

DRAFT

**Horseheads Central School District
Business Meeting of the Board of Education
Ridge Road Elementary School
December 16, 2010**

Present: Apgar, Brinthead, Buck, Holleran, Jacobus, Lively, Lynch, Miller, Strollo, Strack

Also Present: Abrunzo, Bailey, Brock, Christiansen, Hillman, Marino, McDonough, Scaptura, Sotero, Squires, Suggs, K. Williams, Woodworth

Absent:

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

Minutes

Moved by Brinthead, seconded by Jacobus.
RESOLVED, that the Horseheads Central School District Board of Education accepts the minutes of the Business Meeting of November 18, 2010 as amended.

Ayes	Noes	Abstained	Absent
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Apgar			
Brinthead			
Buck			
Holleran			
Jacobus			
Lively			
Lynch			
Miller			
Strollo			

MOTION CARRIED

President's Remarks

President Brian Lynch welcomed everyone to tonight's meeting. He stated the Board really looks forward to visiting the schools. Brian stated he had the opportunity to attend last week's concert at the Middle School. It was a really nice concert; the kids were amazing.

Agenda Changes

President Brian Lynch stated there will be an Executive Session to approve CSE/CPSE recommendations and to discuss two personnel issues. He also stated that Superintendent Ralph Marino distributed an updated resolution for Agenda Item 10.17 and that Agenda Item 19.2 will be tabled. President Lynch reviewed the procedure for the Questions and Comment Section which will be next on the agenda.

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Questions and Comments from the Public

Gerald Furnkranz, Main Street, Millport, inquired on the recent retirement of Mr. Michael Stuart, former Business Administrator of the District. He inquired if it was a planned retirement and if the Superintendent would have the time to do a thorough job in both the roles of the Superintendent and also as the Acting Business Administrator of the District. Board President Brian Lynch stated that this is a personnel issue that cannot be discussed. However, he did confirm that Mr. Stuart did retire. Superintendent Ralph Marino stated that due to the District being under a severe financial crisis, he assumed the duties as the Acting School Business Administrator until the end of June 2011.

Michael Swasta, 411 Watkins Road, stated he is very concerned about the potential environmental threats to the Horseheads School District, its students, employees and the residents of the Horseheads community. In particular his concern regards the health hazards, from construction and industrial operations being conducted in the Holding Point, particularly the environmental airborne particulate matter. Superintendent Ralph Marino stated the health and the safety of the students, employees and the residents of the Horseheads community are of the utmost importance to him and members of the Board of Education. Ralph stated that the District's Health and Safety Specialist has been communicating with him which he relates to the Board regarding this concern. President Brian Lynch stated that the Board is doing everything it can to ensure the health and safety of the students, employees and the residents of the Horseheads community.

Awards, Honors and Recognition

Superintendent Ralph Marino recognized the following honors and achievements:

- A group of thirty Middle School students and teachers who went caroling with an instrumental accompaniment from band students at Appleridge on December 16th. Ralph is very proud of the students and the staff for giving back to the community.
- Middle School students and staff who are participating in "Be A Light to Others," a project to help meet the Site-Based Team's goal of community service. Students and staff are encouraged to perform some type of community service. For each service they do, they write it on a paper light according to their team. Each team and the staff have a different color. The lights are then attached together and hung in the Cafeteria to show the different service projects being performed by each team and the staff. Ralph is very excited that our students are giving back to the community.
- The Intermediate School's Grade 6 Chorus has been invited to sing the national anthem at the January 7th Elmira Jackals Game.
- Fourth graders at Center Street participated in a "telebridge" connection with a class in Russia on December 13th. Sara DuBois, a 2005 Horseheads graduate, who now teaches at a university in Russia arranged for the two schools to connect. Sara has been working with an elementary class in Russia that wanted to connect with their American counterparts to learn about customs and traditions.

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- Members of the Center Street Student Council who rang the Salvation Army Red Kettle Bell at the Arnot Mall on December 4th. Members of the Grade 6 Arabian Team at the Intermediate School rang the bell outside Jubilee Foods on November 20th. Ralph is very proud of these students for taking time from the personal lives outside of school to do this.
- Juniors Hunter Kaysa and Annabelle Hyde who helped a grateful district resident during Thanksgiving. Ralph stated leaves had piled up at the resident's home and she was unable to keep up with them. She contacted the District to see if any students might help her as part of a community service requirement and Hunter and Annabelle volunteered to help her. Ralph is very, very grateful that the students took the time to help this resident during their Thanksgiving break from school.
- Sixth-graders on the Shires Team at the Intermediate School (teachers Mike Bostwick, Lisa O'Connell and Paige Smith) participated in the Great Bedtime Story Drive this month. They donated 37 pairs of new pajamas and nearly \$100 to the national program. Ralph is very proud of these students and teachers.
- The High School's Academic Challenge Team who won the Twin Tier Quiz League on November 17th. They beat nine other area schools in a series of nine three-round matches.
- The Middle School/Intermediate School Complex and Big Flats Elementary School who earned the Energy Star award for 2010.
- The Center Street PTO who put together eleven Thanksgiving Baskets for families in need.
- The High School Food Drive that brought nearly 3,000 food items to the Southern Tier Food Bank.
- A photo of Jillian Sekella's Kindergarten Class at Big Flats Elementary School was in the most recent Chamber of Commerce newsletter. Students were wearing the Mark Twain mustache or "Mark stache" the Chamber developed to celebrate the famous writer.

