

DRAFT

**Horseheads Central School District
Business Meeting of the Board of Education
Intermediate School (MS LGI Room)
February 23, 2012**

Present: Brinthaupt, Conklin, Holleran, Jacobus, Lively, Lynch, Miller, O'Malley, Strollo

Also Present: Abrunzo, Brock, Doubrava, Hillman, Holloway, Marino, McDonough, Scaptura, Sechrist, Sotero, Williams

Absent: Buck

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

Minutes

Moved by Lively, seconded by Holleran.

RESOLVED, that the Horseheads Central School District Board of Education accepts the minutes of the Business Meeting of January 26, 2012, and the Community Budget Workshop of February 9, 2012, as submitted.

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

Buck

Conklin
Holleran
Jacobus
Lively
Lynch
Miller
Strollo

MOTION CARRIED

President's Remarks

President Brian Lynch welcomed everyone to tonight's School Board Meeting. He stated that the Board really enjoys traveling to the various schools and hearing what is occurring in the schools. Brian stated the second Community Budget Meeting will be held on March 8th at the Erin Town Hall and the final one will be held on April 4th at Broad Street School. Brian stated everyone is welcome to attend the Budget Meetings. Brian reviewed the guidelines for the Question/Comment Section which is next on the agenda. He stated Board Vice-President Dr. Michael Buck is absent tonight due to attending a conference involving educational assessments at the college level.

Agenda Changes

President Brian Lynch stated there will be an Executive Session directly after tonight's Regular Session to approve CSE/CPSE/504 recommendations, discussion of current litigation and a matter made confidential by state law.

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:

- School Board Member Mary Anne Holleran who was recognized for achieving Level 1 Board Achievement award through NYSSBA. Ralph is very proud of her for her commitment to the Horseheads Central School District.
- Tenth-grader Arianna Woodard used life-saving skills she learned in the CPR Unit of her Physical Education class to save her nine-month-old niece after she began choking. Ralph is very proud of Arianna and Mr. Zembeck, her Physical Education Teacher, who taught her this life-saving technique.
- Graduate Dominic Sylvester who filed for a full scholarship with the University of Alabama at Birmingham. He will play Division 1 football there. Previously, he had been at Alfred State College. Ralph stated this is very impressive.
- Fifteen High School students participated in the 2012 Youth Summit coordinated by the Chemung County YWCA on February 21st. Social Studies Teacher Pam Doren accompanied them. Ralph stated this is very, very impressive.
- Big Flats fourth-grader Marissa Telech was named the Congressional Reserve Grand Champion in the 29th District Congressional Longhouse Competition. Her longhouse will be on display in Washington, DC. Ridge Road fourth-grader Drew Romanski, Gardner Road fourth-grader Rachel Nagy and Big Flats fourth-graders Miranda Novitsky and Eli DeGuire were all named finalists. Ralph stated this is very impressive.
- The following students have been selected to represent the High School at Girls State: Horseheads American Legion Auxiliary Post 442—Arianna Scaptura, citizen, and Savannah Powers, alternate; Big Flats American Legion Auxiliary Post 1612—Kayleigh Buffington, citizen, and Mariah Robbins, alternate; Sons of American Legion—Claire Harshbarger, citizen, and Elizabeth Wall, alternate. Ralph is very proud of these young ladies.
- Seniors Drew Park and Caleb Harrington won American Visions awards at the Scholastic Art Award Ceremony Sunday at the Arnot Art Museum. American Visions are awarded to works considered the “best in show.” Drew won for his drawing, “Amanda,” and Caleb won for his drawing, “Wasteland.” Ralph is very proud of these students and the work they have created.
- The Intermediate School staff and students collected 628 books to donate to the Ernie Davis Middle School for the school’s library which was heavily damaged in a fire in December. This is a very, very generous act of community spirit.
- Horseheads Graduate Joe Gilbert will be an assistant coach with the NFL’s Indianapolis Colts. This is very impressive.
- Twenty-nine juniors will participate in the Southern Tier Regional History Day on March 17th at the Chemung Valley History Museum. The students will present a project based on the theme of “Revolution, Reaction, Reform in History.” Ralph stated he appreciates the students taking time to participate in this competition.

