

DRAFT

**Horseheads Central School District
Business Meeting of the Board of Education
Big Flats Elementary School Auditoria
November 17, 2011**

Present: Blaney, Brinthaup, Buck, Conklin, Jacobus, Lively, Lynch, Stollo

Also Present: Bailey, Christiansen, Learn, Marino, Moyer, Preston, Scaptura, Williams

Absent: Holleran, Miller

Call to Order: President Brian Lynch called the meeting to order at 6:03 PM.

Minutes

Moved by Lively, seconded by Stollo.

RESOLVED, that the Horseheads Central School District Board of Education accepts the minutes of the Business Meeting of October 27, 2011, as amended.

Ayes	Noes	Abstained	Absent
Brinthaup			
Buck			
Conklin			
			Holleran
Jacobus			
Lively			
Lynch			
			Miller
Stollo			

MOTION CARRIED

President's Remarks

President Brian Lynch welcomed everyone to tonight's meeting. Brian stated it is really great to travel to the various schools and see what is happening. Brian stated Big Flats is a great school and he always looks forwards to its presentations. President Lynch stated that Board Members Mary Anne Holleran and Ruth Miller are unable to attend tonight's meeting due to a conflict.

Agenda Changes

President Brian Lynch stated there will be an Executive Session directly after tonight's Regular Session to approve CSE/CPSE recommendations and to discuss the employment history of five particular employees. Brian stated it is so nice to see such a large number of people in attendance. He explained the guidelines for the Question/Comment Section as per Board Policy 2370 which is next on the agenda. Brian emphasized that the Board will not hear any personal concerns against personnel. If there is a concern, the administrator needs to be contacted first, then if the issue continues, it may be brought to the Board.

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Questions and Comments from the Public

There were no Questions or Comments from the Public.

Awards, Honors and Recognition

Superintendent Dr. Ralph Marino recognized the following honors and achievements:

- The High School Student Council collected approximately 4,600 items of food for the Horseheads Food Pantry. Ralph stated, this is very, very impressive.
- Senior Brian Crimmins was honored as the Elmira Kiwanis Club's Outstanding Male Athlete of the Fall Season. Ralph is very proud of Brian.
- Middle School Family and Consumer Science Teachers Sue Carney and Libby Licht, as well as the Career Development Council, for helping eighth-graders prepare for the world of work and college through the Mock Interview Program. Ralph stated this is one of the highlights of the year for him. He was very excited to be able to be a part of it.
- High School Sophomore Emily Doyle who was named as the Central New York Professional Golfers Association Junior Girls Player of the Year. She won the Tour Championship and had the low stroke average for the 15-18 year-old girls division for 2011. Ralph is very proud of her.
- The Girls' Varsity Soccer Team and Coach Meghan Strong who won the 2011 Wilson Award for Sportsmanship, an award voted on by the Chemung Valley Soccer Officials. Ralph is very proud of them.
- Middle School students and staff who raised more than \$2,000 for UNICEF during Halloween and the National Junior Honor Society who raised more than \$800 for flood relief by selling "candy grams." Ralph is very proud of them.
- High School Business Teacher Sandy Deiseroth's Math for Personal Finance classes who participated in the Mad City Money Program through Corning Credit Union, with assistance from the Career Development Council.

Board President Brian Lynch thanked Board Vice-President Michael Buck for filling in for him for two previous meetings this calendar year that he was unable to attend due to being out of town.

Presentations

Big Flats School Presentation, "Don't Stop Believing!"

Big Flats Elementary Principal Liz Scaptura, along with members of the School's Site-Based Team, reported on the exciting things that are occurring at Big Flats Elementary School. They spoke of their focus on the students and how they are supporting them and the school community. They explained their efforts to "Go Green" and how those efforts support the Ten-Year Strategic Plan. A video that was created by the students in the GST BOCES New Visions Communication Program, which highlighted the student's amazing participation in the "Go Green Recycling Program" at the school was shown. In the past the school would generate 12-14 bags of garbage per day; whereas, now they generate only 2 bags, significantly increasing what they recycle.

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The Team highlighted the unique programs at the school, including the Full Option Science System(FOSS) Program, Supporting the 21st Century Learning, the "Go Green Recycling Program," the Adoption of MacArthur Elementary School in Binghamton following the floods that devastated this area, the school houses the ASD Program, contributions that have been made to the Chemung County SPCA and participating in "Weekly Denim Day for Charities." The school is also working on sharing resources across the school, the District and the community and working to become more involved with the various programs in the Town of Big Flats.

