

**HCSD Board Members:**

President Brian Lynch, V-P Michael Buck, Rose Apgar,  
Mark Brinthead, Mary Anne Holleran, James Jacobus,  
John Lively, Ruth Miller, Pamela Stollo, and  
Student Rep. Daniel Strack or Alternate James Snyder

**Central Administrative Team:**

Ralph Marino, Jr., Ed.D., Superintendent and  
Acting School Business Admin.  
Alice Learn, Assistant Superintendent  
Judy Christiansen, Human Resources, Dir.  
Kim Williams, Student Servs. Director

**HORSEHEADS CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION BUSINESS MEETING  
JUNE 23, 2011  
6 P.M.  
MULTI-MEDIA CENTER (HIGH SCHOOL SOUTH WING)**

**AGENDA**

**PLEDGE OF ALLEGIANCE**

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| <b>1. CALL TO ORDER</b>   | <b>BOARD PRESIDENT</b>                                   |
| <b>2. MINUTES</b> (Business Mtg. of May 26, 2011)   | <b>BOARD ACTION</b>                                      |
| <b>3. BOARD PRESIDENT'S REMARKS AND AGENDA CHANGES</b> (if any)   | <b>BOARD PRESIDENT</b>                                   |
| <b>4. QUESTIONS AND COMMENTS</b>  | <b>COMMUNICATION FROM THE AUDIENCE</b>                   |
| <b>5. AWARDS, HONORS, AND RECOGNITION</b>   | <b>BOE, SUPT., AND/OR DISTRICT ADMINS.</b>               |
| <b>6. PRESENTATION</b>  |  |
| 6.1 STUDENT/STAFF HEALTH, SAFETY, & WELLNESS  | <b>DAVE KABEL, JUDY CHRISTIANSEN, AND SCOTT WILLIAMS</b> |
| 6.2 UPDATE ON SUPPLEMENTAL READING PROGRAM (Special Education) AT GARDNER ROAD, INTERMEDIATE, AND MIDDLE SCHOOLS      | <b>KIM WILLIAMS, DIRECTOR OF STUDENT SERVICES</b>        |
| <b>7. SUPERINTENDENT'S REPORT</b>   | <b>RALPH MARINO, JR.</b>                                 |
| 7.1 SUPERINTENDENT'S ATTENDANCE AT THE NATIONAL SUPERINTENDENT'S ROUNDTABLE MEETING IN CHICAGO, IL (July 22-24, 2011) | <b>BOARD ACTION</b>                                      |
| 7.2 PROPOSED 2011-12 BOARD OF EDUCATION MTGS.   | <b>BOARD ACTION</b>                                      |
| 7.3 REVISED 2011-12 SCHOOL CALENDAR   | <b>BOARD ACTION</b>                                      |
| <b>8. PRESIDENT'S REPORT</b>  | <b>BRIAN LYNCH</b>                                       |
| 8.1 SUPERINTENDENT'S EMPLOYMENT AGREEMENT   | <b>BOARD ACTION</b>                                      |
| 8.2 SOLICITATION OF BOE MEMBERS INTERESTED IN BEING NOMINATED FOR OFFICE OF BOARD PRESIDENT OR VICE PRESIDENT         | <b>INFORMATION ONLY</b>                                  |
| 8.3 REVIEW OF BOE 2010-11 GOALS   | <b>DISCUSSION ONLY</b>                                   |
| <b>9. ASSISTANT SUPERINTENDENT'S REPORT</b>   | <b>ALICE LEARN</b>                                       |
| 9.1 SUMMER LEARNING ACADEMY UPDATE  | <b>INFORMATION ONLY</b>                                  |