Board Member Pam Strollo attended the Intermediate School and Middle School Concert and was overwhelmed with the Wind Ensemble. It was absolutely amazing. Mr. Art Carichner needs to be commended for the work he does with his students.

Presentations

Ridge Road PTO Update

Parent Representative Belinda Beck (PTO Secretary) reported on Ridge Road PTO activities. Belinda described the group's fundraising efforts and activities and how they benefit the students and staff at Ridge Road Elementary School. The PTO helps sponsor the following activities: Kindergarten Lunches, the Book Fair, Game Day, School Pictures, Open House, Grandparents Day, the Halloween Dance, Kindergarten Orientation, the Carnival, Science Night, Family Night, the 4th Grade Year End Party and Teacher Luncheons. Belinda stated that each year the 4th Graders sponsor a Car Wash and this year the students raised \$2,558.04 which was donated to the Juvenile Diabetes Foundation. They washed a total of 182 cars. This event gives the students a hands-on experience

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and an opportunity to work on character traits. Belinda stated the Wreath Sale/Holiday Shop is something that is very special that is tailored made for the student's loved one. This is very important to the students as they are able to make and purchase an item for a family member, friend or even their pet for Christmas. Principal Anne-Marie Bailey thanked the PTO for their continual support of the students, staff and parents at Ridge Road Elementary School. They are truly an amazing group of parents who without their support Ridge Road would not be the school it is.

Ridge Road School Presentation – “Building the Foundation for a Successful Future”

Principal Anne-Marie Bailey and members of the school's Site-Based Team shared their efforts to improve achievement at Ridge Road Elementary School. They discussed the obstacles, including the state's change in assessment cut-off scores and District changes, the school's blueprint of state standards and assessments, District assessments, Site-Team Plan and grade level maps to guide them. They are using measurement tools to assess student knowledge including surveys, pre- and post-tests, anticipation guides, chapter/unit tests and various assessments. The group also spoke about how they measure reading skills and how they identify areas of weakness and adjust all of their tools to best meet the needs of students. They concluded their presentation by telling the Board how they can support their efforts.

Third Grade Teacher Kathy Gorman stated that each faculty member is like a construction worker who has their own set of tools of learning such as the Character Education Program that consists of traits that the students use throughout their school day either in the area of academics or socialization. Kathy stated that there have been many challenges that the staff have been forced to meet which include: the State's change in assessment cut-off scores and District changes, the school's blueprint of state standards and assessments, the delay in the adoption of the Reading Program, budget cuts that impact the students such as no longer having an Intramurals Program, cut in Instructional Time(Day 2) and the cut in having a full-time school librarian.

Kindergarten Teacher Mari Palmer presented Ridge Road's concrete plan to increase the student's knowledge and test scores through the use of utilizing data from a variety of sources which includes New York State Data, New York State Assessments, District Assessments, Grade Level Assessments and Grade Level Maps.

Reading Specialist Linda Hooper presented Ridge Road's Measurement Tools of Learning which consists of surveys, anticipation guides, pre- and post tests, end of chapter/unit tests, norm/criterion referenced assessments, diagnostic assessments and formal assessments. She stated that reading skills are measured throughout gathered baseline data, assessed letter names, sounds and the ability to decode, determined level of instructional need, the use of data to drive instruction, the collection of baseline data in January and April and through the use of meeting goals that are set for the students.

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First Grade Teacher, Molly Romanski, presented the importance of the students learning to read in first grade. She reviewed how changes in modifications are made to the teacher's instruction based on the student's individual needs and how the cumulative and formative assessments are used to guide the teachers' adjustments. Adjustments are made on a daily basis to meet the needs of the students as they learn at different rates.

Fourth Grade Teacher Kelly Wolfe presented how the staff handles the identification of areas of weakness, how skills are revisited and how skills are mastered.

Social Work Assistant Lisa Earley presented things that the staff does to provide the staff, students and parents with tools that will enable them to be effective academically and socially. Lisa stated through the use of parent meetings, CIM Meetings and staff meetings the teachers are able to put together tools that will help the students be successful in building the foundation of the student's educational career.