The Team highlighted some of the ways in which they face challenges by keeping focus on the students which is their primary reason for why they are here as teachers. The staff is very appreciative of what they have vs. what they do not have. This proved true this past September when the students adopted MacArthur Elementary School in Binghamton following the floods that devastated this area. They collected many supplies in their time of need to help them get back on their feet. The teachers partake in the "Go Green Recycling Program," Sharing Resources and Best Practices and Utilizing Volunteers.

The Team highlighted some of the ways in which they support the District Goals by increasing New York State Assessments by 2%, revising the Character Education Program, supporting 21st Century Learning, and creating the School's Handbook.

Board President Brian Lynch thanked Rich Preston and the New Visions students and Big Flats staff and students for producing a very impressive video. The kids did a fantastic job. Brian stated that he is very impressed with the great things that are occurring at Big Flats Elementary School. The "Go Green Recycling Program" is incredible. The life-long concepts that the students are learning on a daily basis from this initiative is amazing. Brian stated that Adopting MacArthur Elementary School is an amazing thing to do and shows the compassion that the staff and students have for those who have suffered devastation.

Board President Brian Lynch spoke on behalf of Board Member Mary Anne Holleran who was unable to be here tonight. Mary Anne wanted to thank Principal Liz Saptura for the wonderful things that are occurring at Big Flats Elementary School. Mary Anne stated the atmosphere is very cordial to learning; the Character Education Program is evident through the school and the "Go Green Program" is amazing. Mary Anne was very impressed with the number of classmates who showed their compassion when a fellow student fell. The children were actively engaged with a very high level of involvement in each classroom that she visited.

Board Member Pam Strollo stated that every day when she drives by the school she has a smile on her face when she sees the kids go in the building. She congratulated the staff and students on the success of their "Go Green Recycling

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Program” and with the adoption of MacArthur Elementary School. The results of the “Go Green Program” is phenomenal. She thanked the PTO for everything they do. She told the staff and students to keep up the good work and that the Board is in full support of their efforts.

Big Flats Elementary School PTO Update

PTO Representatives Jessica Casey and Lynette Hampton presented the Board with an update from the PTO. The motto of the Big Flats PTO is “Bringing the home and school together.” The PTO sponsors a large number of programs/activities/events that form a strong bond between the school, the children’s families and the Big Flats community. The PTO continues to “Go Green” by using electronic emails as their major form of communication with their families and school community. When it is necessary to send a flyer home, it goes home with only one student per household. The PTO continues to look for ways to “Go Green.” Some of the programs/activities/events that the PTO sponsors include the Kindergarten Tea which is held on the first day of school, Desserts in the Park which is held in September as a way for families to intermingle and meet their children’s fellow classmates and their families, the Winter Festival in the Park, Family Fun Nights and Family Science Expo. All of these events are cost-free to the students and their families. The PTO also purchases two books a year for every child. The PTO pays for the schools field trips, classroom supplies and any other necessary items that are requested.

Board President Brian Lynch thanked the Big Flats PTO for their continued support and commitment to the staff and students at Big Flats Elementary School. They do a wonderful job with the many programs and events that they sponsor on behalf of the school.

Transportation System Update

Transportation Supervisor Ella Preston updated the Board on how the Transportation System is going this year with the reduction of staff and runs. Ella stated there were nine bus driver retirements last year with only one driver being replaced which resulted in a consolidation of ten percent reduction in runs. Ella reported that even with this reduction the day-to-day runs are going well with a minimum of complaints. As a result of the reduction, the Transportation Team reviewed all the bus runs, eliminating five regular runs and two special needs runs by consolidating them into other bus runs. This is an estimated savings of approximately 30,000 miles which is a financial savings of \$10,500 of fuel at today’s prices for the year. Ella reported on the conversion to Schooltool and its effects on the Transportation Department. There were only a number of minor changes with the new software, Bus Star, that Dan Tice and the BOCES Computer Team were able to fix very quickly. The Department is currently looking into some printing and mailing savings by no longer printing the Parent/Student Bus Manual. Instead it will be sent to the parents via a link to the on-line manual and given printed copies to parents without computer access. The Department is also investigating the possibility of emailing bus passes to the parents. Board President Brian Lynch thanked Ella for an excellent report.

