

**HCSD Board Members:**

President Brian Lynch; Vice President Michael Buck, Ph.D.;  
Mark Brinthaup; Warren Conklin; Mary Anne Holleran;  
James Jacobus; John Lively; Ruth Miller; Pamela Strollo; and  
Student Rep. Kaitlyn O'Malley or Alternate Claire Blaney

**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  
Virginia Abrunzo, Elementary Ed. Director  
Jay Hillman, Secondary Ed. Director

**HORSEHEADS CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION BUSINESS MEETING  
MARCH 29, 2012, AT 6 P.M.  
HIGH SCHOOL LIBRARY**

**AGENDA**

**PLEDGE OF ALLEGIANCE**

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|---|---|
| 1. <b>CALL TO ORDER</b>   | <b>BRIAN LYNCH, BOE PRESIDENT</b>   |
| 2. <b>MINUTES</b> (Business meeting of Feb. 23, 2012, and<br>Community Budget meeting of March 8, 2012)   | <b>BOARD ACTION</b>   |
| 3. <b>BOARD PRESIDENT'S REMARKS AND<br/>AGENDA CHANGES</b> (if any)   | <b>BRIAN LYNCH</b>  |
| 4. <b>QUESTIONS AND COMMENTS</b>  | <b>COMMUNICATION FROM<br/>THE AUDIENCE</b>  |
| 5. <b>AWARDS, HONORS, AND RECOGNITION</b>   | <b>BOE, SUPT., AND/OR<br/>DISTRICT ADMINS.</b>  |
| 6. <b>PRESENTATION</b><br>6.1 BRIEF "SOUND OF MUSIC" PERFORMANCE<br>6.2 HS SCHOOL PRESENTATION: A DAY AT THE HIGH<br>SCHOOL   | <b>GREENROOM PLAYERS<br/>KAREN DONAHUE, JAMY<br/>BRICE-HYDE, PEG<br/>WEIDEMANN, MAUREEN<br/>FREI, AND PAARTH SHAH</b> |
| 7. <b>SUPERINTENDENT'S REPORT</b><br>7.1 PROPOSED 2012-13 SCHOOL CALENDAR<br>7.2 2012-13 STATE BUDGET UPDATE<br>7.3 2012-13 SCHOOL BUDGET UPDATE  | <b>RALPH MARINO, JR.<br/>BOARD ACTION<br/>INFORMATION ONLY<br/>INFORMATION ONLY</b>                                   |
| 8. <b>PRESIDENT'S REPORT</b><br>8.1 BOE ORGANIZATIONAL MEETING DATE OF JULY 12,<br>2012, AT 6 P.M., MULTI-MEDIA CENTER<br>9.2 BOE SUMMER RETREAT DATE OF AUG. 13, 2012,<br>8:30 A.M. TO 4 P.M., MULTI-MEDIA CENTER<br>9.3 DONATION FROM THE RR PTO TO THE RR SCHOOL | <b>BRIAN LYNCH<br/>BOARD ACTION<br/><br/>BOARD ACTION<br/><br/>BOARD ACTION</b>                                       |
| 9. <b>ASSISTANT SUPERINTENDENT'S REPORT</b><br>9.1 GST BOCES GRANT SERVICES<br>9.2 DIFFERENTIATED ACCOUNTABILITY INFORMATION<br>9.3 STRATEGIC PLAN IMPLEMENTATION TEAM UPDATE   | <b>ALICE LEARN<br/>INFORMATION ONLY<br/>INFORMATION ONLY<br/>INFORMATION ONLY</b>                                     |

