/09 – 04/05/10 (medical-paid)
* Johnson, Deborah	MS/Resource Room	3/12 – 6/30/10 (Maternity – paid)
Johnson, Melissa	MS/Spanish	3/10 – 5/5/10 (medical - paid)
Roberts, Collette	HS/Reading	3/3 – 4/2/10 (medical – paid)
Scanlon, Betsy	GR/Kindergarten	3/11 – 6/30/10 (maternity – paid)
* Extended Leave		

SABBATICAL LEAVE REQUESTS:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>
Wheeler, Jeremy	IS/Grade 6	5/7 – 6/25/10 (paid)
Maloney, Debra	HS/Social Studies	1/24/11 – 6/24/11 (paid)
(Please see attached information on Ms. Maloney's request)		

HOMEBOUND TUTORS:

Cuyle, Blair	\$16/Hr.
Hynes, William	\$18/Hr
Maloney, Debra	\$18/Hr.

EXTRA-CURRICULAR STIPENED APPOINTMENTS:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>STIPEND</u>
L' Amoreaux, Maria	Language Club Advisor (Split)	2/2 – 6/30/10	\$519
Gaydos, David	Language Club Advisor (Split)	2/2 – 6/30/10	\$519

Ayes Noes Abstained Absent

Apgar
Brinthaupt
Buck
Frederick
Gaylord
Holleran
Jacobus
Lively
Lynch
Strollo

MOTION CARRIED

Board Member Mark Brinthaupt brought the Human Resources Sub-Committee recommendations to the Board for Board action. He stated there are no retirements; however, there are two Sabbatical Leave requests that will be granted once the Consent Agenda has been approved.

Director of Student Services Report

There isn't a report.

Legislative Liaison Report

Board Member Rose Apgar stated there isn't a report.

Report from the Visitation Committee

March 26th Tour of Big Flats Elementary School

Chair Rose Apgar reported on the Committee's visit to Big Flats Elementary School on March 26th. She stated the school is in excellent shape and that the School's Cleaner Marti Heater should be commended for how clean she keeps the school. She noted as the tour was being conducted the students were very polite and very busy with different activities throughout the building. The artwork that is displayed is fantastic and very remarkable to be of such high quality from such a young group of kids. Future work that will be completed at the school includes the T5 lights that will be replaced in the gym and a new hot water tank will be installed. There are 415 students with every room fully occupied. Board Member Mary Anne Holleran stated "nurturing" is the perfect word for this school and its staff. This was the feeling that was felt as she toured throughout the school. The teachers are very encouraging who make you feel welcome. This tour was a very positive experience. Board Member Jim Jacobus stated he has visited Big Flats Elementary School every year since he has been on the Board as this was his school when he was a child.

Report from the Athletic and Extra-Curricular Committee

March 23, 2010 Meeting

Chair Mark Brinthaupt reported on the Committee's March 23rd meeting. He stated the purpose of the meeting was to review the policy that was adopted about one and a half years ago. It appears that the High School Administrators and Director of Athletics Scott Williams have been doing such a fantastic job that

everything is under control throughout the various buildings so that issues have not had to be brought in front of this Committee. There are some minor areas in the code that need to be changed so that the clarification is easier to understand. These changes will be brought to the Board for approval.

Report from the Audit Committee

Chair Mary Beth Frederick stated the Committee met with Jessica Lawrence, the District's Internal Auditor. The meeting centered on the scope and methodology of the audit, categories of risks, payroll and personnel, periodic payroll audits, pay school, extra-curricular activities, access to financial software and the reduction of the number of adjustments that are completed at the end of the year. She stated that the Superintendent also met with the Committee and reviewed some of the budget implications.

Report from the Finance Committee

There isn't a report.

Report from the Outcomes and Assessment Committee

There isn't a report.

Report from the Planning and Development Committee

There isn't a report.

Report from the Policy Referral/Review Committee

Current Board Policy 6721(Construction Contracts, Bidding and Awards) and Proposed Changes

Chair Mary Beth Frederick presented the Board with the first reading of current Board Policy 6721(Construction Contracts, Bidding and Awards) and Proposed Changes. Vice-President Michael Buck stated that looking at the next policy General Municipal Law(paragraph 2) seems to indicate that the law has changed. Should these two laws be consistent? Business Administrator Michael Stuart stated this has been our policy. We only changed the number(\$20,000 to \$35,000) not any of the laws. He further stated the last time this policy was reviewed was in 2008. The Superintendent will take care of this so that it is consistent.