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- Ten students from each grade at Center Street who read at least twenty minutes a day during "March Madness", which was held during the month of February, will play floor hockey with members of the Elmira Jackals in March. This is a very, very good incentive for students to discover and enhance their love of reading.
- Thirty-four students will be inducted into the National Technical Honor Society on March 28th: Claire Blaney, Caitlyn Buck, Jessica Byrski, M. Rose Chevalier, Carrie Cook, Marissa Cruttenden, Ashley Gagnon, Samantha Gaylord, Elizabeth Giagios, Mikayal Gordon, Michaela Hatlee, Kaycie Haynes, Molly Hazen, Sol Immerman, Brianne Kinner, Nathan Kreitzer, McKinzie LaFever, Michelle Larimore, Gregory Miller, Erika Oliver, Sarah Paul-Ocott, Paige Perez, Kara Perry, Jessica Rinde, Susan Sirois, Justin Sullivan, Casey Swartz, Ruth Tesfaye, Serena Testone, Brooke Tyrell, Lauren Warner, William Wascher, Bradley Wigsten, Aaron Zelko and Rebekah Zolkosky. Ralph stated this is very impressive.
- The Middle School Student Council coordinated a Candygram Sale this month raising \$1,200 for the Chemung County SPCA.
- Ninth-grader Nidhi Shah has earned the Girls Scout Silver Award, the highest honor a Girl Scout Cadette can earn. She accomplished this by spending a minimum of fifty hours on a sustainable project which impacts the community. Ralph stated this is very impressive.
- The High School Science Club sent a team to the regional Science Olympiad Competition on February 11th at Broome Community College. The Team placed fourth out of eighteen teams and won the Spirit Award. Ralph stated this is a very nice recognition.

Presentations

Intermediate School PTO Update

Intermediate School PTO President Sharon Elsis reported on the Parent Group's activities and events, including the Ice Cream Social, Fall and Spring Book Fairs, Make A Difference Day and the Math, Science, Technology Night which will be held on March 2nd. Sharon stated the overall goal of the Parent Association is to continue to support the school's curriculum in alignment with the District and Board's vision through the use of fundraising to support various events and activities that will enrich the student's lives. It is also the PTO's mission to support the environment and community in which the children live to teach them to work together and become good problem solvers. The PTO will continue to create a sense of community partnership for the students with the staff, parents and the community which will enhance the growth of the students. Sharon stated that last year the PTO raised \$13,000 through the sale of Spirit Wear and Believe. The spring fundraiser is Original Works which the students are presently working on in their art classes. The PTO helps to fund field trips, assemblies, purchase books for the library and specific teacher requests throughout the school year. Board President Brian Lynch thanked Sharon for everything the PTO does to support the staff and students of the Intermediate School.

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Intermediate School Presentation: “The Intermediate School Core—Curriculum, Outcomes, Resources and Experiences”

On behalf of the staff and students at the Intermediate School, Interim Principal Robin Doubrava welcomed the Board of Education and the public to tonight’s meeting. Robin stated Interim Assistant Principal Shawn McDonough, Social Work Assistant, Tina Coon, School Psychologist Lori Ramich, Reading Specialist Jan Przybylski, Sixth Grade Teacher Kim Malone and Fifth Grade Teacher Heather Henry will present the Board with an overview of the “Intermediate School Core—Curriculum, Outcomes, Resources and Experiences.” Robin stated a special presentation will be presented from student members of the Anti-Bully Squad.