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| <b>10. ACTING SCHOOL BUSINESS ADMINISTRATOR'S REPORT</b>   | <b>RALPH MARINO, JR.</b>         |
| 10.1 DISPOSAL OF DISTRICT PROPERTY (MS Library Books; HS treadmill; HS Musical Instrument Cases; District-wide Tech. Equip.; Food Service Trays) | BOARD ACTION                     |
| 10.2 INCREASE IN APPROPRIATIONS (from GR PTO)  | BOARD ACTION                     |
| 10.3 INCREASE IN APPROPRIATIONS (from RR PTO)  | BOARD ACTION                     |
| 10.4 INCREASE IN APPROPRIATIONS (E-Rate)   | BOARD ACTION                     |
| 10.5 2011-12 TAX BILL CORRECTION   | BOARD ACTION                     |
| 10.6 TREASURER'S REPORT (Jan. & Feb. 2012)   | BOARD ACTION                     |
| 10.7 CLAIMS AUDITOR REPORT (Feb. 2012)   | BOARD ACTION                     |
| 10.8 REVENUE & EXPENSE REPORTS (Feb. 2012)   | BOARD ACTION                     |
| 10.9 BUDGET TRANSFER REPORT (Feb. 2012)  | BOARD ACTION                     |
| 10.10 HIGH SCHOOL EXTRA-CLASSROOM TREASURER'S REPORT (Feb. 2012)   | BOARD ACTION                     |
| 10.11 MS EXTRA-CLASSROOM TREASURER'S REPORT (Feb. 2012)  | BOARD ACTION                     |
| 10.12 ATHLETIC EXTRA-CLASSROOM TREASURER'S REPORT (Feb. 2012)  | BOARD ACTION                     |
| 10.13 BUDGET TRANSFERS OVER \$10,000   | BOARD ACTION                     |
| 10.14 RETIREMENT INCENTIVE   | BOARD ACTION                     |
| 10.15 HEALTH INSURANCE BUY-OUT   | BOARD ACTION                     |
| 10.16 ARCHITECTURAL SERVICES 2012-15   | BOARD ACTION                     |
| 10.17 PESTICIDE APPLICATION  | BOARD ACTION                     |
| 10.18 HERBICIDE APPLICATION  | BOARD ACTION                     |
| <br>   |                                  |
| <b>11. HUMAN RESOURCE DIRECTOR'S REPORT</b>  | <b>JUDY CHRISTIANSEN</b>         |
| 11.1 HR SUB-COMMITTEE RECOMMENDATIONS  | BOARD ACTION                     |
| 11.2 LIST OF HIRING TEAM MEMBERS   | BOARD ACTION                     |
| <br>   |                                  |
| <b>12. DIRECTOR OF STUDENT SERVICES REPORT</b>   | <b>KIM WILLIAMS</b>              |
| 12.1 SUPERINTENDENT'S CONFERENCE DAY UPDATE-- SPECIAL EDUCATION  | INFORMATION ONLY                 |
| <br>   |                                  |
| <b>13. STUDENT REPRESENTATIVE'S REPORT</b>   | <b>KAITLYN O'MALLEY</b>          |
| 13.1 UPDATE ON HIGH SCHOOL ACTIVITIES  | INFORMATION ONLY                 |
| <br>   |                                  |
| <b>14. LEGISLATIVE LIAISON REPORT</b>  | <b>WARREN CONKLIN, LIAISON</b>   |
| <br>   |                                  |
| <b>15. REPORT FROM THE VISITATION COMMITTEE</b>  | <b>WARREN CONKLIN, CHAIR</b>     |
| 15.1 VISITATION OF THE HIGH SCHOOL ON MARCH 23, 2012   |                                  |
| <br>   |                                  |
| <b>16. REPORT FROM THE ATHLETIC &amp; EXTRA-CURRICULAR COMMITTEE</b>   | <b>MIKE BUCK, CHAIR</b>          |
| 16.1 MEETING MINUTES OF MARCH 12, 2012   | INFORMATION ONLY                 |
| <br>   |                                  |
| <b>17. REPORT FROM THE AUDIT COMMITTEE</b>   | <b>PAM STROLLO, CHAIR</b>        |
| <br>   |                                  |
| <b>18. REPORT FROM THE FINANCE COMMITTEE</b>   | <b>JIM JACOBUS, CHAIR</b>        |
| 18.1 MEETING MINUTES OF MARCH 19, 2012   | INFORMATION ONLY                 |
| <br>   |                                  |
| <b>19. REPORT FROM THE OUTCOMES &amp; ASSESSMENT COMMITTEE</b>   | <b>MARY ANNE HOLLERAN, CHAIR</b> |
| 19.1 MEETING MINUTES OF MARCH 6, 2012  | INFORMATION ONLY                 |