Current Board Policy 6700(Purchasing) and Proposed Changes

Chair Mary Beth Frederick presented the Board with the first reading of Current Board Policy 6700(Purchasing) and proposed changes.

Current Board 4321.1(Allocation of Space for Special Education Programs and Services) and Proposed Replacement Policy

Chair Mary Beth Frederick presented the Board with the first reading of Current Board Policy 4321.1 Allocation of Space for Special Education Programs and Services and Proposed Replacement Policy.

Vice-President Michael Buck stated at the last meeting a lot of policies were passed that were similar to this subject. He stated it should be noted that these policies are unfunded mandates.

Current Board Policy 4321.3(Independent Educational Evaluations) and Proposed Replacement Policy

Chair Mary Beth Frederick presented the Board with the first reading of Current Board Policy 4321.3 Independent Educational Evaluations and Proposed Replacement Policy. She stated this is coming from NYSBBA. Vice-President Michael Buck stated that this is also an unfunded mandate.

Newly Proposed Board Policy 4325(Academic Intervention Services)

Chair Mary Beth Frederick presented the Board with the first reading of the newly proposed Board Policy 4325 Academic Intervention Services. Vice-President Michael Buck stated this is also an unfunded mandate. Superintendent Ralph Marino stated we are required by BOCES to update our special education programs.

**Report from the Human Resources Committee
Meeting of March 22, 2010**

Chair Mark Brinthaupt stated the majority of the March 22nd meeting was spent reviewing six tenure recommendations that will be presented to the Board for Board action. The school budget and re-examination of parameters on the agenda along with salaries were also discussed.

Questions/Comments from Board Members

Board Member Mary Anne Holleran stated it was a pleasure to attend Friday night's performance. It was wonderful.

Board Member Pam Strollo stated the Middle School Orientation that was held on Wednesday for incoming sixth graders was done in a very organized and concise manner. Principal Carl Guidotti and his staff did a very nice job in presenting the transition of grade 6 students to the Middle School. The Orientation was conducted to present the Middle School as a very caring community of staff who has the best interest of the students first and foremost.

Board Member Mary Beth Frederick commented on the World War II Event that was held at the Wings of Eagles. She stated the entire event brought tears to her eyes. No matter how hard it may be for the men who are Veterans to attend this event they continue to attend. It was very heart-warming to see how attentive the students were to the Veterans.

Vice-President Michael Buck acknowledged Grade 6 Teachers Michael Bostwick and Jeremy Wheeler for stepping out to advance their skills as an administrator. Teachers like them really provide a role model to the other teachers in the District. He also stated that Dr. Marino and himself appreciate what Deb Malone is doing in pursuing her bachelors. She needs to be commended for being a life-long learner.

Adjournment

Moved by Apgar, seconded by Jacobus.
RESOLVED, that the Horseheads Central School District Board of Education Meeting adjourned from its Regular Meeting of the Board of Education at 7:58 PM and go into Executive Session to review CPSE/CSE Recommendations.

Ayes Noes Abstained Absent

- Apgar
- Brinthead
- Buck
- Frederick
- Gaylord
- Holleran
- Jacobus
- Lively
- Lynch
- Strollo

MOTION CARRIED

Moved by Apgar, seconded by Jacobus.
RESOLVED, that the Horseheads Central School District Board of Education approve the CPSE/CSE Recommendations as presented.

Ayes Noes Abstained Absent

- Apgar
- Brinthead
- Buck
- Frederick
- Gaylord
- Holleran
- Jacobus
- Lively
- Lynch
- Strollo

MOTION CARRIED

Moved by Jacobus, seconded by Apgar.
RESOLVED, that the Horseheads Central School District Board of Education Meeting adjourned from its Regular Meeting of the Board of Education at 7:58 PM and go into Executive Session to review CPSE/CSE Recommendations.

Ayes Noes Abstained Absent

- Apgar
- Brinthead
- Buck
- Frederick
- Gaylord
- Holleran
- Jacobus
- Lively
- Lynch

Strollo
MOTION CARRIED

Moved by Jacobus, seconded by Apgar.
RESOLVED, that the Horseheads Central School District Board of Education Meeting adjourned from its Regular Meeting of the Board of Education at 8:04 PM.

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

MOTION CARRIED

Respectfully Submitted By:

Candy L. Maine

Candy L. Maine
District Clerk