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| <b>10. ACTING SCHOOL BUSINESS ADMINISTRATOR'S REPORT</b>  | <b>RALPH MARINO, JR.</b>   |
| 10.1 BUDGET TRANSFER REPORT (May 2011)  | INFORMATION ONLY           |
| 10.2 REVENUE AND EXPENSE REPORTS (May 2011)   | BOARD ACTION               |
| 10.3 INTERNAL CLAIMS AUDITOR REPORT (May 2011)  | BOARD ACTION               |
| 10.4 HS AND MS EXTRA-CURRICULAR TREASURER'S REPORT (May 2011)   | BOARD ACTION               |
| 10.5 TREASURER'S REPORT (May 2011)  | BOARD ACTION               |
| 10.6 ATHLETIC ACCOUNTS REPORT (May 2011)  | BOARD ACTION               |
| 10.7 INCREASE IN APPROPRIATIONS (to High School)  | BOARD ACTION               |
| 10.8 BUDGET TRANSFERS THAT EXCEED THE \$10,000 LIMIT  | BOARD ACTION               |
| 10.9 THE OMNI GROUP RENEWAL SERVICES AGREEMENT  | BOARD ACTION               |
| 10.10 FOSTER'S DISPOSAL SERVICE AGREEMENT FOR TRASH AND RECYCLABLE REMOVAL (July 1, 2011 through June 30, 2012).                  | BOARD ACTION               |
| 10.11 DISPOSAL OF DISTRICT PROPERTY (Technology Equipment District-Wide)  | BOARD ACTION               |
| 10.12 EXCELLUS BC/BS RENEWAL CONTRACT   | BOARD ACTION               |
| 10.13 RESOLUTION TO TRANSFER FUNDS FROM THE RETIREMENT INCENTIVE DESIGNATION TO THE GENERAL FUND                                  | BOARD ACTION               |
| 10.14 RESOLUTION TO TRANSFER FUNDS FROM THE EMPLOYEE BENEFIT ACCRUED LIABILITY RESERVE TO THE GENERAL FUND                        | BOARD ACTION               |
| 10.15 RESOLUTION TO TRANSFER FUNDS FROM THE TAX CERTIORARI RESERVE TO THE GENERAL FUND  | BOARD ACTION               |
| 10.16 SCHOOL PICTURE BID AWARD  | BOARD ACTION               |
| 10.17 INSURANCE BID AWARD   | BOARD ACTION               |
| 10.18 FINE PAPER BID AWARD  | BOARD ACTION               |
| 10.19 BID AWARDS FOR SUMMER CAPITAL PROJECT   | BOARD ACTION               |
| 10.20 HIGHER HOPE CHURCH BROAD STREET LEASE AGREEMENT   | BOARD ACTION               |
| 10.21 EOP BROAD STREET LEASE AGREEMENT  | BOARD ACTION               |
| 10.22 YMCA BROAD STREET LEASE AGREEMENT   | BOARD ACTION               |
| <b>11. HUMAN RESOURCE DIRECTOR'S REPORT</b>   | <b>JUDY CHRISTIANSEN</b>   |
| 11.1 HR SUB-COMMITTEE RECOMMENDATIONS   | BOARD ACTION               |
| <b>12. DIRECTOR OF STUDENT SERVICES REPORT</b>  | <b>KIM WILLIAMS</b>        |
| 12.1 SERVICE AGREEMENT BETWEEN EDUCATIONAL & MANAGEMENT SERVICES AND THE DISTRICT FOR SERVICES TO OUR STUDENT SERVICES DEPARTMENT | BOARD ACTION               |
| <b>13. STUDENT REPRESENTATIVE'S REPORT</b>  | <b>DANIEL STRACK</b>       |
| 13.1 UPDATE ON HIGH SCHOOL ACTIVITIES   | INFORMATION ONLY           |
| <b>14. LEGISLATIVE LIAISON REPORT</b>   | <b>ROSE APGAR, LIAISON</b> |
| <b>15. REPORT FROM THE VISITATION COMMITTEE</b>   | <b>ROSE APGAR, CHAIR</b>   |
| <b>16. REPORT FROM THE ATHLETIC &amp; EXTRA-CURRICULAR COMMITTEE</b>  | <b>JOHN LIVELY, CHAIR</b>  |

