

**DRAFT**

**Horseheads Central School District  
Business Meeting of the Board of Education  
Gardner Road Elementary School  
November 18, 2010**

**Present:** Brinthaupt, Buck, Holleran, Jacobus, Lively, Lynch, Miller, Strack, Strollo

**Also Present:** Bailey, Brock, Christiansen, Hillman, Learn, Marino, McDonough, Scaptura, Squires, Suggs, K. Williams, S. Williams, Woodworth

**Absent:** Apgar

**Call to Order:** The President called the meeting to order at 6:00 PM.

**Minutes**

Moved by Brinthaupt, seconded by Jacobus.

RESOLVED, that the Horseheads Central School District Board of Education accepts the minutes of the Business Meeting of October 28, 2010 as amended.

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

- Brinthaupt
- Buck
- Holleran
- Jacobus
- Lively
- Lynch
- Miller
- Strollo

MOTION CARRIED

**President's Remarks**

President Lynch welcomed everyone to tonight's meeting. He stated he really enjoys traveling to the various schools and looks forwards to hearing tonight's presentations. President Lynch explained the process for the Questions and Comments Section which will be next on the agenda.

**Agenda Changes**

President Lynch stated there will be an Executive Session directly after tonight's Regular Session to approve CSE/CPSE recommendations.

**Questions and Comments from the Public**

There were no Questions or Comments from the Public.

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### **Awards, Honors and Recognition**

Superintendent Ralph Marino recognized the following honors and achievements:

- The Middle School students who collected \$1700 for UNICEF by “trick-or-treating” on Halloween. Ralph is very, very impressed with these students.
- The District staff who contributed more than \$9,000 to the United Way. He thanked everyone for their participation, especially the building representatives and Sue Pirozzolo who collected the donations. He is very grateful and appreciative of everyone who donated to the United Way.
- Big Flats Elementary School who is in 1005 Compliance for student immunizations. The auditor from the New York State Health Department commended the school and specifically the School Nurse Colleen Ignaszewski for the accurate and appropriate documentation of student immunizations. Ralph stated this was a surprise audit and he is very proud of the staff in the Big Flats Elementary Nurse’s Office.
- On October 7<sup>th</sup>, a group of juniors and seniors participated in the Corning Community College Math Day. The students took the test in class and the top five scores were submitted as the team score, which was good enough for their overall and placed them second in the size division. The top five scorers were Shaunak Amin, Danielle Burgess, Matt Eisner, Whitney Resue and John Weachock. Ralph is very, very pleased with these students who participated in this event.
- A group of 22 math students participated in the 42<sup>nd</sup> Annual Nevins Mathematics Competition at Alfred University on November 5<sup>th</sup>. Senior Daniell Burgess earned first place and Junior Shaunak Amin earned second place. Ralph is very impressed with these students.
- A group of 20 students from Center Street Elementary School who under the direction of Music Teacher Whitney Fland visited the First Arena last week to sing the National Anthem.
- Athletic Director Scott Williams who distributed a copy of the Fall Sports Season Re-Cap to the Board of Education for review.
- The cast, crew, staff and everyone who was involved in the High School’s presentation of *An Evening of Musica Theatre* on November 4<sup>th</sup> and 5<sup>th</sup>. Ralph stated everyone did a great job and he is very appreciative of their outreach to the community.

### **Presentations**

#### **Gardner Road PTO Update**

Vice-President Chad Isaac presented the Board with an overview of the various PTO programs, events and fundraisers the PTO does to support the staff and students of Gardner Road Elementary School. He described the group’s fundraising efforts, such as Box Tops For Education, Campbell Soup Labels, Spirit Wear, Enjoy the City Coupon Book, Dining Night Out with Applebee’s and Dominos and Scholastic Book Fairs and how they benefit the students and staff. The PTO sponsors events such as the Fall Festival, Ice Cream Social, Staff Appreciation Week, Monthly Family Nights(Bingo, Movies, Bowling, Christmas Caroling in the

Cont’d

Local Neighborhood, Spelling Bee and Family Swim Night at the High School). He stated the PTO supports the students in the following ways: By providing prizes for the Accelerated Reader Program, Purchasing Student Planners, Purchasing Instructional Magazines, Supporting the Golden Star Readers, Financing Special Activities such as the "Show of Love," Purchasing 3<sup>rd</sup> and 4<sup>th</sup> Grade Testing T-shirts for the students, Financing the End of the Year 4<sup>th</sup> Grade Celebration where every student receives a class shirt; one is also hung in the hallway and Financing the Test Taking Pep Rally. The PTO supports the staff in the following ways: Financing Field Trips such as to the Clemens Center, Financing Classroom Projects, Purchasing Teacher Supplies, Purchasing Supplies for Curriculum Night, Funding Performances and Purchasing Various Equipment for the school such as cameras, the laminator, name plates, the school sign, food for the Backpack Program and a new kiln and supplies for the Art Room.

President Brian Lynch thanked the PTO for a very thorough report and for being so involved with the staff and students at Gardner Road Elementary School. He thanked them for the numerous hours and hours of dedication they provide to the teachers and students and for the family activities they provide to the community.

Principal Mary Ann Suggs stated we could not do what we do without the support of the PTO. They have done a wonderful job and work very well together with the staff. They give us everything we ask for and have never turned us down for anything. They are truly wonderful.

**Gardner Road School Presentation: "Reaching for the Stars"**

Principal Mary Ann Suggs stated that the staff at Gardner Road believes they can do whatever it takes so that the students can reach for the stars. Mary Ann stated that the teachers are outstanding in everything they do and give their best to the kids. She stated she is very proud of her staff and students. Members of the Site-Based Team shared their efforts to improve achievement in all areas.