Reading Specialist Jan Przybylski shared information on the curriculum and best practices that the teachers are doing to support the curriculum and the students. Jan stated the staff is focusing on “Habits of the Mind” and incorporating it into the daily curriculum. Every month a specific Habits of the Mind is presented to the students along with a quote. The Habit is tied into the curriculum through the use of books that the teachers share with the students that shows how the Habit is used. Jan stated that the Outcomes include tying data analysis to instructional practices through the use of the Treasures ELA Series, Castle Learning, Sylvan Learning and Learners First tutoring programs. Resources such as Castle Learning, School Tool, My Skills Tutor and corrective reading are used to support student learning.

Sixth Grade Teacher Kim Malone and Fifth Grade Teacher Heather Henry reported on experiences that occur at the Intermediate School. Kim stated that the Intermediate School fosters many different experiences for the students throughout the year such as FOSS and STEM activities and the ABL course where the students learn to work together to build team skills, trust and skills that they will need when they go out into the work force to solve problems. Kim stated the students also have the opportunity to go to the Arnot Art Museum where they see and learn about the Egyptian Exhibit. The sixth graders will also participate in a Challenger Space Mission where they will participate in a simulation and will work in groups to monitor a hurricane. Kim also reported on the up-coming Math/Science/Technology Night that will be held on March 2nd. This event ties into the curriculum and offers the students and their families the opportunity to participate in hands-on science experiments. A Math Bee is also held this night. Kim stated that the Intermediate School’s Recycling Program ties into the Strategic Plan. The Program has significantly reduced the number of garbage collected during the lunch periods from fourteen bags to two bags. The students also have the opportunity to be part of the Anti-Bully Squad and the Advanced Art Program which is an extra Art class that is offered to the students whose skills are above and beyond the normal skills required in a regular art class.

Fifth Grade Teacher Heather Henry reported on different After School Clubs the Intermediate School offers to the students such as the Chess Club, Odyssey of the Mind and Jr. Achievement. Heather stated that there are many more experiences that are available to the students at the Intermediate School, however; the ones that were mentioned this evening are the ones that the students remember and share with their family and friends.

Intermediate School Social Work Assistant Tina Coon, School Psychologist Lori Ramich and students reported on the Anti-Bully Squad. They spoke of the history of why the program started, what the program is and how it benefits the students. Tina stated that in April and May of last year the students started to go into the sixth grade classes to talk to the students about the difference between bullying and peer conflicts. The Program focuses on the positive things that we can do to help the kids help each other. It is emphasized that the students should go and talk to adults who can help them. Students are encouraged to become involve and work together to solve issues. The present fifth grade teachers gave recommendations as to which sixth grade students should be part of this squad. To date 645 students(975) of the total student population has signed the anti-bullying pledge This includes the full fifth grade student population. School Psychologist Lori Ramich stated it was the intent for us to encourage social skills for the students in our building. We feel we have made progress helping the students assume responsibility for their behavior and have taught them some good problem solving skills. We look at the student input as well as the staff's input and use it to see what we may want to do different next year.

Interim Assistant Principal Shawn McDonough reported on how the Intermediate School is handling the challenges that they are faced with. Shawn stated the staff are attending workshops to become more familiar with the Common Core Standards and the new Treasures' series which will be implemented next September. Approximately one in six of our students receive Social Emotional Support Services. Shawn stated the Intermediate School has a very strong support system for these students. Many tutoring programs are offered to students who are at-risk or the socially-economically disadvantaged students. Many staff come to school early on their own time or stay after to tutor students. There are many staff development opportunities that are offered to the staff such as in-services and book studies that focus on "Habits of the Mind."

In conclusion since coming on board and being able to see the Board of Education and District Vision Goals, Shawn stated he has had the luxury of going into every classroom in the Intermediate School and see first-hand that the staff is really working on achieving the District goals. The staff is taking the goals to heart. Shawn acknowledged Center Street Principal Patty Sotero for her guidance with the Recycling Program that has recently begun at the Intermediate School. The students and staff are very proud of what they have accomplished so far. The staff want to do more than what is presently being done to increase recycling in the classrooms.

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The individual teachers are looking at the student data individually and in teams to use it to drive their instruction. The staff is working extremely hard to support the students and remove the school from SINI status.