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| <p>20. <b>REPORT FROM THE PLANNING AND DEV. COMMITTEE</b><br/> 20.1 MEETING MINUTES OF FEB. 21, and MARCH 20, 2012</p>  | <p><b>JOHN LIVELY, CHAIR</b><br/> INFORMATION ONLY</p>                         |
| <p>21. <b>REPORT FROM THE HUMAN RESOURCES COMMITTEE</b><br/> 21.1 MEETING MINUTES OF MARCH 14, 2012</p>   | <p><b>MARK BRINTHAUPT, CHAIR</b><br/> INFORMATION ONLY</p>                     |
| <p>22. <b>REPORT FROM THE POLICY REFERRAL/REVIEW COMMITTEE</b><br/> 22.1 PROPOSED CHANGE TO CURRENT BOARD POLICY<br/> 5500: STUDENT RECORDS<br/> 22.2 PROPOSED CHANGE TO CURRENT BOARD POLICY<br/> 4531: FIELD TRIPS AND EXCURSIONS</p> | <p><b>RUTH MILLER, CHAIR</b><br/><br/> BOARD ACTION<br/><br/> BOARD ACTION</p> |
| <p>23. <b>QUESTIONS/COMMENTS FROM BOARD MEMBERS</b></p>   |  |
| <p>24. <b>MOTION TO ADJOURN TO EXECUTIVE SESSION</b><br/> 24.1 CSE/CPSE/504 RECOMMENDATIONS</p>   |  |
| <p>25. <b>RECONVENE TO PUBLIC SESSION</b></p>   |  |

**26. ADJOURNMENT**

**UPCOMING 2012 BOARD MEETINGS (6 p.m.):**  
Community Budget Mtg., April 4, Broad St. School  
Special Business Mtg., April 18, High School (MMC)  
Business Mtg., April 26, Middle School

**UPCOMING 2012 BOARD COMMITTEE MEETINGS:**  
Athletic & Extra-Curricular, April 2, at 4 p.m., Supt's. Conf. Room  
Audit (no meeting scheduled at this time)  
Finance, April 16, at 5 p.m., Supt's. Conf. Room  
Human Resources, April 4, at 4 p.m., Supt's. Conf. Room  
Outcomes & Assessment, April 3, at 4 p.m., Ed Support Cntr.  
Planning & Dev., April 17, 7:30 a.m., Supt's. Conf. Room  
Policy, April 17, at 4 p.m., Supt's. Conf. Room

**NOTE: These Board 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**  
**2011-2012 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 2011 -2012 school year. Some of the goals may be specific to certain stakeholder groups.

**GOAL #1**

Strategic Plan

- Continued communication with the Strategic Plan Implementation Team via 2 members of the Planning and Development Committee.
  - Performance against Year One targets by September 30, 2011
  - Establishment of Year Two Targets by September 30, 2011
  - Report to the full Board of Education by committee representatives by January 31, 2012
  - Final Report on Year Two progress to the Board of Education by June 30, 2012

**GOAL #2**

Student Achievement

- Increase percentage of students who pass NYS Grade 3-8 student assessments by 2% over the previous year
- Increase percentage of students who pass NYS Regents exams, other than 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**

Financial Planning and Development

- Short Term Planning
  - Maintain the financial soundness of the school district
  - Continue to update the district's five-year budget and reserve forecast by 10/31/11, 1/31/12, and 4/30/12
  - Develop a voter approved 2012-2013 budget that maintains quality programming, while being fiscally responsible to the community
  - Successfully negotiate 6 employee contracts that are fair and equitable to all stakeholders
- Long Range Planning
  - Explore opportunities to improve the District organizational structure, operation, and enhance capability/capacity

**GOAL #4**

Professional Development and District Culture

Board Development Plan—

- 100% Participation in Board Annual Retreat in July 2011
- 100% Participation in BOE Annual Mini-Retreat in January 2012
- 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: August 11, 2011  
Board of Education