Third Grade Teacher Lorraine Packard stated the staff is very, very excited to report that we have met the Annual Yearly Progress (AYP) this year after being named to the Schools in Need of Improvement List last year. Lorraine stated the Team has established a "Buddy Readers Program" across the grade levels, Building Wide Test Preparation Activities, Testing Tips Posters are hung in the hallways and Test Anxiety Workshops are offered for students in Grades 3 and 4.

First Grade Teacher Kim Malone stated the staff at Gardner Road are working really hard to align classroom instruction with the New York State Standards. Coach workbooks have been implemented in all Grades 1-4 classrooms. ISC Strategies are modeled in the classrooms and discussed at Staff meetings. ELA and Math tutoring is offered to the students. Afterschool programs such as, "Guys/Girls Read" and "Art Club" services are offered to students who receive free or reduced lunch and from teacher recommendations.

Kindergarten Teacher Jill Darmsteadt stated that the school has an amazing amount of parent support. Attendance at PTO meetings has heightened, the Parent Volunteer Survey Program has been revised, a Parent/Teacher Connection Committee has been formed to identify areas in which they can support one another, Teachers are using the Website as a communication tool and there is an Annual ELA Night held in March.

Special Education Teacher Adam Vazqluez reported on the school meeting Adequate Yearly Progress (AYP) this year. He stated the staff is staying current with the ever changing State regulations and testing formats. The staff is also meeting the needs of the diverse school population. He stated the staff at Gardner Road would like to see the Board in the school more during the day and at evening activities.

Board Member Mary Anne Holleran stated she is very impressed with the hard work that was done in relieving the stress of students as they prepare for the state tests. This is the first time she has heard of test anxiety workshops for students being offered in the District. This is such an important skill to learn as it is a life-long skill that will help the student adept in any situation.

Board President Brian Lynch thanked the staff and parents for such a thorough report. He stated it is very good to see so many staff and parents attend in support of their building administrator. This shows us why the test scores are going up. He is impressed with the great ideas that have been implemented in the school and commends the staff and the parents for the support they provide to the continuing success of students. Brian stated that in order for the Board members to go to the schools during the day they must have an official invitation according to Board Policy. However, they are able to attend evening events without one.

### **Regional STEM (Science, Technology, Engineering and Math) Initiatives**

Mark Vaughn, from Corning Incorporated and Project Manger for the GST STEM Education Project, and Jeremy Wheeler, GST BOCES STEM Coordinator, reported on the regional initiative. The project focuses on strengthening science, technology, engineering and math (STEM) education across the region. The Project Team includes representatives from area business and industry, GST BOCES, K-12 school districts, higher education and workforce organizations. Their aim is to help schools prepare graduates for success in the 21<sup>st</sup> century. Mark presented STEM Pipeline Realities, The Vision, Purpose and Mission of the Initiative Achievements, a Historical Report and Proposed Activities of STEM. The reasons for the Pilot along with the Values of the Pilot Work were discussed.

Board Member John Lively inquired as to how the STEM Coordinator position is funded. Mark stated that the money comes from two sources—Project Upwards from Corning which was matched by the Wings of Eagles. This money is State

aidable so that when the money comes back to the District it will be used to continue to fund this position the following year.

Board President Brian Lynch thanked Mark for such an excellent presentation. Brian inquired as to what third grade students could expect to see. Jeremy Wheeler stated it would depend on the school that the children attend. He stated there are two modules—Language of Science—hands-on that is being piloted at Gardner Road and Structures of Life. Jeremy stated the 6<sup>th</sup> grade has variable modules of controlled experiments and weather/water module(Earth Science).

### **Superintendent's Report**

#### **Girl's Lacrosse Team Request for a Trip to Virginia Beach(April 5-9, 2011)**

Superintendent Ralph Marino stated that he received a request from the Girl's Lacrosse Team to travel to Virginia Beach from April 5-9, 2011 to compete during Spring Break. Ralph stated the purpose of this request is to play against higher level teams and to provide a stronger team bonding experience. The Team will also explore educational settings while there such as attending a Dolphin Boat Tour at the Virginia Aquarium.

Board Member Mary Anne Holleran inquired as to why the decision was made to play only two games when they will be there from the 5<sup>th</sup> to the 9<sup>th</sup>. Athletic Director Scott Williams stated this is only a non-league tournament which is why the girls will only play in two games. The girls were very successful in this tournament last year which is why they want to participate in it again this year. The parents are paying 100% of the trip. Scott will find out how many chaperones there will be and also what the extent of the liability of this will be to the District since the parents are the drivers. Scott will find out exactly how many parents are driving and stated that all the girls will have parental letters of permission to attend this trip. Scott stated there were no issues last year and the coaches and girls are excited about going again this year.

Ralph stated this will be brought to the Board next month for Board action.

#### **Update on District Initiatives**

Superintendent Ralph Marino updated the Board on the District Initiatives highlighting the Pre-Kindergarten Program, the on-going conversion to School Tool, the new Student Management System. Ralph stated that funding may become more flexible with the Pre-K Program. Presently, we only receive \$2800 per student with a possibility of \$5600 for each child for a full day. This would offset what the District presently pays. Ralph reported on the conversion of the Student Management Software System from SASI to School Tool Program. Ralph stated this is a major conversion process that will impact all the employees in the District. Ralph stated the District is presently working on a Professional Development Plan.

### **President's Report**

There wasn't a President's Report.

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**Assistant Superintendent's Report****Mentor Program Report(William Hynes)**

High School Teacher and Mentoring Program Facilitator William Hynes presented an overview of the Mentoring Program, highlighting the work of the Mentor Program Committee, procedures and program development. He stated that in 2003 the State Education Department regulated that all districts have a Mentoring Program. He stated this is the 7<sup>th</sup> year of the Program being in the District. Our Program does exceed the state regulations. Its most distinguishing characteristic is that it continues for the full three years until the teacher achieves tenure.