The staff at Ridge Road Elementary School is striving to improve the skills and abilities of our students by supporting them and creating a well-rounded, successful student who has a bright future.

Principal Anne-Marie Bailey presented parent involvement throughout the school. She stated that research on parent involvement shows that the strongest factor is the actual program and what the teachers do at the school to invite the parents into the school to become part of the school. Anne-Marie was proud to share that Ridge Road has 48 different individuals who come into the school on a regular basis to help out. Many come in one to two times a week. Some may be room parents, some may be working on basic math facts or reading while others are coordinating various PTO activities. Anne-Marie stated the staff works very hard to make the parents feel as though they are part of the school. They do this through the use of classroom newsletters, school newsletters, emails, Friday Folders, homework assignment sheets and individual classroom websites.

Board Vice-President Michael Buck stated as a Board Member the slide that says, "Join Us," he accepts the invitation, however, he wanted it noted that the Board does not have to join the staff and students at Ridge Road School as the Board is already part of them as we all work as a team together to provide the best learning experience we can to the children of the school. Michael stated that he would like to extend the invitation to the staff of the school to join the Board as we start to move forward in preparation of how the Board can distribute money fairly across the District to staff and students in the best way possible. We don't want to spend much time looking back to yesterday but looking at the future and how to use the limited resources we have. As a parent, Michael stated the Board is aware of research that predicts students' success and the foundation for the first

four years. The stories that are told are just stories until we put a face to them. The student's success is the result of the education that they have received from attending Ridge Road Elementary School. As a parent of a former student at Ridge Road and on behalf of his wife and children, Michael thanked the staff for their hard work in giving his children an outstanding start in education as an elementary student at Ridge Road Elementary School.

Board Member Mary Anne Holleran complimented Anne-Marie and her staff on the theme of community based student partnerships.

Board President Brian Lynch thanked the Ridge Road Elementary School's parents and staff who attended tonight's presentation. Brian stated that the District is dealing with challenging times. He is very impressed with seeing how the staff has met the obstacles that they have been forced to face. It is great to see the dedication the staff and parents have toward the students and school. It is amazing to see the number of parents who come into the school to volunteer on a regular basis in support of the staff, students and the PTO. Brian stated the Board is very supportive of the school and will do everything it can to help them during this very difficult financial time.

Superintendent Ralph Marino thanked the staff and parents for presenting an outstanding presentation.

Superintendent's Report

Donation from the Ridge Road PTO to the Ridge Road School(Risers for the Vocal Music Program)

Moved by Lively, seconded by Apgar.

RESOLVED, that the Horseheads Central School District Board of Education approves the donation from the Ridge Road PTO to the Ridge Road School(Risers for the Vocal Music Program).

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

Superintendent Ralph Marino brought the approval of the donation of risers for the Vocal Music Program from the Ridge Road PTO to the Ridge Road School to the Board for Board action. Board Member Rose Apgar stated that she seen the risers during the tour of the school and they are absolutely gorgeous. They are definitely being used.

Girls' Lacrosse Team Request for a Trip to Virginia Beach(April 5-9, 2011)

Moved by Jacobus, seconded by Apgar.

RESOLVED, that the Horseheads Central School District Board of Education approves the Girls' Lacrosse Team's request for a Trip to Virginia Beach, April 5-9, 2011.

Ayes	Noes	Abstained	Absent
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Apgar			
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Buck			
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Jacobus			
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Lively			
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Lynch			
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Miller			
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Stollo			
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MOTION CARRIED

Superintendent Ralph Marino brought the approval of the Girls' Lacrosse Team's request for a trip to Virginia Beach, April 5-9, 2011 to the Board for Board action.

Boy's Varsity Baseball Team's Request for a Trip to Myrtle Beach, South Carolina(April 3-8, 2011)

Superintendent Ralph Marino presented the Boy's Varsity Baseball Team's request for a trip to Myrtle Beach, South Carolina, April 3-8, 2011, to the Board for Board discussion only. Ralph stated this is the Team's annual trip which has been done for many years. There were no questions or comments from the Board.

Winter Varsity Cheerleading Request to Attend a National Competition in Atlantic City, New Jersey(February 4-6, 2011)

Superintendent Ralph Marino presented the Winter Varsity Cheerleading request to attend a National Competition in Atlantic City, New Jersey, from February 4-6, 2011, to the Board for Board discussion only. Board Member John Lively inquired as to the expense of the trip and how much of it would the students be expected to be responsible for. He stated it was suggested to the Board by some parents that it is getting very expensive to pay for their child to play sports and be part of the team. John stated this has been referred to the Athletic and Extra-Curricular Committee. Vice-President Michael Buck inquired as to what happens if one of the girls is not able to raise the \$500 for this trip. It was stated that the girls have already surpassed the amount of money that is needed for this trip by working the Children's Christmas Party at Schweizer's this past weekend. In turn for the girls working the Christmas Party, Schweizer's donated towards this trip.