Board President Brian Lynch thanked Interim Principal Robin Doubrava, Interim Assistant Principal Shawn McDonough and the Intermediate School staff, students and PTO for an outstanding presentation. Brian stated it is tremendous that the PTO raised \$13,000 which is used to help support the curriculum, field trips, teacher requests and help sponsor various activities throughout the school year. Various clubs such as Jr. Achievement, Chess Club and Odyssey of the Mind are wonderful opportunities that enable students to interact with people in the community. The art and music programs in the school are tremendous opportunities for the students to enhance their cultural experiences. The staff should be complimented on incorporating the "Habits of the Mind" into the student's curriculum. The 25 Book Goal is a great incentive for the students to enhance their love of reading. It is also impressive to see that the staff is facing challenges in a positive way so that they are able to continue to meet the state standards relating to the Common Core Standards and at the same time still strive to remove the school off the SINI list and provide the children with a successful learning experience. The Anti-Bully Squad is a very impressive way for students to interact with their peers and handle conflicts at their age level. Mrs. Coon and Mrs. Ramich should be commended for the development and implementation of this Program.

Board Member Pam Stollo complimented the staff on continuing to sponsor Egyptian Day for the sixth grade students. She stated this event has been the highlight of her daughter's year in sixth grade. It is important that this event continue to be part of the sixth grade Egyptian Unit as students look forwards to it upon entering sixth grade. Pam thanked the staff for participating in the extra book studies and for really looking at the data and working with the students so that they are successful.

Board Member Mary Anne Holleran thanked the PTO President and the Intermediate School families for the fundraising they have done. It is phenomenal that they were able to raise \$13,000. She is also very impressed with the variety of Clubs that are available for the students to participate in after school. It is wonderful the way the other students are being used as peer leaders to help prevent bullying in the school.

Board Member Warren Conklin thanked Interim Principal Robin Doubrava for hosting the Board of Education on February 10th. Warren stated this summer there will be an upgrade of the fire alarm system and electrical panel. He was very impressed with the tour of the building. The Board had the opportunity to see a FOSS lesson in progress and also learn the history of it. It was obvious to see that the building is a very busy building that has a lot going on throughout the day.

Facilities Update

Director of Secondary Education/Director of Facilities Jay Hillman updated the Board on District Facilities including an outline of summer work for 2012. Jay stated all of the summer work has been sent to the State Education Department for approval. Jay is going to continue to encourage management to look at an exterior lighting program to decrease energy usage which could result in a pretty significant savings for the District. The leakage at the High School North Bathroom has been repaired.

Superintendent’s Report

2012-2013 School Budget Update

Superintendent Dr. Ralph Marino reported on the state of the District budget development, noting that he is working on the parameters set by the Board at their February 9th Budget Workshop. Ralph stated that there have been significant conversations occurring in Albany regarding the budget and is hoping that the State budget is on time which will make our planning a lot easier and more accurate. Ralph will report back to the Board at the March 8th Budget Workshop which will be held at the Erin Town Hall.

President’s Report

2012 Organizational Meeting, July 12, 2012, 6:00 PM

Board President Brian Lynch stated that the tentative date for the 2012 Organizational Meeting will be held on July 12th at 6:00 PM. He asked the Board to check their calendars to make sure there aren’t any conflicts. The date will be presented at the March Board Meeting for Board action.

Board of Education Summer Retreat, August 13, 2012, 8:30 AM to 4:00 PM

Board President Brian Lynch stated that the tentative date for the Board of Education Summer Retreat is August 13th, from 8:30 AM to 4:00 PM. Brian stated this will be a full day retreat with the possibility of combining it with a brief, one item agenda to approve the tax. He asked the Board to check their calendars to make sure there aren’t any conflicts and to email him with the possibility of speakers and topics for the retreat. The date will be presented at the March Board Meeting for Board action.

Assistant Superintendent’s Report

Revised Professional Development Plan

Moved by Conklin, seconded by Holleran.