Board Member Mary Anne Holleran stated she is very happy to see that an experienced teacher who comes into the District is offered the opportunity to be part of this program. It's wonderful that it is not only mandated to new hires. Bill stated that the Mentor and the Mentee decide on when they meet. The first year is for two hours a week, the second year is one hour a week and the third year is thirty minutes a week.

Board Vice-President Michael Buck inquired if there is a formal plan for assessing this Program? Bill stated most every year both the mentor and the mentee are giving surveys to fill out. Alice is currently processing a Survey that she presented to the Mentor/Mentee in which some needs for the Program have been identified. The final assessment would come from the building administrator in the form of the employee's annual evaluation. Vice-President Buck further inquired as to the specific objectives of the Program, how they are being measured and if there is an exit interview when an employee leaves the District. Bill stated that the objectives are independent and formed through the mentor and the mentee. He further stated that the mentor logs the documents and work that has been completed by himself and the mentee. He stated that the objectives of the Program are linked directly to the New York State Learning Standards. Alice stated the objectives are measured by seeing how many teachers receive tenure in the District at the conclusion of the program. Director of Human Resources Judy Christiansen stated that the District performs exit interviews on all employees who leave the District whether it is a voluntary or involuntary decision. Judy stated it is very rare that people have reported that they have had a bad experience in the Mentor Program. Vice-President Buck stated it is great that that the District is able to offer a three year program when only one year is mandated by the State. However, when we move into this budget year we need to look at every program to see if there is a need for the program within the District and within State guidelines. Vice-President Buck inquired as to why we need to continue to offer this program for another two years when we meet the State's mandate of one year? Bill and Alice will provide this information to the Board. Bill stated that the State requires this program to be a one-year program, however; the language in the HTA Contract requires it to extend for another two years.

Board Member John Lively inquired as to how many Mentors there are. Bill stated there are 29 and they each receive a stipend.

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**District Physical Education Plan**

Moved by Jacobus, seconded by Strollo.

RESOLVED, that the Horseheads Central School District Board of Education approves the District Physical Education Plan as presented.

Ayes	Noes	Abstained	Absent
			Apgar

- Brinthaup
- Buck
- Holleran
- Jacobus
- Lively
- Lynch
- Miller
- Strollo

**MOTION CARRIED**

Director of Athletics Scott Williams brought the District Physical Education Plan which is required by New York State to the Board for Board action. Scott stated this Plan includes the Coaches Handbook that was just revamped. Scott stated that updates to the Plan have to be sent yearly in October in order to keep the Plan current. This document will continue to grow as our District changes and the requirements in the buildings change. Scott stated he presented this document to the Outcomes and Assessment Committee on November 4<sup>th</sup>.

Vice-President Michael Buck stated that he appreciates how quickly Scott was able to complete this task in such a short amount of time. He also inquired as to how much physical education time is mandated in the schools. Scott stated that 120 minutes is mandated a week for K-4. He stated elementary teachers could provide this instruction under the guidance/supervision of a Physical Education Teacher. He further stated that one person could potentially service the entire District in K-4. However, this would elevate the way physical education is taught in all the grade levels. Scott stated that presently we exceed the State mandate in the High School by one credit.

Board President Brian Lynch thanked Scott for putting this Plan together. He stated he really appreciates his efforts to make sure we are on file with the State. This was a huge undertaking that required a tremendous amount of time and effort from Scott and his staff. Scott stated that it was a collaborative effort with the 17 physical education teachers. It is a dynamic document that will change over time.

**RACE to the Top Scope of Work**

Assistant Superintendent Alice Learn presented an overview of the Federal Race to the Top Scope of Work. She described how the District will be required to use the \$135,579(total for four years).

**Strategic Plan Implementation Team Update**

Assistant Superintendent Alice Learn gave an update on the Strategic Plan Implementation Team. The Team has formed three study groups: Character Education, 21<sup>st</sup> Century Learning and Green. She stated that earlier today, members of the 21<sup>st</sup> Century Learning group met with 14 instructors at Elmira College. They were charged with identifying college and career readiness skills. The group inquired as to what skills their students possess and take when get to college.

Board Member Pam Strollo stated it is very nice to see the Recycling Teams at Ridge Road and Big Flats Elementary School.

Board President Brian Lynch thanked Alice for a very interesting report.

**Acting School Business Administrator’s Report**

**Claims Auditor Report(October)**

Moved by Jacobus, seconded by Holleran.

RESOLVED, that the Horseheads Central School District Board of Education approves the Treasurer’s Report for October as presented.

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

- Brinthaup
- Buck
- Holleran
- Jacobus
- Lively
- Lynch
- Miller
- Strollo

MOTION CARRIED

Acting School Business Administrator Ralph Marino brought the Treasurer’s Report for October to the Board for Board action.

**High School and Middle School Extra-Curricular Treasurer’s Reports(Oct.)**

Moved by Lively, seconded by Jacobus.

RESOLVED, that the Horseheads Central School District Board of Education approves the High School and Middle School Extra-Curricular Treasurer’s Report for October as presented.

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

- Brinthaup
- Buck
- Holleran
- Jacobus
- Lively
- Lynch
- Miller
- Strollo

MOTION CARRIED

Cont’d



Acting School Business Administrator Ralph Marino brought the High School and Middle School Extra-Curricular Treasurer’s Report for October to the Board for Board action.

**Athletic Accounts Report(October)**

Moved by Brinthaupt, seconded by Jacobus.