President's Report**Board of Education Mini-Retreat Update**

Board President Brian Lynch updated the Board on the Board's Mini-Retreat which will be held on January 13th from 4:00 PM – 8:00 PM in the High School's Multi-Media Center.

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Board of Education Training Opportunities

Board President Brian Lynch stated that one of the Board Goals #6 is 100% participation in at least one training workshop. Brian stated that NYSBBA trainings are offered on the Website. There are four different categories of Webinars that are very, very good. Many of them take place in January and February. They are generally one-hour long. If you are interested in attending one, please notify Cathy Knowles who will inform the rest of the Board. Board Member Jim Jacobus stated in the past the cost of a Webinar was \$75.00 for all of those who attended(the full body of members).

Assistant Superintendent’s Report

Joint Education Training(JET) Contract for Clerical Training

Moved by Lively, seconded by Apgar.

RESOLVED, that the Horseheads Central School District Board of Education approves the Joint Education Training(JET) Contract for Clerical Training as submitted.

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

MOTION CARRIED

Superintendent Ralph Marino presented the Joint Education Training(JET) Contract for Clerical Training to the Board for Board action. Ralph stated the focus of the training is to provide a three-hour Customer Service Training and a three-hour Energy Medicine Techniques training for the Horseheads Clerical Unit. Ralph stated this is a contractual obligation to the Clerical staff.

Acting School Business Administrator’s Report

Budget Report(November)

Acting School Business Administrator Ralph Marino reviewed the November Budget Report. There were no questions or comments from the Board.

Increase in Appropriations(E-Rate from Nextel)

Moved by Brinthead, 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 \$2,320.39 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	\$2,320.39	Computer Hardware
A-980-2770	\$2,320.39	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 \$68,704,518.19....AND.....

BE IT FURTHER RESOLVED, that such changes in appropriation become effective December 16, 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			
Brinthead			
Buck			
Holleran			
Jacobus			
Lively			
Lynch			
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Strollo			

MOTION CARRIED

Acting School Business Administrator Ralph Marino stated that the Horseheads Central School District received \$2,320.39 from Sprint Nextel E-Rate reimbursement on phone services from prior year. This money is to be used towards purchasing district-wide computer equipment through BOCES.

Increase in Appropriations(Donation from IS PTO for BOCES COSER)

Moved by Brinthead, seconded by Miller.

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 \$4,000.00 and this increase be funded by the reimbursement to revenue code A980-2705.

The appropriation for the following codes should be increased:

A-2110-99-490 \$4,000 BOCES Co-Ser 403 – Adventure Based Learning
 A-980-2705 \$4,000 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 \$68,708,518.19....AND.....

BE IT FURTHER RESOLVED, that such changes in appropriation become effective December 16, 2010.

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

Acting School Business Administrator Ralph Marino stated that the Horseheads Central School District received a donation of \$4,000.00 from the Intermediate School PTO. The donation will be used towards Adventure Based Learning for our 6th graders this school year.

Increase in Appropriations(Donation from National Honor Society)

Moved by Brinthead, 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 \$734.95 and this increase be funded by the reimbursement to revenue code A980-2705.

The appropriation for the following codes should be increased:

A-2020-12-450 \$734.95 High School Supplies
 A-980-2705 \$734.95 Revenue – Donation

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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 \$68,709,253.14....AND.....

BE IT FURTHER RESOLVED, that such changes in appropriation become effective December 16, 2010.

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

Acting School Business Administrator Ralph Marino stated that the Horseheads Central School District received a donation of \$734.95 from the National Honor Society. This donation was given to the High School to purchase display cases for the High School Lobby.

Budget Transfers Over \$10,000

Moved by Jacobus, 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: A9712-14-600
 From: A9020-99-800
 Amount: \$120,300.00

The transfer is for the Bus Bond principal payment for buses #394-401.

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

Acting School Business Administrator Ralph Marino brought the transfer of \$120,300.00 to the Board for Board action as the amount exceeds the Superintendent's \$10,000 approval limit.

Budget Transfers Over \$10,000

Moved by Jacobus, seconded by Miller

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: A9712-14-700

From: A9020-99-800

Amount: \$11,683.00

The transfer is for the Bus Bond interest payment for buses #394-401.

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

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MOTION CARRIED

Acting School Business Administrator Ralph Marino brought the transfer of \$11,683.00 to the Board for Board action as the amount exceeds the Superintendent's \$10,000 approval limit. Ralph stated this is for the Bus Bond interest payment for buses #394-401.