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Facilities Update

Director of Secondary Education/Facilities Jay Hillman updated the Board on the completion of Capital Projects during the summer. Jay stated the Energy Conservation Audit came back great and thanked the administrators, principals, staff and custodial staff for being very conscientious in the area of energy conservation. He stated that we will continue to squeeze things out of the system as much as we can with a result of all of the efforts going into the building budgets. As adults it is important for us to set good examples which will carry over to the kids conserving energy also. Jay stated backhoe equipment and devices will be inspected next week and the architect is working on prioritizing the work that will be done next year.

Superintendent's Report**Update on District Initiatives**

Superintendent Dr. Ralph Marino updated the Board on the District Initiatives. Ralph stated the Implementation Team held their third meeting for year and the work is going very well. We have a wonderful group this year who are working very hard. Curriculum Mapping(Pre-K-12) is on hold due to reforms that are taking place within the State. Race to the Top is on-going. Unfortunately, the District will not have enough money to do all the required items even though they all must be done. There are none that the District is able to opt out of. The District is in its second year of the STEAM FOSS Pilot in Grades 2,3,4, and 6. It is going very well. Technology is on-going with the Parental Portal going live on December 1st. To date 2,200 parents have signed up for it. Professional Development has begun for the Comprehensive ELA Program with full implementation to be in September 2012. Dr. Marino stressed the importance for the District to remember all of the work and the success stories of what we have accomplished over the past five years. Board Member Jim Jacobus stated he would like to see a presentation on the Parent Portal. Board President Brian Lynch thanked Dr. Marino for the updates.

Update on Visitation To China

Superintendent Dr. Ralph Marino thanked the Board for giving him the opportunity to visit China. He stated he was part of a delegation of some 400 educators including Superintendents, principals, administrators, Board members and other educational leaders. The trip was funded through the National Superintendent's Roundtable, the AP College Board and the Chinese Hanban/Confucius Institute Headquarters. There wasn't an expense to the District. Dr. Marino stated the delegation came about as a result of the Chinese government's interest in creating partnerships with schools in the United States, including teacher and student exchanges, sister school programs, technology connections and pen pal programs. Ralph stated he visited several schools and towns, talking with students and adults about the educational system. Board President Brian Lynch thanked Dr. Marino for a very thorough and informative report.

President's Report

There wasn't a report.

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Assistant Superintendent's Report**SED School Accountability Report**

Assistant Superintendent Alice Learn provided the Board with an update of the SED School Accountability Report. Alice stated that we have three SINI Schools(Gardner Road, the Intermediate School and Middle School). The Intermediate School and the Middle School are the new schools that have been identified. The four remaining schools(Big Flats, Center Street, Ridge Road and the High School) are in good standing. As a result of having both an elementary and a secondary school on the list, we are now on the list as a District in need of improvement. The next step is that we are mandated to set aside ten percent of our Title 1 Funds(\$48,000) to go towards special education development. Gardner Road had to send a letter to all of the parents offering them the opportunity for their child to attend the school of their choice which would be either Big Flats or Center Street. Only one family chose to do so which resulted in the District having to pay for daily transportation to and from school. Assistant Superintendent Alice Learn, Director of Elementary Education Virginia Abrunzo and Intermediate School/Middle School Principal Bobbi Brock and her staff put together a portfolio of indicators that the BOCES Team came in and reviewed. The District will receive a report next week and a Comprehensive Plan will be written to correct the Plan. Gardner Road and the Intermediate School are mandated to offer supplementary education to its students. All students who qualify for free or reduced lunch qualify to receive supplementary education services even if their scores are at a level four. Middle School has to offer all of the same services to its students except for Supplemental Education Services as it is not a Title I School.

Board Member Mark Brinthaup expressed his concern that due to students not meeting the necessary scores in the lower grades there runs the risk of the domino effect of the upper level schools also being a school in need in the future. Will we run the risk every year of a school becoming a Title I School due to the same group of students moving onto the next school? Assistant Superintendent Alice Learn stated we are trying very hard to prevent this from happening. The bar has been raised on the State Assessments and a cushion was put in place. We believe that between the corrective reading program being implemented and the new reading program, "Treasures", we are going in the right direction to prevent this.

Board Member John Lively inquired as to what the Title 1 money is being used for. Alice stated that \$48,000 is for Professional Development and \$97,152 is for School Choice Transportation and Support Services. Superintendent Dr. Ralph Marino stated that a total of 279 families qualified for the Supplemental Services with only 45 families signing up for services. It costs \$1,140 per student. We have to prioritize those students who are in greatest need. The money can be reallocated for other things if we don't use it all as we did last year for the Summer Learning Academy.

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Supplemental Education Services Contracts

Moved by Strollo, seconded by Brinthaup.