RESOLVED, that the Horseheads Central School District Board of Education approves the Athletic Accounts Report for October as presented.

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

- Brinthaupt
- Buck
- Holleran
- Jacobus
- Lively
- Lynch
- Miller
- Stollo

MOTION CARRIED

Acting School Business Administrator Ralph Marino brought the Athletic Accounts Report for October to the Board for Board action.

**Treasurer’s Report(September)**

Moved by Jacobus, seconded by Brinthaupt.

RESOLVED, that the Horseheads Central School District Board of Education approves the Treasurer’s Report for September as presented.

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

- Brinthaupt
- Buck
- Holleran
- Jacobus
- Lively
- Lynch
- Miller
- Stollo

MOTION CARRIED

Acting School Business Administrator Ralph Marino brought the Treasurer’s Report for September to the Board for Board action.

**Budget Transfer Report(October)**

Acting School Business Administrator Ralph Marino presented an overview of the Budget Transfer Report for October for information only.

**Increase in Appropriations(E-Rate from Verizon)**

Moved by Jacobus, seconded by Holleran.

WHEREAS, the appropriation expenditure for fiscal year 2010-2011 was approved and set on May 18, 2010...AND....

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

BE IT FURTHER RESOLVED, that the 2010-2011 budget be increased by \$10,403.34 and this increase be funded by the reimbursement to revenue code A980-2770.

The appropriation for the following codes should be increased:

A-1680-99-30-39-219	\$10,403.34	Computer Hardware
A-980-2770	\$10,403.34	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 \$68,686,153.64....AND.....

BE IT FURTHER RESOLVED, that such changes in appropriation become effective November 18, 2010.

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

- Brinhaupt
- Buck
- Holleran
- Jacobus
- Lively
- Lynch
- Miller
- Stollo

**MOTION CARRIED**

Acting School Business Administrator Ralph Marino stated that the Horseheads Central School District received \$10,403.34 from Verizon E-Rate discounts on phone services from the prior year. This money is to be used towards purchasing district-wide computer equipment through BOCES.

**Increase in Appropriations(E-Rate from Verizon-NY)**

Moved by Jacobus, seconded by Holleran.

WHEREAS, the appropriation expenditure for fiscal year 2010-2011 was approved and set on May 18, 2010...AND....

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

BE IT FURTHER RESOLVED, that the 2010-2011 budget be increased by \$13,708.65 and this increase be funded by the reimbursement to revenue code A980-2770.

The appropriation for the following codes should be increased:

A-1680-99-30-39-219	\$13,708.65	Computer Hardware
A-980-2770	\$13,708.65	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 \$68,699,862.29....AND.....

BE IT FURTHER RESOLVED, that such changes in appropriation become effective November 18, 2010.

BE IT FURTHER RESOLVED, that the Horseheads Central School District Board of Education authorizes the transfer of funds from code A1680-99-30-219 to various equipment and contractual codes such as A1680-14-490, A2110-99-490 or other codes that are eligible for E-Rate reimbursement.

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

- Brinhaupt
- Buck
- Holleran
- Jacobus
- Lively
- Lynch
- Miller
- Strollo

**MOTION CARRIED**

Acting School Business Administrator Ralph Marino stated the Horseheads Central School District received \$13,708.65 from Verizon-New York, Inc. E-Rate discounts on phone services from prior years. This money is to be used towards purchasing district-wide computer equipment through BOCES.

**Increase in Appropriations(E-Rate from Time Warner)**

Moved by Lively, seconded by Jacobus.

WHEREAS, the appropriation expenditure for fiscal year 2010-2011 was approved and set on May 18, 2010...AND.....

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

BE IT FURTHER RESOLVED, that the 2010-2011 budget be increased by \$2,245.56 and this increase be funded by the reimbursement to revenue code A980-2770.

The appropriation for the following codes should be increased:

A-1680-99-30-39-219	\$2,245.56	Computer Hardware
A-980-2770	\$2,245.56	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 \$68,702,107.85....AND.....

BE IT FURTHER RESOLVED, that such changes in appropriation become effective November 18, 2010.

BE IT FURTHER RESOLVED, that the Horseheads Central School District Board of Education authorizes the transfer of funds from code A1680-99-30-219 to various equipment and contractual codes such as A1680-14-490, A2110-99-490 or other codes that are eligible for E-Rate reimbursement.

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

- Brinthaup
- Buck
- Holleran
- Jacobus
- Lively
- Lynch
- Miller
- Strollo

**MOTION CARRIED**

Acting School Business Administrator Ralph Marino stated the Horseheads Central School District received \$2,245.56 from Time Warner E-Rate for prior years. This money is to be used towards purchasing district-wide computer equipment through BOCES.

**Increase in Appropriations(Donation from Ohiopyle to the High School)**

Moved by Jacobus, seconded by Holleran.

WHEREAS, the appropriation expenditure for fiscal year 2010-2011 was approved and set on May 18, 2010...AND....

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

BE IT FURTHER RESOLVED, that the 2010-2011 budget be increased by \$89.95 and this increase be funded by the reimbursement to revenue code A980-2705.

The appropriation for the following codes should be increased:

A-2110-12-0450	\$89.95	High School Supplies
A-980-2770	\$89.95	Revenue – Donation

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 \$68,702,197.80....AND.....

BE IT FURTHER RESOLVED, that such changes in appropriation become effective November 18, 2010.

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

- Brinthaupt
- Buck
- Holleran
- Jacobus
- Lively
- Lynch
- Miller
- Strollo

**MOTION CARRIED**

Acting School Business Administrator Ralph Marino stated the Horseheads High School received a donation of \$89.95 on behalf of Ohiopyle Prints, Inc. Ohiopyle donates a percentage of their net sales from products sold at our local stores and/or pharmacies. This money will be used towards purchasing High School supplies.