Revenue/Expense Report(November)

Moved by Jacobus, seconded by Holleran.

RESOLVED, that the Horseheads Central School District Board of Education approves the Revenue/Expense Report(November) as submitted.

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

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MOTION CARRIED

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

Resolutions Regarding Scope of Proposed Capital Project Forms

Moved by Brinthead, seconded by Jacobus.

RESOLVED, that the Horseheads Central School District approves the resolutions regarding Scope of Proposed Capital Projects forms as submitted.

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

Acting School Business Administrator Ralph Marino brought the resolutions regarding Scope of Proposed Capital Projects forms to the Board for Board action.

Amendment to Professional Services Agreement for 2009-2010 Capital Projects at Big Flats, Center Street and the Middle School

Moved by Jacobus, seconded by Apgar.

RESOLVED, that the Horseheads Central School District approves the Amendment to Professional Services Agreement for 2009-2010 Capital Projects at Big Flats, Center Street and the Middle School as submitted.

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

Acting School Business Administrator Ralph Marino brought the Amendment to Professional Services Agreement for 2009-2010 Capital Projects at Big Flats, Center Street and the Middle School to the Board for Board action.

Membership with Energy Curtailment Specialists(“Power Pay! New York” Program)

Moved by Jacobus, seconded by Apgar.

RESOLVED, that the Horseheads Central School District approves the Membership with Energy Curtailment Specialists(“Power Pay! New York” Program) as submitted.

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

Acting School Business Administrator Ralph Marino brought the proposal to enter into an energy curtailment contract with Energy Curtailment Specialists, Inc(ECS) to the Board for Board action. Ralph stated this proposal will enter the District into an electrical curtailment program to reduce our electrical usage by 300 KW twice a year during a 1 hour test. These tests are held in the winter and summer periods and the District is given a 24 hour notice prior to the tests. In return the District will be paid approximately \$7,000 a year(this will vary some based on market prices). Ralph stated this will not replace the current energy savings program that we currently have in place within our District. This is a very positive program for the District that was also reviewed and approved by our school attorney.

Contract with Fiscal Advisors and Marketing, Inc.

Moved by Jacobus, seconded by Holleran.

RESOLVED, that the Horseheads Central School District Board of Education approves the contract with Fiscal Advisors and Marketing, Inc. as submitted.

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

Acting School Business Administrator Ralph Marino brought the contract with Fiscal Advisors and Marketing, Inc. to the Board for Board action. Ralph stated that in the spring we will do a RFP for this because it is a Professional Service.

Private Schools' Tutoring Agreement

Moved by Lively, seconded by Apgar.

RESOLVED, that the Horseheads Central School District Board of Education approves the Private Schools' Tutoring Agreement as submitted.

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

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MOTION CARRIED

Acting School Business Administrator Ralph Marino brought the Private Schools' Tutoring Agreement to the Board for Board action. Ralph stated this is with the Horseheads Christian School. The monies for this agreement will be under the Title 1 Grant. Our school attorney and BOCES worked together on this agreement.

Internal Claims Auditor Report(November)

Moved by Jacobus, seconded by Holleran.

RESOLVED, that the Horseheads Central School District Board of Education approves the Internal Claims Report for November as presented.

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

Acting School Business Administrator Ralph Marino brought the Internal Claims Auditor Report for November to the Board for Board action.

Appointment of Internal Claims Auditors Lesa Bussmann and Kim Dykes (to replace former Clams Auditor Kelli Lampman)

Moved by Jacobus, seconded by Holleran.

RESOLVED, that the Horseheads Central School District Board of Education approves the appointment of Lesa Bussmann and Kim Dykes as Internal Claims Auditor for 2010-2011. These auditors will be replacing former Internal Claims Auditor Kelli Lampman.

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

Acting School Business Administrator Ralph Marino brought the appointment of Lesa Bussmann and Kim Dykes as Internal Claims Auditor for 2010-2011 to the Board for Board action. These auditors will be replacing former Internal Claims Auditor Kelli Lampman. Board Member Mary Anne Holleran inquired to the type of background the women have in education. Ralph will look into this and report back to the Board. The women were hired by the Comptroller at BOCES.

Supplemental Educational Services Contract with Learner First

Moved by Jacobus, seconded by Apgar.

RESOLVED, that the Horseheads Central School District Board of Education approves the Supplemental Educational Services Contract with Learner First as submitted.

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

MOTION CARRIED

Acting School Business Administrator Ralph Marino brought the Supplemental Educational Services Contract with Learner First to the Board for Board action. Ralph stated that the District has used them in the past.

Supplemental Educational Services Contract with Educate Online

Moved by Brinthead, seconded by Strollo.