RESOLVED, that the Horseheads Central School District Board of Education approves the Supplemental Education Services Contracts as submitted.

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

Strollo

MOTION CARRIED

Assistant Superintendent Alice Learn brought the Supplemental Education Services Contracts to the Board for Board action. Alice stated the SES Provider agrees to provide the services for each individual student as set forth in the Supplemental Education Services Agreement and Individual Achievement Plan. The term of the agreement is effective November 2, 2011, and will end on August 31, 2012.

Adult Education Contract

Moved by Brinthaup, seconded by Strollo.

RESOLVED, that the Horseheads Central School District Board of Education approves the Adult Education Contract as submitted.

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

Strollo

MOTION CARRIED

Assistant Superintendent Alice Learn brought the Adult Education Contract to the Board for Board action. Alice stated this is contractual training for the Secretarial Unit to enhance their knowledge of Windows 7 – Office 10(Word and Excel). It will be for a total of three hours, with a maximum number of 15 participants which will cost \$300.00.

Acting School Business Administrator’s Report

Increase in Appropriations(From CS PTO for BOCES Co-Ser 401)

Moved by Lively, seconded by Jacobus.

WHEREAS, the appropriation expenditure for fiscal year 2011-2012 was approved and set on May 17, 2011...AND....

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

BE IT FURTHER RESOLVED, that the 2011-2012 budget be increased by \$216.75 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	\$216.75	BOCES CoSer 401 – Arts in Education
A-980-2705	\$216.75	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 \$70,942,085.06....AND.....

BE IT FURTHER RESOLVED, that such changes in appropriation become effective November 17, 2011.

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

MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino stated the District received a donation of \$216.75 from the Center Street Elementary PTO. This donation will go towards funding the “Laurie’s Stories” assembly that was held at the Center Street Elementary School on October 5, 2011.

Increase in Appropriations(From OhioPyle to HS)

Moved by Lively, seconded by Jacobus.

WHEREAS, the appropriation expenditure for fiscal year 2011-2012 was approved and set on May 17, 2011...AND....

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

BE IT FURTHER RESOLVED, that the 2011-2012 budget be increased by \$52.83 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 \$52.83 High School Supplies

A-980-2705 \$52.83 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 \$70,942,137.89....AND.....

BE IT FURTHER RESOLVED, that such changes in appropriation become effective November 17, 2011.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
Brinthaup			
Buck			
Conklin			
Jacobus			Holleran
Lynch			Miller
Stollo			

MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino stated the Horseheads High School received a donation of \$52.83 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.

Increase in Appropriations(From CS PTO for Computer Software Purchases)

Moved by Brinthaup, seconded by Lively.

WHEREAS, the appropriation expenditure for fiscal year 2011-2012 was approved and set on May 17, 2011...AND....

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

BE IT FURTHER RESOLVED, that the 2011-2012 budget be increased by \$137.37 and this increase be funded by the reimbursement to revenue code A980-2705.

The appropriation for the following codes should be increased:

A-1680-99-30-469 \$137.37 Computer Software

A-980-2705 \$137.37 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 \$70,942,275.26....AND.....

BE IT FURTHER RESOLVED, that such changes in appropriation become effective November 17, 2011.

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

MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino stated the District received a donation from the Center Street Elementary PTO in the amount of \$137.73. This donation will go towards funding three(3) Raz-Kids computer software licenses for the Center Street Elementary School.

Increase in Appropriations(From Corning Inc. for STEM Curriculum Coordinator)

Moved by Brinthead, seconded by Lively.

WHEREAS, the appropriation expenditure for fiscal year 2011-2012 was approved and set on May 17, 2011...AND....

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

BE IT FURTHER RESOLVED, that the 2011-2012 budget be increased by \$14,513.00 and this increase be funded by the reimbursement to revenue code A980-2705.

The appropriation for the following codes should be increased:

A-2110-14-490 \$14,513.00 BOCES CoSer 506 – STEM Curriculum Coordinator

A-980-2705 \$14,513.00 Revenue –Donation

Cont'd

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 \$70,956,788.26....AND.....

BE IT FURTHER RESOLVED, that such changes in appropriation become effective November 17, 2011.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
Brinthaupt			
Buck			
Conklin			
Jacobus			Holleran
Lynch			Miller
Strollo			

MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino stated the District received a donation from Corning Incorporated in the amount of \$14,513.00. This donation will increase CoSer 506 to help fund and support the STEM(Science, Technology, Engineering, and Math) Curriculum Coordinator. Secondary Director of Curriculum Jay Hillman stated this donation has been received directly from Corning Incorporated and will be used to help the District offset its cost for the STEM Coordinator Jeremy Wheeler.