**Budget Transfers Over \$10,000(Printer Supplies)**

Moved by Strollo, seconded by Holleran

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the following budget transfer, which exceeds the Superintendent's \$10,000 approval limit:

To: A1680-14-490  
 From: A2630-12-450  
 Amount: \$10,045.35

The transfer will cover a printer supplies purchase through CoSer 605.

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

- Brinthaupt
- Buck
- Holleran

Jacobus  
Lively  
Lynch  
Miller  
Strollo

**MOTION CARRIED**

Acting School Business Administrator Ralph Marino brought the transfer of \$10,045.35 to the Board for Board action as the amount exceeds the Superintendent's \$10,000 approval limit.

**Tax Bill Corrections**

Moved by Jacobus, seconded by Holleran

RESOLVED, that the Horseheads Central School District Board of Education approves the warrant and tax roll for 2010-2011 be adjusted due to adjustments made to exemptions.

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

Brinthead  
Buck  
Holleran  
Jacobus  
Lively  
Lynch  
Miller  
Strollo

**MOTION CARRIED**

Acting School Business Administrator Ralph Marino brought corrections to the 2010-2011 Tax Bill to the Board for Board action. He stated the District received notice from the Chemung County Real Property Tax Service Agency concerning approved applications for correction to the 2010-2011 tax roll due to clerical error.

**Tax Collection Final Report**

Moved by Jacobus, seconded by Holleran

RESOLVED, that the Horseheads Central School District Board of Education approve the Tax Collection Final Report as submitted.

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

Brinthead  
Buck  
Holleran  
Jacobus  
Lively  
Lynch  
Miller  
Strollo

**MOTION CARRIED**

Acting School Business Administrator Ralph Marino brought the Tax Collection Final Report to the Board for Board action. Ralph stated to date we have collected a total of \$24.5 million. This is a higher number of people who have paid their school taxes on time in comparison to last year. We will also receive a reimbursement from the county.

**Treasurer’s Report(October)**

Moved by Jacobus, seconded by Holleran

RESOLVED, that the Horseheads Central School District Board of Education approve the Treasurer’s Report for October as submitted.

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

- Brinthaup
- Buck
- Holleran
- Jacobus
- Lively
- Lynch
- Miller
- Strollo

MOTION CARRIED

Acting School Business Administrator Ralph Marino brought the Treasurer’s Report for October to the Board for Board action.

**Revenue/Expense Report(October)**

Moved by Brinthaup, seconded by Holleran.

RESOLVED, that the Horseheads Central School District approves the Revenue/Expense Report(October) as submitted.

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

- Brinthaup
- Buck
- Holleran
- Jacobus
- Lively
- Lynch
- Miller
- Strollo

MOTION CARRIED

Acting School Business Administrator Ralph Marino brought the Revenue/Expense Report (October) to the Board for Board action.

**Approval of External Audit Management Letter(ending June 30, 2010)**

Moved by Jacobus, seconded by Strollo.

RESOLVED, that the Horseheads Central School District approves the External Audit Management Letter(ending June 30, 2010) as submitted.

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

- Brinthaup

Cont’d

Buck  
Holleran  
Jacobus  
Lively  
Lynch  
Miller  
Strollo

**MOTION CARRIED**

Acting School Business Administrator Ralph Marino brought the External Audit Management Letter(ending June 30, 2010) which is mandated by the State to the Board for Board action. Ralph stated four audits have been completed.

**Approval of Extra-Curricular Activity Funds Audit(ending June 30, 2010)**

Moved by Jacobus, seconded by Lively.

RESOLVED, that the Horseheads Central School District approves the Extra-Curricular Activity Funds Audit(ending June 30, 2010) as submitted.

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

Brinthead  
Buck  
Holleran  
Jacobus  
Lively  
Lynch  
Miller  
Strollo

**MOTION CARRIED**

Acting School Business Administrator Ralph Marino brought the Extra-Curricular Activity Funds Audit(ending June 30, 2010) to the Board for Board action.

**Approval of three Corrective Action Plans—Financial Statements, Management Letter and Extra-Curricular Activity Funds**

Moved by Lively, seconded by Jacobus.

RESOLVED, that the Horseheads Central School District approves the three Corrective Action Plans—Financial Statements, Management Letter and Extra-Curricular Activity Funds as submitted.

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

Brinthead  
Buck  
Holleran  
Jacobus  
Lively  
Lynch  
Miller  
Strollo

**MOTION CARRIED**



Acting School Business Administrator Ralph Marino brought three Corrective Action Plans—Financial Statements, Management Letter and Extra-Curricular Activity Funds to the Board for Board action. Ralph stated these reports are required by the Comptroller’s Office and were reviewed by the Audit Committee.

**Appointment of Bond Counsel 2010-2011: Hiscock and Barclay, LLP**

Moved by Brinthaupt, seconded by Jacobus

RESOLVED, that the Horseheads Central School District Board of Education approves the firm of Hiscock and Barclay, LLP as the District’s Bond Counsel for the 2010-2011 school year.

Ayes	Noes	Abstained	Absent
			Apgar

- Brinthaupt
- Buck
- Holleran
- Jacobus
- Lively
- Lynch
- Miller
- Strollo

MOTION CARRIED

Acting School Business Administrator Ralph Marino brought the appointment of Hiscock and Barclay, LLP as the District’s Bond Counsel for the 2010-2011 school year to the Board for Board action. He stated this is being brought to the Board for approval tonight as it was not done at the July Organizational Meeting.

**2011-2012 Initial Request for BOCES Services**

Moved by Lynch, seconded by Holleran

RESOLVED, that the Horseheads Central School District approves the 2011-2012 Initial Request for BOCES Services as submitted.