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| 17. <b>REPORT FROM THE AUDIT COMMITTEE</b><br>17.1 MTG. OF JUNE 14, 2011   | <b>PAM STROLLO, CHAIR</b>  |
| 18. <b>REPORT FROM THE FINANCE COMMITTEE</b><br>18.1 MTG. OF JUNE 13, 2011   | <b>JIM JACOBUS, CHAIR</b><br>INFORMATION ONLY  |
| 19. <b>REPORT FROM THE OUTCOMES &amp; ASSESSMENT COMMITTEE</b><br>19.1 MTG. OF JUNE 1, 2011  | <b>MIKE BUCK, CHAIR</b><br><br>INFORMATION ONLY  |
| 20. <b>REPORT FROM THE PLANNING AND DEV. COMMITTEE</b><br>20.1 MTG. OF JUNE 6, 2011  | <b>MARY ANNE HOLLERAN, CHAIR</b><br>INFORMATION ONLY   |
| 21. <b>REPORT FROM THE HUMAN RESOURCES COMMITTEE</b>   | <b>MARK BRINTHAUPT, CHAIR</b>  |
| 22. <b>REPORT FROM THE POLICY REFERRAL/REVIEW COMMITTEE</b><br>22.1 MTG. OF JUNE 1, 2011<br>22.2 PROPOSED CHANGES TO PAGE 8 AND 10 OF THE STUDENT CODE OF CONDUCT<br>22.3 PROPOSED CHANGE TO BOARD POLICY 7370: SUPERVISION OF CONSTRUCTION<br>22.4 PROPOSED CHANGES TO BOARD POLICY 2520: BOARD MEMBER DEVELOPMENT OPPORTUNITIES<br>22.5 PROPOSED CHANGE TO BOARD POLICY 5100: COMPREHENSIVE STUDENT ATTENDANCE<br>22.6 NEWLY PROPOSED BOARD POLICY 6620: FUND BALANCE POLICY IN ACCORDANCE WITH GASB (GOVERNMENTAL ACCOUNTING STANDARDS BOARD) STATEMENT NO. 54<br>22.7 PROPOSED CHANGES TO BOARD POLICY 4511: TEXTBOOK SELECTION AND ADOPTION<br>22.8 PROPOSED CHANGES TO BOARD POLICY 6600: FISCAL ACCOUNTING AND REPORTING<br>22.9 PROPOSED CHANGES TO BOARD POLICY 2510: PROSPECTIVE AND NEW BOARD MEMBER ORIENTATION<br>22.10 PROPOSED CHANGES TO BOARD POLICY 2530: MEMBERSHIP IN SCHOOL BOARDS ASSOCIATIONS | <b>ROSE APGAR, CHAIR</b><br><br>INFORMATION ONLY<br>BOARD ACTION<br>BOARD ACTION<br>BOARD ACTION<br>BOARD ACTION<br>BOARD ACTION<br><br>DISCUSSION ONLY<br>DISCUSSION ONLY<br>DISCUSSION ONLY<br>DISCUSSION ONLY |
| 23. <b>QUESTIONS/COMMENTS FROM BOARD MEMBERS</b>   |  |
| 24. <b>MOTION TO ADJOURN TO EXECUTIVE SESSION</b><br>24.1 CSE/CPSE RECOMMENDATIONS<br>24.2 REVIEW OF BOE SELF-EVALUATION   |  |
| 25. <b>RECONVENE TO PUBLIC SESSION</b>   |  |
| 26. <b>ADJOURNMENT</b>   |  |

**UPCOMING 2011 BOARD MEETINGS:**  
Organizational and Business Meeting, July 7, 2011

**UPCOMING 2011 BOARD COMMITTEE MEETINGS:**  
(None scheduled at this time)

**NOTE: These board meetings and committee meetings are subject to change.**

## **Our Mission**

“Quality Education for All”

The Mission of the Horseheads Central School Community is to provide a quality education for all within a nurturing environment which promotes excellence, growth, and a sense of civic responsibility.