Increase in Appropriations(E-Rate from Verizon)

Moved by Lively, seconded by Jacobus.

WHEREAS, the appropriation expenditure for fiscal year 2011-2012 was approved and set on May 17, 2011...AND....

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

BE IT FURTHER RESOLVED, that the 2011-2012 budget be increased by \$16,191.22 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	\$16,191.22	Computer Hardware
A-980-2770	\$16,191.22	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 \$70,972,979.48....AND.....

BE IT FURTHER RESOLVED, that such changes in appropriation become effective November 17, 2011.

Cont'd

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
Brinthaup			
Buck			
Conklin			
			Holleran
Jacobus			
Lynch			
			Miller
Stollo			

MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino stated the Horseheads Central School District received \$16,191.22 from Verizon-New York, Inc., E-Rate reimbursement on phone services from prior year. This money is to be used towards purchasing district-wide computer equipment through BOCES.

Tax Collector’s 2011-2012 Final Report

Moved by Jacobus, seconded by Stollo.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Tax Collector’s 2011-2012 Final Report as submitted.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
Brinthaup			
Buck			
Conklin			
			Holleran
Jacobus			
Lively			
Lynch			
			Miller
Stollo			

MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino brought the approval of the Tax Collector’s 2011-2012 Final Report to the Board for Board action. Superintendent Dr. Ralph Marino stated this is the final amount that was collected. We are only off by \$1.00 which is fantastic.

Treasurer’s Report(September 2011)

Moved by Jacobus, seconded by Lively.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Treasurer’s Report for September 2011 as submitted.

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

Cont’d

Strollo

MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino brought the approval of the Treasurer's Report for September 2011 to the Board for Board action.

Revenue & Expense Reports(July – October 2011)

Moved by Brinhaupt, seconded by Jacobus.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Revenue and Expense Reports for July – October 2011 as submitted.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
Brinhaupt			
Buck			
Conklin			
			Holleran
Jacobus			
Lively			
Lynch			
			Miller

Strollo

MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino brought the approval of the Revenue and Expense Reports for July – October 2011 to the Board for Board action.

Budget Transfer Reports(July – October 2011)

Moved by Jacobus, seconded by Brinhaupt.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Budget Transfer Reports for July – October 2011 as submitted.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
Brinhaupt			
Buck			
Conklin			
			Holleran
Jacobus			
Lively			
Lynch			
			Miller

Strollo

MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino brought the approval of the Budget Transfer Reports for July – October 2011 to the Board for Board action.

Budget Transfers Over \$10,000

Moved by Jacobus, seconded by Stollo .

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the budget transfer in the amount of \$17,603.00, which exceeds the Superintendent's \$10,000 approval limit.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
Brinthead			
Buck			
Conklin			
			Holleran
Jacobus			
Lively			
Lynch			
			Miller
Stollo			

MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino brought the approval of a budget transfer for \$17,603.00 which exceeds the Superintendent's \$10,000 approval limit to the Board for Board action. Ralph stated this transfer is required to cover increased administrative costs for the Flex Plan.

Athletic Accounts Report(October 2011)

Moved by Jacobus, seconded by Stollo.

RESOLVED, that the Horseheads Central School District Board of Education approves the Athletic Accounts Report for October 2011 as presented.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
Brinthead			
Buck			
Conklin			
			Holleran
Jacobus			
Lively			
Lynch			
			Miller
Stollo			

MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino brought the Athletic Accounts Report for October 2011 to the Board for Board action.

High School Central Treasurer's Report(October 2011)

Moved by Jacobus, seconded by Brinthead.

RESOLVED, that the Horseheads Central School District Board of Education approves the High School Central Treasurer's Report for October 2011 as presented.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
Brinthead			
Buck			
Conklin			

Cont'd

Jacobus
Lively
Lynch

Holleran

Strollo
MOTION CARRIED

Miller

Acting School Business Administrator Dr. Ralph Marino brought the High School Central Treasurer's Report for October 2011 to the Board for Board action.

Claims Auditor Report(October 2011)

Moved by Brinhaupt, seconded by Jacobus.

RESOLVED, that the Horseheads Central School District Board of Education approves the Claims Auditor Report for October 2011 as presented.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Brinhaupt			
Buck			
Conklin			

Holleran

Jacobus
Lively
Lynch

Miller

Strollo
MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino brought the Claims Auditor Report for October 2011 to the Board for Board action.