Ayes	Noes	Abstained	Absent
			Apgar

- Brinthaupt
- Buck
- Holleran
- Jacobus
- Lively
- Lynch
- Miller
- Strollo

MOTION CARRIED

Acting School Business Administrator Ralph Marino brought the GST BOCES 2011-2012 Initial Request for BOCES Services to the Board for Board action. Ralph stated these services will be provided by the Greater Southern Tier Board of Cooperative Educational Services for the school year 2011-2012, in accordance with the provisions of Section 1950 of the Education Law.

**Refunding Bond Resolution**

Moved by Brinthead, seconded by Jacobus.

RESOLVED, that the Horseheads Central School District approves the Refunding Bond Resolution as submitted.

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

- Brinthead
- Buck
- Holleran
- Jacobus
- Lively
- Lynch
- Miller
- Strollo

MOTION CARRIED

Acting School Business Administrator Ralph Marino brought the Refunding Bond Resolution to the Board for Board action. Ralph stated this resolution was presented to the Finance Committee a couple of weeks ago. In conversation it was suggested that we go out to market and see what kind of interest rate we can get. Our last bond retires in 2020. We want to stay within the parameters of that. This would be a pure savings to the District.

**Human Resources Director’s Report**

**Human Resources Sub-Committee Recommendations**

Moved by Miller, seconded by Holleran

RESOLVED that the Horseheads Central School District Board of Education approves the Human Resources Sub-Committee Recommendations as submitted.

**CIVIL SERVICE SUBSTITUTE/TEMPORARY APPOINTMENTS:**

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Dunning, Laura	Student Pool Employee	11/04/10	\$7.25/hr.
Testa, Kelly	Sub Food Service Helper	11/02/10	\$7.25/hr.

**CIVIL SERVICE TERMINATION:**

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>
Bloomer, Bruce	Bus Driver/Transportation	10/20/10

**CIVIL SERVICE TRANSFER:**

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>
Callahan, Carol	Licensed Practical Nurse/IS-MS	11/08/10

**INSTRUCTIONAL CONTRACT SUBSTITUTES:**

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Kujawski, Kristie	IS/Contract Sub	extended thru 12/22/10	\$75/day

**INSTRUCTIONAL LONG-TERM SUBSTITUTES:**

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Ayers, Ana	BF/Teaching Assistant	09/08/10-tbd	\$10.11/hr.
Bankaitis, Ellen	MS/Math	11/30/10 – 1/28/11	\$40,344 prorated
Dolaway, Rebecca	BF/Teaching Assistant	09/14/10-tbd	\$10.11/hr.

Cont'd

Horton, Wayne	MS/Teaching Assistant	09/21/10 – 01/21/11	\$7.30/hr.
Lant, Rhonda	RR/Teaching Assistant	extended thru 11/5/10	\$10.11/hr.
Sherwood, Naomi	GR/Grade 5	extended thru 3/28/11	\$39,141 (Prorated)
Spallone, Liza	IS/Grade 6	10/13/10 – 12/22/10	\$40,991 (Prorated)

**INSTRUCTIONAL LEAVE OF ABSENCE**

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	
*Amey, Susan	MS/Math	11/30/10 – 1/28/11	(Maternity Leave-Unpaid)
Harris, Christel	BF/Grade 2		Rescinded
* Rial, Amy	IS/Grade 5	12/7/10 – 3/28/11	(Maternity Leave-Unpaid)
* Extended Leave			

**INSTRUCTIONAL NEW HIRES:**

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>RATE</u>
Brightman, Chaston	MS/Technology	12/20/10	\$39,141 (Prorated)

**TENURE APPOINTMENTS:**

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>
Anastasio, Melanie	HS/Science	12/3/10
Howell, Katherine	IS/Music	1/1/11

**INSTRUCTIONAL SUBSTITUTE TEACHERS:**

	<u>STATUS/POSITION</u>	<u>PREFERENCE</u>
Finch, Jason	Certified	Elementary
Horton, Wayne	Non-Degreed	Secondary
Kerwan, Lynnette	Certified	Elementary
Lauria, Madeline	Degreed	Elementary/Secondary
Miller, Leigh	Certified	Elementary
Payzant, Samuel	Certified	Elementary
Rolls, Kimberly	Certified	Elementary/Secondary

**HOMEBOUND TUTORS:**

	<u>STATUS/POSITION</u>	<u>RATE</u>
Keenan, Patricia	MS/12:1 Program Teacher	\$18/Hr.

**WINTER COACHING & ATHLETIC SUPPORT STAFF APPOINTMENTS 2010-2011:**

	<u>POSTION</u>	<u>EFFECTIVE</u>	<u>RATE</u>
Lese, Shane	V Wrestling Head Coach	10/15/10	\$6,807
Wilson, Eric	JV Wrestling Head Coach	10/15/10	\$5,436TBA
	7 <sup>th</sup> & 8 <sup>th</sup> Grade Wrestling Head Coach	10/15/10	\$3,667
Monks, Steve	V Boys Basketball Head Coach	10/15/10	\$7,393
Limoncelli, Jeff	JV Boys Basketball Head Coach	10/15/10	\$6,148
Finnerty, William	Freshman Boys Basketball Head Coach	10/15/10	\$4,406
McLain, Mike	7 <sup>th</sup> Grade Boys Basketball Head Coach	10/15/10	\$2,525
Spencer, Lee	8 <sup>th</sup> Grade Boys Basketball Head Coach	10/15/10	\$2,435
Scott, Andrew	V Girls Basketball Head Coach	10/15/10	\$7,393
Laney, Jerry	JV Girls Basketball Head Coach	10/15/10	\$6,148
D'Angelo, Kelly	8 <sup>th</sup> Grade Girls Basketball	10/15/10	\$1,948