RESOLVED, that the Horseheads Central School District Board of Education approves the Supplemental Educational Services Contract with Educate Online.

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

MOTION CARRIED

Acting School Business Administrator Ralph Marino brought the Supplemental Educational Services Contract with Educate Online to the Board for Board action.

Resolution Regarding District-Wide Retirement Incentive

Moved by Jacobus, seconded by Holleran.

RESOLVED, that the Horseheads Central School District Board of Education authorizes the Superintendent of Schools to negotiate a district-wide Early Retirement Incentive with any interested association/unit in the District. The parameters of such an incentive are as follows:

- Annual aggregate salary savings of \$500,000 beginning with the 2011-2012 school year and beyond; and
- A deadline for participation being February 1, 2011.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar
 Brinthead
 Buck
 Holleran
 Jacobus
 Lively
 Lynch
 Miller
 Strollo

MOTION CARRIED

Acting School Business Administrator Ralph Marino brought the resolution to authorize the Superintendent of Schools to negotiate a district-wide Early Retirement Incentive with any interested association/unit in the District to the Board for Board action. Ralph stated this was discussed with the Human Resources Committee and the Finance Committee.

Resolution Regarding District-Wide Spending Freeze

Moved by Jacobus, seconded by Holleran.

RESOLVED, that the Horseheads Central School District Board of Education approves a district-wide spending freeze beginning January 1, 2011, and ending June 30, 2011, for all budget codes except those items pertaining to health and safety and those items required by federal law, state law, Commissioner's Regulations, collective bargaining agreements, lease agreements, BOCES and any other binding contracts/agreements including any local, state or federal grants. Any emergency expenditure(s) must be presented to the Acting School Business Administrator for contemplation of approval.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar
 Brinthead
 Buck
 Holleran
 Jacobus
 Lively
 Lynch
 Miller
 Strollo

MOTION CARRIED

Acting School Business Administrator Ralph Marino brought the approval of a district-wide spending freeze beginning January 1, 2011, and ending June 30, 2011, for all budget codes except those items pertaining to health and safety and those items required by federal law, state law, Commissioner's Regulations, collective bargaining agreements, lease agreements, BOCES and any other binding contracts/agreements including any local, state or federal grants. Any emergency expenditure(s) must be presented to the Acting School Business Administrator for contemplation of approval to the Board for Board action.

Internal Claims Auditor Report(November)

Moved by Jacobus, seconded by Holleran.

RESOLVED, that the Horseheads Central School District Board of Education approves the Internal Claims Auditor Report for November as submitted.

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

MOTION CARRIED

Acting School Business Administrator Ralph Marino brought the Internal Claims Auditor Report for November to the Board for Board action.

High School and Middle School Extra-Curricular Treasurer's Reports (November)

Moved by Jacobus, seconded by Strollo.

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

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

MOTION CARRIED

Acting School Business Administrator Ralph Marino brought the High School and Middle School Extra-Curricular Treasurer's Reports for November to the Board for Board action.

Treasurer’s Report(November)

Moved by Jacobus, seconded by Strollo.

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

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

MOTION CARRIED

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

Athletic Account’s Report(November)

Moved by Jacobus, seconded by Lively.

RESOLVED, that the Horseheads Central School District Board of Education approves the Athletic Account’s Report for November as submitted.

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

MOTION CARRIED

Acting School Business Administrator Ralph Marino brought the Athletic Account’s Report for November to the Board for Board action.

Human Resources Director’s Report

Moved by Brinthead, seconded by Strollo

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

CIVIL SERVICE (NYS CLEARANCE FOR EMPLOYMENT RECEIVED)

	<u>STATUS/POSITION</u>
Cady, Robin	Non-Instructional Substitute
Hackett, Leah	Non-Instructional Substitute
Schlickbernd, Elizabeth	Non-Instructional Substitute
Van Alstine, Kathy	Non-Instructional Substitute

CIVIL SERVICE SUBSTITUTE/TEMPORARY APPOINTMENTS:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Cady, Robin	Substitute Monitor, Teacher Aide	10/05/10	\$7.25/hr.
Chandanais, Ryan	Student Lifeguard	11/17/10	\$7.25/hr
Geinitz, Jenifer	Call-in Bus Driver/Transportation	11/10/10	\$10.56/hr.
Hackett, Leah	Substitute Clerical, Monitor, Teacher Aide	11/08/10	\$7.25-7.35/hr.
	Teaching Assistant		
Hoobler, Hunter	Student Lifeguard	11/16/10	\$7.25/hr.
Schlickbernd, Elizabeth	Substitute Clerk Typist	11/23/10	\$7.35/hr.
Smith, Glenn	Call-in Bus Driver/Transportation	11/10/10	\$10.56/hr.
Van Alstine, Kathy	Substitute Registered Nurse	11/16/10	\$11.00/hr.