Human Resources Director's Report

Human Resources Sub-Committee Recommendations

Moved by Strollo, seconded by Livley.

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

CIVIL SERVICE CLEARANCE FOR EMPLOYMENT (FINGERPRINTED):

	<u>STATUS/POSITION</u>
Doty, Kimberly	Occupational Therapist
Drew, Brenda	Non-Instructional Substitute

CIVIL SERVICE SUBSTITUTE/TEMPORARY APPOINTMENTS:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Davis, Christine	Sub Teacher Aide	10/27/11	\$7.25/hr.
Drew, Brenda	Sub Food Service Helper	11/01/11	\$7.25/hr.
Farnham, Lucinda	Sub Monitor/Teacher Aide/T-Assistant	10/13/11	\$7.25-7.30/hr.
Hoefflerle, Lynne	Sub Clerical/Teaching Assistant	10/19/11	\$7.30-7.35/hr.
Kearney, Allisyn	Student Lifeguard/Aquatic Aide	10/24/11	\$7.25/hr.
Leonard, Emma	Student Lifeguard/Aquatic Aide	11/03/11	\$7.25/hr.
Mathews, Alice	Substitute Teacher Aide/T-Assistant	11/08/11	\$7.25-7.30/hr.
Micelotta, Richard	Substitute Call-in Bus Driver	10/26/11	\$10.56/hr.

Cont'd

CIVIL SERVICE APPOINTMENTS:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Doty, Kimberly	Occupational Therapist	11/07/11	\$53,000 (pro-rated)
Ruggiero, Beth	Bus Driver/Transportation – 4 hr.	10/13/11	\$10.56/hr.

CIVIL SERVICE TRANSFER:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>
Kicak, Bonnie	MS/Food Service Helper – 4 hr.	10/18/11

INSTRUCTIONAL NEW HIRES:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Squiers, Melissa	District/ESL Teacher .80 FTE	10/31/11	\$33,831 Prorated

INSTRUCTIONAL LEAVES:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	
White, Kim	MS/FACS	9/20/11 – 12/7/11	Extended Medical

INSTRUCTIONAL LONG-TERM SUBSTITUTES:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Ayers, Ana	MS/IS – Temp. TA - Spec. Educ./Gen. Supv.	10/31/11-6/30/12	\$7.30/hr.
Buchanan, Lisa	GR-Temp. TA (revised rate)	09/13/11 (retro)	\$10.31/hr.
Horton, Wayne	MS/IS – LTS TA - SST/Gen. Supv.	10/31/11-6/30/12	\$7.30/hr.
Licht, Elizabeth	MS/FACS	9/20/11 – 12/7/11	Extended
McUmbert, Tracy	RR/Grade 3	11/21/11 – 12/21/11	Extended
Smith, Paige	MS/CS / Special Education	10/19/11-6/30/12	\$50,705 (Prorated)

INSTRUCTIONAL TENURE APPOINTMENT:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>
Deiseroth, Sandra	HS/Business	2/1/2012
Swimley, Kelly	CS/Teaching Assistant	10/15/11

INSTRUCTIONAL TRANSFERS:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>
Keenan, Patricia	GR/Resource Room	10/18/11

INSTRUCTIONAL CONTRACT SUBSTITUTES:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Kujawski, Kristie	MS/IS – Floating Contract Substitute	10/18/11 – 6/30/12	\$75/day

INSTRUCTIONAL SUBSTITUTE TEACHERS:

	<u>STATUS/POSITION</u>	<u>PREFERENCE</u>
Argyriou, Christos	Certified	Secondary
Bergmeier, Elisha	Certified	Elementary/Middle
Cepeda, Elizabeth	Degreed	Elementary/Secondary
Chaney, Adam	Degreed	Secondary
Martin, Ian	Degreed	Secondary
Wilson, Kelly	Non-Degreed	Elementary/Secondary

ADMINISTRATIVE TENURE APPOINTMENT:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>
Holloway, Ron	Secondary Asst. Principal	03/02/12

ADMINISTRATIVE POSITION CHANGE APPOINTMENT:

	<u>TATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Brock, Bobbi	MS/Principal	12/1/11 – 6/30/12	No Change
Doubrava, Robin	IS/Interim Principal	12/1/11 – 6/30/12	No Change
			7 Additional Vacation days
McDonough, Shawn	IS/Interim Asst. Principal & Asst. Director of Student Services	12/1/11 – 6/30/12	No Change

COACHING APPOINTMENTS:

	<u>POSTION</u>	<u>EFFECTIVE</u>	<u>STIPEND</u>
Hillman, Kevin	Asst. Coach Varsity Indoor Track	Winter 2011/2012	\$5,190
Micknich, Jami	Head Coach Girls Varsity Cheerleading	Winter 2011/2012	\$6,609
Quagliana, Lisa	Asst. Coach Boys Varsity Swimming	Winter 2011/2012	\$5,190
Regan, Paul	Modified Wrestling Coach	Winter 2011/2012	\$3,678

HOMEBOUND INSTRUCTION:

	<u>POSITION</u>	<u>SALARY</u>
Cosgrove, Mary	Tutor	\$18/Hr.
Hubbard, Lisa	Tutor	\$18/Hr.
Lane, Deborah	Tutor	\$18/Hr.
McGee, JoAnn	Tutor	\$50/Hr. (Medically Fragile Child)
Whitson, Sarah	Tutor	\$18/Hr.

INSTRUCTIONAL MENTOR APPOINTMENT:

<u>MENTOR</u>	<u>MENTEE</u>	<u>EFFECTIVE</u>	<u>STIPEND</u>
DeRichie, Cindi	Squiers, Melissa	10/31/11	\$1,200 (Prorated)

EXTRA-CURRICULAR STIPENDS:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>STIPEND</u>
*Collier, Danielle	HS/Central Treasurer	2011/2012	\$3,530.00
*Weidemann, Margaret	HS/AV Coordinator	Not Approved 11/12	\$ 0
<u>Music Stipends:</u>			
Allen, Yvonne	MS Band Director	2011/2012	\$1,142.93
Allen, Yvonne	MS Solo & Ensemble	2011/2012	\$ 201.69
Palmer, Dan	MS Vocal Music Director	2011/2012	\$1,142.93
Miller, Audrey	MS Orchestra Director	2011/2012	\$1,210.16
Matejka, Tina	HS Wind Ensemble	2011/2012	\$1,882.47
Milliken, Joseph	HS Vocal Music Director	2011/2012	\$1,075.70
Milliken, Joseph	HS Choral Advisor	2011/2012	\$ 403.39
Stoltzfus, Jay	HS Jazz Band Director	2011/2012	\$ 672.31
Stoltzfus, Jay	IS Band Director (Split)	2011/2012	\$ 100.85
Hughes, Tabitha	IS Band Director (Split)	2011/2012	\$ 100.85
Matthews, Margaret	IS Orchestra Director	2011/2012	\$ 67.23

*Revised from 10/27/11 BOE HR Committee Recommendations

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

Buck

Conklin

Jacobus

Lively

Lynch

Holleran

Cont'd

Miller

Strollo

MOTION CARRIED

Director of Human Resources Judy Christiansen brought recommendations from the Human Resources Sub-Committee to the Board for Board action. Judy stated this report was reviewed and approved by the Human Resources Sub-Committee. Board Member Warren Conklin inquired if there will be a future adjustment to Mrs. Brock's sick days since her position has changed to Middle School Principal. Judy stated that the days that were previously given to Mrs. Brock actually accommodate the differential from moving from the position of elementary principal to secondary principal. Board Member Jim Jacobus inquired if this is also the same for the Interim Intermediate School Principal. Judy stated yes it is as she went from the position of Assistant Principal to Principal.

Tentative Agreement Between the District and the Bus Mechanics Unit

Moved by Brinhaupt, seconded by Strollo.

RESOLVED, that the Horseheads Central School District Board of Education approve the Tentative Agreement between the District and the Bus Mechanics Unit.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Brinhaupt			
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Buck			
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Conklin			
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			Holleran
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Jacobus			
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Lively			
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Lynch			
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			Miller
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Strollo

MOTION CARRIED

Director of Human Resources Judy Christiansen brought the Tentative Agreement between the District and the Bus Mechanics Unit to the Board for Board action. Judy stated this Contract is similar to the other contracts that have been previously approved by the Board and will include the removal of the Insurance Caps.

Director of Student Services Report

There wasn't a report.

Student Representative's Report

Update on High School Activities

Student Alternate Representative Senior Claire Blaney reported on activities occurring in the High School including report cards, the Interact Blood Drive, results of the Food Drive, the up-coming December 8th Band Concert for the Middle and High School the New Sports Season that is starting, the completion of all fundraisers and auditions for The Sound of Music. Board President Brian Lynch thanked Claire for attending the meeting and giving a very thorough report.

Cont'd

Legislative Liaison Report

There wasn't a report.