Blauvelt, Sara	7 <sup>th</sup> Grade Girls Basketball	10/15/10	\$1,948
Wicks, Olivia	Freshman Girls Basketball	10/15/10	\$4,394
Jansen, Tom	Indoor Track Head Coach	10/15/10	\$6,405
Daly, Jack	Indoor Track Asst. Coach	10/15/10	\$5,307
Gilbert, George	Indoor Track Asst. Coach	10/15/10	\$5,307
Zembek, Jared	V Boys Swimming Head Coach	10/15/10	\$6,405
Mathers, Jack	V Boys Swimming Asst. Coach	10/15/10	\$5,046
Miles, Mark	7 <sup>th</sup> & 8 <sup>th</sup> Gr. Boys Swimming Head Coach	10/15/10	\$2,049
Shane, Erin	V Cheerleading Head Coach	10/15/10	\$6,990
Taylor, Melody	JV Cheerleading Head Coach	10/15/10	\$5,819
Micknich, Steve	V Bowling Head Coach	10/15/10	\$6,405
<b>Ayes</b>	<b>Noes</b>	<b>Abstained</b>	<b>Absent</b>
			<b>Apgar</b>

Brinthaupt  
 Buck  
 Holleran  
 Jacobus  
 Lively  
 Lynch  
 Miller  
 Stollo

**MOTION CARRIED**

Director of Human Resources Judy Christiansen brought recommendations from the Human Resources Sub-Committee to the Board for Board action. She stated this report was reviewed by the Human Resources Sub-Committee.

**Director of Student Services Report**

**New State IEP(Individual Education Plan)**

Student Services Director Kim Williams and Assistant Director Shawn McDonough provided information on the new state-wide Individual Education Plan(IEP). The State is requiring all schools to use this Plan to bring more consistency across the State and to assist schools when students with IEPs move to new districts. The Summary Page of the IEP that will be shared at the Special Education Committee Meeting was reviewed. This new form will give the parents a better voice throughout the document; will validate their concerns and the future goals for the child. Theresa stated a phone conference call or a Pre-CSE Meeting will be held in order for these goals to be written. This is a very crucial piece in the development of the IEP. Shawn reviewed the Transition Period including Transition Needs, course of study, and emphasis on looking further out as to what we can do to help the child once he/she graduates from High School. This piece is so important when the child reaches the High School level as we have to look further out to what the future holds for this child and how his/her disabilities will impact his/her life.

**Student Representative's Report**

**Update on High School Activities**

Student Representative Daniel Strack reported on activities occurring in the High School including the Annual Food Drive that started last week and ends

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tomorrow, the Poinsettia Sales which raised \$14,000, the Food Nutrition Survey that will be conducted on-line in January by BOCES, the Sr. Trip that takes place tomorrow through next Tuesday, the Spring Play featuring, "Annie," and the Annual Trip to Japan. President Brian Lynch thanked Daniel for a very informative report.

### **Legislative Liaison Report**

There wasn't a report.

### **Report from the Visitation Committee**

#### **District Tour of November 5, 2010**

Board Member Jim Jacobus reported on the November 5<sup>th</sup> Tour of Gardner Road Elementary School. Jim stated the school is in great shape. It amazes him the magnificent job the custodial/maintenance staff does throughout the District. The students were very, very busy and very focused on what they were doing. They were well mannered. Jim stated Rose wanted it to be noted that every classroom has an Interactive White Board, there is one room that is loaded with laptops, there is a Phonics Computer Program that is very impressive, the 4<sup>th</sup> graders are above the testing guidelines.

### **Report from the Athletic and Extra-Curricular Committee**

#### **Meeting of November 8, 2010**

Chair John Lively reported on the November 8<sup>th</sup> meeting of the Athletic and Extra-Curricular Committee. John stated that Director of Athletics Scott Williams provided the Committee with a short recap of the September code violations, investigation, suspensions and appeals. The Code of Conduct was also revised with the decision that Scott will seek input on these and other possible changes to the Code from coaches and the Parent Advisory Committee. The Committee continued to discuss how injuries are reported. Scott will amend the injury report to show "suspected concussions" and "confirmed concussions" for the 2009-2010 year. Vice-President Michael Buck will provide Scott with information regarding concussions. Scott also stated to the Committee that a helmet requirement for Girl's Lacrosse is being discussed at the State level. If approved by a majority of athletic leagues across the State, the new requirement would go into effect for the 2012 season.

### **Report from the Audit Committee**

#### **Meeting of November 9, 2010**

Chair Pam Strollo reported on the November 9<sup>th</sup> meeting of the Audit Committee. She stated that the Corrective Action Plan from the External Audit was reviewed in preparation for tonight's Board Meeting. The following items were reviewed: Corrective Action Plan to address two findings in the District Financial Statements for the fiscal year ending June 30, 2010, Corrective Action Plans to address items called out in the Management Letter (projection error in the General Fund and Capital Asset Disposal Approval) and Corrective Action Plans for the audit of Extra Classroom Activity funds.

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**Review of the Finance Committee**

**Meeting of November 8, 2010**

Chair Jim Jacobus reported on the November 8<sup>th</sup> meeting of the Finance Committee. He stated all of the items that were presented earlier tonight under the Acting School Business Administrator's Report were discussed. The Committee continued to discuss the idea of a total re-routing of our Transportation System and the reserves and how we want to offset the \$6.8 millions.