CIVIL SERVICE APPOINTMENTS:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Clark, Cynthia C.	Bus Driver/Transportation (part-time)	11/10/10	\$10.56/hr.
Doolittle, Debra	Sr. Clerk Typist/GR	11/29/10	\$21,451 (pro-rated)

CIVIL SERVICE RESIGNATIONS:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>
Tyson, Wayne	Head Plumber/Facilities	11/12/10

INSTRUCTIONAL INTERNAL TRANSFERS:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Swimley, Kelly	Teaching Assistant/CS – AIS Classroom	01/03/11	no change

INSTRUCTIONAL SUBSTITUTE TEACHERS:

	<u>STATUS/POSITION</u>	<u>PREFERENCE</u>
Elston, Kyle	Degreed	Secondary
Gulich, Jeremy	Degreed	Elementary/Secondary
Washington, Ericka	Degreed	Elementary/Secondary
Zigas, Daniel	Degreed	Elementary/Secondary

WINTER COACHING & ATHLETIC SUPPORT STAFF APPOINTMENTS 2010-2011:

	<u>POSTION</u>	<u>EFFECTIVE</u>	<u>RATE</u>
*Wicks, Olivia	Co-Freshman Girls Basketball	10/15/10	\$2,197
*Spirawk, Stephanie	Co-Freshman Girls Basketball	10/15/10	\$2,197
*amended			

SPRING COACHING & ATHLETIC SUPPORT STAFF APPOINTMENTS 2010-2011:

	<u>POSTION</u>	<u>EFFECTIVE</u>	<u>RATE</u>
Spaziani, Lindsey	Head Coach Modified Softball	11/19/10	\$2,933
<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
Apgar			
Brinthaupt			
Buck			
Holleran			
Jacobus			
Lively			
Lynch			
Miller			
Strollo			

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

Special Education Department, “Snap Shot” Data Presentation

Director of Student Services Kim Williams and Assistant Director of Student Services Shawn McDonough presented a “Snap Shot” Data Presentation. Shawn gave a brief overview of the presentation that was presented to the Board in September on figures and October data that is on the BEDS forms. Shawn reviewed figures of classified students for October 2009, October 2010 and December 1st 2010. In October 2009, there were 663 students(15.4%), in October 2010 – 633 students(14.6%) and December 1, 2010 – 625(14.4%) who were classified. He stated there is a full one percent difference in the number of students classified.

Board President Brian Lynch stated 1% is huge. This is great. Brian stated he really appreciates the number comparison. Board Vice-President Michael Buck stated it is good to declassify a student. However, he inquired as to how often a student is reclassified. Theresa Woodworth stated we had two who were reclassified last year. The student was given additional support(AIS) at the building level as he did not qualify for resource room services. Theresa stated it is very rare for a student to be reclassified. Vice-President Buck stated this tells us that good decisions are being made when students do not have to be reclassified.

Student Representative’s Report

Update on High School Activities

Student Representative Daniel Strack reported on activities occurring in the High School including activities involving the Annual Food Drive, the Sophomore Class Red Kettle Bell Program through the Salvation Army, the December 20th Choir Concert, Marking Period and Report Card Dates and the January 11th Information Session. 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 December 10, 2010

Chair Rose Apgar reported on the December 10th tour of Ridge Road Elementary School. Rose stated the school is in excellent shape as all of the buildings are throughout the District. The kids were very polite and wanted them to stay in the classrooms. The new risers in the Music Room are beautiful and are very safe.

Board Member Mary Anne Holleran congratulated the staff on the warm welcome they received and how very polite the students were. It was very natural for the warmth that was expressed to the Board from the students which is partly due to what the students are learning from the staff at Ridge Road School. Mary Anne was also impressed with how engaged and excited the students were as they were using the Interactive Whiteboards. It was a wonderful experience to watch them learn.

Report from the Athletic and Extra-Curricular Committee

There was no report.

Report from the Audit Committee

There was no report.

Report from the Finance Committee

Chair Jim Jacobus reported on the December 7th 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 history of District spending, tax levies and tax rates. Dr. Marino shared ten years of information regarding District spending, tax levies and tax rates. The subcommittee reviewed a contract with Fiscal Advisor and Marketing, Inc. which was approved earlier tonight by the Board. Dr. Marino shared a three-year calendar for Request for Proposals(RFP's).