Report from the Visitation Committee

Chair Warren Conklin reported on the November 4, 2011 visitation of Big Flats Elementary School. Board President Brian Lynch summarized this report earlier in the evening under Agenda Item No. 6 – Big Flats School Presentation.

Report from the Athletic and Extra-Curricular Committee

Chair Vice-President Dr. Michael Buck reported on the November 7, 2011, Athletic and Extra-Curricular Meeting. The two main items discussed were the Concussion Monitoring/Reporting Policy and the Athletics Code of Conduct. The nursing staff continues to do a great job of following up with students that have suffered a concussion or are presenting concussion-like symptoms. The Policy Committee will need to review any new or revised policies required to be in compliance with the revised New York State laws and regulations. It will continue to be a work in progress. The Task Force met to discuss the good and bad points of the Athletic Code of Conduct. The Committee is having difficulty with the current Code and applying it when violations occur. Therefore, the Committee has asked Director of Athletics Mike McCawley to put together a Task Force of students and parents to clarify the Code and bring it back to the Committee.

Report from the Audit Committee

There wasn't a report.

Review of the Finance Committee

Chair Jim Jacobus reported on the November 7, 2011, 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 also discussed the Senior Citizen Property Tax Exemption Resolution for 2012-2013 and the Disability Property Tax Exemption Resolution for 2012-2013. The Committee decided not to move forward with either of the resolutions.

Report from the Outcomes and Assessment Committee

Board President Brian Lynch reported on the November 1, 2011, meeting of the Outcomes and Assessment Committee. Brian stated the Committee discussed the Pride Survey, the Special Education Supplemental Program and the Regents Schedule. The Committee also heard updates regarding the Universal Pre-K Program, Race To the Top, Treasurers, APPR, Flipping the Classroom and Finalizing Goals that will be sent to the Outcomes and Assessments members for electronic discussion and finalizing.

Report from the Planning and Development Committee

Chair John Lively reported on the October 25, 2011, meeting of the Planning and Development Committee. The Committee heard an Update on the Strategic Plan Implementation Team Activities and discussed Ideas for the January 14th Board Retreat and began to work on the Committee's Goals.

Cont'd

Report from the Human Resources Committee

Chair Mark Brinthaupt stated the Human Resources Recommendations that were presented to the Board for approval tonight were discussed at the November 9th meeting. The Committee also discussed the Tentative Agreement between the District and the Mechanics and the Retirement Incentive. Mark stated from the initial analysis that was done by Director of Human Resources Judy Christiansen, it appears that the savings threshold established by the Board has been met. The Committee also discussed the possibility of an insurance buy-out for retirees as well as a second mid-year incentive for District employees.

Report from the Policy Referral/Review Committee

Board Member Jim Jacobus reported on the October 11th meeting of the Policy Referral/Review Committee. Jim stated the Committee discussed Current Board Policy 4741 – Class Ranking with a Proposed Replacement Policy, Current Board Policy 5420 – Student Health Services and Proposed Language Changes from NYSSBA and a Proposed New Board Policy – Concussion Management. First readings will be presented at the December 15th Board Meeting. The Committee also reviewed the 3000 Series with no changes being recommended.

Questions and Comments from Board Members

There weren't any Questions or Comments from the Board Members.

Adjournment to Executive Session

Moved by Jacobus, seconded by Lively.

RESOLVED, that the Horseheads Central School District Board of Education Meeting adjourned from its Regular Meeting of the Board of Education at 7:30 PM.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
Brinthaupt			
Buck			
Conklin			
Jacobus			Holleran
Lively			
Lynch			
Strollo			Miller
MOTION CARRIED			

Moved by Jacobus, seconded by Lively.

RESOLVED, that the Horseheads Central School District Board of Education go into Executive Session at 7:37 PM to review and act upon CSE/CPSE recommendations and to discuss the employment history of five particular employees.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
Brinthaup			
Buck			
Conklin			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.

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

Moved by Conklin, seconded by Buck.
 RESOLVED, that the Horseheads Central School District Board of Education Meeting adjourn from Executive Session at 7:46 PM and reconvene to its Regular Meeting of the Board of Education at 7:47 PM.

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

Moved by Brinthaupt, seconded by Stollo.

RESOLVED, that the Horseheads Central School District Board of Education Meeting adjourn from its Regular Meeting of the Board of Education at 7:48 PM.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Brinthaupt			
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Buck			
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Conklin			
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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

Respectfully Submitted By:

Candy L. Maine

Candy L. Maine,
District Clerk