Resolved, that the Horseheads Central School District Board of Education approves the Revised Professional Development Plan as submitted.

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

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Strollo

MOTION CARRIED

Superintendent Dr. Ralph Marino brought a request of the approval of the Revised Professional Development Plan to the Board for Board action. Dr. Marino stated the revision reflects the new student achievement intent that was approved at the January Board meeting.

Intermediate School Comprehensive Education Plan

Moved by Brinthead, seconded by Strollo.

Resolved, that the Horseheads Central School District Board of Education approves the Intermediate School Comprehensive Education Plan as submitted.

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

Superintendent Dr. Ralph Marino brought the approval of the Intermediate School Comprehensive Education Plan to the Board for Board action. Dr. Marino stated this is required to be submitted to the State Education Department by March 1st.

Board Member Warren Conklin inquired as to why the teachers' attendance is strikingly similar to the Middle School's attendance. Were the teachers in both schools absent at the same time due to trainings? If so, during the last two years there have been a significant number of trainings that has caused the teachers to be out of the buildings. Middle School Principal Bobbi Brock stated she will ask Payroll for a specific breakdown of attendance for this timeframe. It could also be due to Sick Time, Family Sick, Personal Time or Scoring. Warren also asked for clarification of Statement 1A, "Ten percent of that number is not zero". How do you calculate it? Intermediate School Interim Principal Robin Doubrava stated she will contact Jason at BOCES, who worked with Alice Learn in obtaining this information. Warren stated this information will also change the information that is in Section B. Warren also inquired as to where the money is coming from for the new Professional Development and for clarification as to what SQR is. Robin stated on November 9th, people from BOCES came to the Intermediate School and performed a "School Quality Review(SQR)" study which we were required to undergo. The SINI Grant will cover the new trainings.

Middle School Comprehensive Education Plan

Moved by Miller, seconded by Holleran.

Resolved, that the Horseheads Central School District Board of Education approves the Middle School Comprehensive Education Plan as submitted.

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

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MOTION CARRIED

Superintendent Dr. Ralph Marino brought the request to approve the Middle School Comprehensive Education Plan to the Board for Board action. Board Member Warren Conklin stated he has the same concern regarding the Teacher Attendance that he inquired about earlier with the Intermediate School Comprehensive Education Plan.

Contract with Tools for Learning(Sue Beers)for March 16th Conference Day

Moved by Strollo, seconded by Miller.

Resolved, that the Horseheads Central School District Board of Education approves the Contract with Tools for Learning(Sue Beers) for the March 16th Conference Day as submitted.

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

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MOTION CARRIED

Superintendent Dr. Ralph Marino brought the request to approve the Contract with Tools for Learning(Sue Beers) for the March 16th Conference Day to the Board for Board action. Dr. Marino stated this is for one day of service that will be held on March 16th(Conference Day) which will cost \$3,700, inclusive of all travel expenses. The fees will be covered in full by the federal and school improvement grant funds.

Acting School Business Administrator’s Report

Disposal of District Property(MS Library Books: District-Wide Technology Equipment)

Moved by Brinthaupt, seconded by Jacobus.

Resolved, that the Horseheads Central School District Board of Education approves the Disposal of District Property(Middle School Library Books, District-Wide Technology Equipment) as submitted.

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

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MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino brought the approval of the Disposal of District Property(Middle School Library Books and District-Wide Technology Equipment) to the Board for Board action.

Increase in Appropriations(from Ohioypyle Prints to the High School)

Moved by Jacobus, seconded by Holleran.

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 \$7.28 and this increase be funded by the reimbursement to revenue code A980-2705.

The appropriation for the following codes should be increased:

A-2110-12-450	\$7.28	High School Supplies
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A-980-2705	\$7.28	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 \$71,011,923.58....AND.....

BE IT FURTHER RESOLVED, that such changes in appropriation become effective February 23, 2012.

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

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MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino stated the District received a donation of \$7.28 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(E-Rate from Time Warner Cable)

Moved by Lively, seconded by Miller.