Report from the Outcomes and Assessment Committee

Meeting of December 1, 2010

Chair Michael Buck reported on the December 1st meeting of the Outcomes and Assessment Committee. He stated the Committee discussed the adoption of the High School English Textbook, Agenda Item 19.2, which was pulled from tonight's agenda due to the fact that the State is in the process of changing the curriculum which will affect the purchase of this textbook. He stated it doesn't make sense to spend a lot of money on books that may outdated very soon. Other items discussed included the Gardner Road School Improvement Plan, the Data Center and Kim Williams, Theresa Woodworth and Kelly Squires requested that Grade 5 CSE meetings be transferred from Theresa to Kelly. Jay Hillman updated the Committee on the FOSS Science Program. Alice Learn reviewed a draft of the 2010-2011 goals for the Outcomes and Assessment Committee, along with presenting the Committee with updates on the Response to Intervention and the Strategic Plan Implementation Team.

9th Grade ELA Textbook Adoption: Mirrors and Windows—Connecting With Literature

This item will be tabled to a later date due to changes in the curriculum.

Cont'd

reading of Current Board Policy 6900(Disposal of District Property) and Sample Policies and Exhibit from other Districts/BOCES, Proposed replacement Policy 5405(Student Wellness); replacing former Board Policy 4318, Proposed Board Policy 8500, Food Service Management, Proposed Board Policy 1400 – Public Complaints, and the 2000 Series.

Proposed Replacement Policy 5405(Student Wellness)—Replacing Current Board Policy 4318

Chair Rose Apgar presented the Board with the first reading of the Proposed Replacement Policy 5405(Student Wellness)—Replacing Current Board Policy 4318. Board Member John Lively inquired as to the cost of the designated Wellness Coordinator's position that is proposed in this new policy. Will the position be full or part time, where will the monies come from to pay for the new position? Director of Human Resources Judy Christiansen stated that she will be in charge of it which will not be an added cost to the District. Vice-President Michael Buck inquired regarding paragraph 1, the second sentence, "How do we measure this?" "How do we know whether the District is able to endeavor this?" Mrs. Christiansen does not have an answer to this. Vice-President Michael Buck also has concern with using the word, "should" in the first sentence of the second paragraph. Judy stated this is wording that is used by state legislation and that the District is not able to write the regulations of this Policy until it is approved by the Board. Judy stated the Board does not typically approve guidelines. Rose stated this Policy will be brought to the January 27, 2011 Board Meeting for Board action.

Proposed Change to Current Board Policy 8500(Food Service Management) 4318

Chair Rose Apgar presented the Board with the first reading of the Proposed Change to Current Board Policy 8500(Food Service Management) 4318. Rose stated the changes to this Policy is due to legislation. It has been reviewed and written by the lawyers. Rose stated this Policy will be brought to the January 27, 2011 Board Meeting for Board action.

Proposed Change to Current Board Policy 1400(Public Complaints)

Chair Rose Apgar presented the Board with the first reading of the Proposed Change to Current Board Policy 1400(Public Complaints)1400. Rose stated the only change to this Policy is the very last paragraph which has been added to the Policy. The proposed changes are per Title I Audit. Rose stated this Policy will be brought to the January 27, 2011 Board Meeting for Board action.

Question and Comments from Board Members

Board Member Mary Anne Holleran inquired as to the process for signing up for a WEBINAR. Superintendent Ralph Marino stated that Cathy Knowles should be contacted who will sign Board Members up to attend a WEBINAR. Cathy will also inform Board Members of up-coming WEBINARS.

Adjournment

Moved by Jacobus, seconded by Holleran.
RESOLVED, that the Horseheads Central School District Board of Education Meeting adjourn from its Regular Meeting of the Board of Education at 7:38 PM.

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

MOTION CARRIED

Moved by Jacobus, seconded by Miller.
RESOLVED, that the Horseheads Central School District go into Executive Session at 7:46 PM to review and act upon CSE/CPSE recommendations and to discuss two personnel issues.

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

MOTION CARRIED

Moved by Jacobs, seconded by Brinthaup
RESOLVED, that the Horseheads Central School District Board of Education approve the CPSE/CSE recommendations 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

Moved by Brinthaupt, seconded by Apgar.

RESOLVED, that the Horseheads Central School District Board of Education Meeting adjourn from Executive Session at 9:52 PM and reconvene to its Regular Meeting of the Board of Education at 9:53 PM.

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

Brinthaupt

Buck

Holleran

Jacobus

Lively

Lynch

Miller

Strollo

MOTION CARRIED

Moved by Holleran, seconded by Brinthaupt.

RESOLVED, that the Horseheads Central School District Board of Education Meeting adjourn from its Regular Meeting of the Board of Education at 9:54 PM.

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

Brinthaupt

Buck

Holleran

Jacobus

Lively

Lynch

Miller

Strollo

MOTION CARRIED

Respectfully Submitted By:

Candy L. Maine

Candy L. Maine

District Clerk