## **Our Vision**

We, the Horseheads School Community, want a district that:

- is nurturing and responsive;
- strives for balance in a supportive, safe, encouraging environment;
- recognizes the need for continual improvement in an ever-changing world;
- has a clearly defined focus on learning outcomes, collaboration, and support systems; and
- creates an environment within which everyone can thrive and achieve his/her highest potential.

## **Our Beliefs**

We believe:

- everyone can achieve his/her highest potential;
- trust is essential for growth;
- learning is cooperative;
- programs are inclusive;
- success will be nurtured and expected;
- learning is performance-based;
- decisions are data-based; and
- responsibility, respect and results guide our every effort.

## **Exit Outcomes**

The Horseheads Central School graduate will be...

- a life-long learner;
- a caring, productive citizen;
- an effective communicator;
- a creative problem-solver;
- a quality decision-maker;
- a healthy, well-rounded person

**HORSEHEADS CENTRAL SCHOOL DISTRICT**  
**2010-11 BOARD/DISTRICT GOALS**

The Board of Education embraces the importance of short-term and long-term strategic planning in relation to Character Education/Wellness, Student Achievement, Community Relations/Partnerships, Buildings/Facilities, Financial Planning/Development, and Professional Development/District Culture. Our district has made a significant investment in this model of planning and development for all facets of the operation. We encourage our staff and community members to visit the district's website ([www.horseheadsdistrict.com](http://www.horseheadsdistrict.com)) for more information on the 10-Year Strategic Plan and Implementation Team. Below are the Board of Education's goals for the school district for the 2010-11 school year. Some of the goals may be specific to certain stakeholder groups.

**GOAL #1**

Character Education and Wellness

- Begin work on a district-wide character education program
  - Research new and updated tools by June 30, 2011
  - Identify other states and programs, that have successful outcomes, by June 30, 2011
  - Identify best practices within the district by June 30, 2011

**GOAL #2**

Student Achievement

- Increase percentage of students who pass NYS Grade 3-8 student assessments by 2% over previous year
- Increase percentage of students who pass NYS Regents exams, other than Foreign Language and Physics (already achieving at least 98% passing rate), by 2% over previous year
- Increase percentage of students achieving mastery level in all NYS Regents exams by 2% over previous year

**GOAL #3**

Community Relations and Partnerships

- Update Data Center to include 2009-2010 student achievement data by June 30, 2011
- Identify other district data from demographic software that should be added to district Data Center by December 31, 2010
- Conduct Community, Staff, and Student Voice surveys by March 31, 2011

**GOAL #4**

Buildings and Facilities

- Verify that all district sites are actively participating in a recycling program by June 30, 2011
- Ensure that all non-participating sites have an active recycling program in place by June 30, 2011

**GOAL #5**

Financial Planning and Development

- Maintain the financial soundness of the school district
- Continue to update the district's five-year budget and reserve forecast by 10/31/10, 1/31/11, and 4/30/11
- A voter approved 2011-12 budget that maintains quality programming, while being fiscally responsible to the community
- Successfully negotiate 8 employee contracts that are fair and equitable to all stakeholders

**GOAL #6**

Professional Development and District Culture

Board Development Plan—

- 100% Participation in Board Annual Retreat in August 2010
- 100% Participation in BOE Annual Mini-Retreat in January 2011
- 100% New Board Member Participation in "New School Board Member Academy" and mandated "Fiscal Oversight Training"
- 33% Participation in NYSSBA Workshops and Conferences
- 100% Participation in at least one Workshop, Conference, or on-line Training Session

Staff Development Plan—

- Research and develop, based upon identified needs, staff development plans for all personnel

Approved: July 1, 2010  
Board of Education