**Report from the Outcomes and Assessment Committee**

**Meeting of November 3, 2010**

Chair Michael Buck reported on the November 3<sup>rd</sup> meeting of the Outcomes and Assessment Committee. He stated that Gardner Road Elementary School Principal Mary Ann Suggs presented the Board with an update of the Gardner Road School Improvement Plan. The Data Center, Curriculum Mapping/Benchmark Assessments, Response to the Intervention Team, Strategic Plan Implementation, High School Courses and the JR ROTC Program were discussed. Michael stated the challenge will be to see if there is a way we can start to align the curriculum without an expensive adoption that could be changed. We want to spend the money but we don't want to purchase items that will become outdated rather quickly over a short period of time.

**ACE Course Proposal: Engineering Orientation**

Moved by Brinthead, seconded by Holleran.

RESOLVED, that the Horseheads Central School District approves the adoption of the ACE Course Proposal: Engineering Orientation as submitted.

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

- Brinthead
- Buck
- Holleran
- Jacobus
- Lively
- Lynch
- Miller
- Strollo

**MOTION CARRIED**

Chair Michael Buck brought the adoption of the ACE Course Proposal: Engineering Orientation to the Board for Board action. Michael stated that the need for the change in this course is due to the revision of the course and switching from PLTW/RIT credits to ACE credits through Corning Community College to better meet the needs of our local students.

**ACE Course Proposal: Graphics for Engineering**

Moved by Lively, seconded by Strollo.

RESOLVED, that the Horseheads Central School District approves the adoption of the ACE Course Proposal: Graphics for Engineering as submitted.

Cont'd

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

Brinthaup  
 Buck  
 Holleran  
 Jacobus  
 Lively  
 Lynch  
 Miller  
 Strollo

**MOTION CARRIED**

Chair Michael Buck brought the adoption of the ACE Course Proposal: Graphics for Engineering to the Board for Board action. Michael stated that the need for the change in this course is due to the revision of the course and switching from PLTW/RIT credits to ACE credits through Corning Community College to better meet the needs of our local students.

**Report from the Planning and Development Committee  
 Meeting of November 9, 2010**

Chair Mary Anne Holleran reported on the November 9<sup>th</sup> meeting of the Planning and Development Committee. Mary Anne stated Dr. Marino gave an update on the goals of the Planning and Development Committee. The Committee discussed the Strategic Plan, topics for the January Board Retreat and reviewed the Goals for 2010-2011.

**Report from the Human Resources Committee  
 Meeting of November 10, 2010**

Chair Mark Brinthaup reported on the November 10<sup>th</sup> meeting of the Human Resources Committee. The following items were discussed: the Evaluation of Professional Staff, the Human Resources Recommendations that were presented to the Board for approval tonight and the Health Insurance Plan. Mrs. Christiansen updated the committee on information relative to settlements across the State and District negotiations.

**Report from the Policy Referral/Review Committee  
 Meeting of November 3, 2010**

Board President Brian Lynch reported on the November 3<sup>rd</sup> meeting of the Policy Referral/Review Committee. The Committee discussed the first reading of the Student Wellness Policy(Proposed Policy No. 5405), Board Policy 6900 – Disposal of District Property Policy, Board Policy 8500 – Food Service Management Policy, Board Policy 6840 – Meals and Refreshments Policy and the 2000 Series.

**Questions/Comments from Board Members**

Board Member Mary Anne Holleran stated that when she was in New York people approached her who commented on our Strategic Plan and how it exceeds State expectation, then tonight we hear Scott Williams state how other

Cont'd

coaches approached him about how great our District's Athletic Plan is and Kim Williams further stated how well-known Brendan McCarthy is. Mary Anne stated this shows how well Horseheads is known throughout the State and how respected our programs are by others. She stated we should all be proud of the successes that Horseheads has achieved.

**Adjournment**

Moved by Jacobus, seconded by Brinthaup.

RESOLVED, that the Horseheads Central School District Board of Education Meeting adjourn from its Regular Meeting of the Board of Education at 8:23 PM.

Ayes	Noes	Abstained	Absent
			Apgar

- Brinthaup
- Buck
- Holleran
- Jacobus
- Lively
- Lynch
- Miller
- Strollo

MOTION CARRIED

Moved by Jacobus, seconded by Brinthaup.

RESOLVED, that the Horseheads Central School District go into Executive Session at 8:26 PM to review and act upon CSE/CPSE recommendations and to discuss a personnel issue.

Ayes	Noes	Abstained	Absent
			Apgar

- Brinthaup
- Buck
- Holleran
- Jacobus
- Lively
- Lynch
- Miller
- Strollo

MOTION CARRIED

Moved by Jacobus, seconded by Brinthaup

RESOLVED, that the Horseheads Central School District Board of Education approve the CPSE/CSE recommendations as presented.

Ayes	Noes	Abstained	Absent
			Apgar

- Brinthaup
- Buck
- Holleran
- Jacobus

Cont'd



Lively  
Lynch  
Miller  
Strollo  
MOTION CARRIED

Moved by Holleran, seconded by Jacobus.  
RESOLVED, that the Horseheads Central School District Board of Education Meeting adjourn from Executive Session at 8:45 PM and reconvene to its Regular Meeting of the Board of Education at 8:46 PM.

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

Brinthead  
Buck  
Holleran  
Jacobus  
Lively  
Lynch  
Miller  
Strollo  
MOTION CARRIED

Moved by Buck, seconded by Brinthead.  
RESOLVED, that the Horseheads Central School District Board of Education Meeting adjourn from its Regular Meeting of the Board of Education at 8:47 PM.

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

Brinthead  
Buck  
Holleran  
Jacobus  
Lively  
Lynch  
Miller  
Strollo  
MOTION CARRIED

Respectfully Submitted By:

***Candy L. Maine***

Candy L. Maine  
District Clerk