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 \$2,245.56 and this increase be funded by the reimbursement to revenue code A980-2770.

The appropriation for the following codes should be increased:

A-1680-99-30-39-219	\$2,245.56	Computer Hardware
A-980-2770	\$2,245.56	Revenue – Prior Year

BE IT FURTHER RESOLVED, that the Horseheads Central School District authorize the expenditure of the sums set forth in the budget in the total amount of \$71,014,169.14....AND.....

BE IT FURTHER RESOLVED, that such changes in appropriation become effective February 23, 2012.

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 reimbursements.

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

Buck

Conklin
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MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino stated the Horseheads Central School District received \$2,245.56 from Time Warner ResCom of New York for 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(From E-Rate: Verizon)

Moved by Jacobus, seconded by Miller.

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 \$1,319.79 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	\$1,319.79	Computer Hardware
A-980-2770	\$1,319.79	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 \$71,015,488.93....AND.....

BE IT FURTHER RESOLVED, that such changes in appropriation become effective February 23, 2012.

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 reimbursements.

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

Conklin
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MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino stated the District received \$1,319.79 from Verizon Wireless for E-Rate reimbursement on phone services from prior year. This money is to be used towards purchasing district-wide computer equipment through BOCES.

Resolution to Exceed Watchdog Contract Amount

Moved by Jacobus, seconded by Holleran.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves payment to our current Construction Manager, Watchdog Building Partners LLC, in the amount of \$143.70, which is in excess of the \$25,000 contract amount.

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

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MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino brought the approval of the payment of \$143.70 to our current Construction Manager, Watchdog Building Partners LLC. to the Board for Board action. Ralph stated this amount is in excess of the \$25,000 contract amount that was previously approved by the Board. Board Member John Lively inquired as to why the amount is higher than what was previously approved. Superintendent Dr. Marino stated the work pushed over the contract amount of \$25,000 so approval is necessary in order to pay the difference of \$143.70.

Contract for Health & Welfare Services with Elmira City School District

Moved by Jacobus, seconded by Holleran.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Contract for Health and Welfare Services with the Elmira City School District as submitted.

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

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MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino brought the approval of the Contract for Health and Welfare Services with the Elmira City School District to the Board for Board action. Board President Brian Lynch stated this contract is approved on a yearly basis.

OCM BOCES Contract for Energy Services

Moved by Brinthaup, seconded by Jacobus.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the OCM BOCES Contract for Energy Services as submitted.

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

Acting School Business Administrator Dr. Ralph Marino brought the approval of the OCM BOCES Contract for Energy Services to the Board for Board action. Dr. Marino stated we purchase our natural gas and electric through this consortium.

School Lunch Pricing

Moved by Jacobus, seconded by Miller.

BE IT RESOLVED, that the Horseheads Central School District Board of Education accept the school lunch rate increase of \$0.10 for the 2012-2013 school year.

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

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Conklin

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Resolution to Transfer Funds from the Tax Certiorari Reserve to the General Fund

Moved by Jacobus, seconded by Miller.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approve the transfer of \$43,703.19 to the General Fund for the 2011-2012 school year, from the Tax Certiorari Reserve as per the provisions of the Reserve for tax certiorari settlements.

Lowe's Home Centers, Inc.(BOE approval 1/26/12) = \$7,328.80
 BG Big Flats I, LLC(BOE approval 2/23/12) = \$36,374.39
 \$43,703.19

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

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MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino brought the approval of the transfer of \$43,703.19 to the General Fund for the 2011-2012 school year from the Tax Certiorari Reserve as per the provisions of the Reserve for tax certiorari settlements to the Board for Board action.

Corrective Action Plan—2010-2011 Risk Assessment Update

Moved by Brinthead, seconded by Strollo.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Corrective Action Plan—2010-2011 Risk Assessment Update as submitted.

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

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MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino brought the Corrective Action Plan—2010-2011 Risk Assessment Update to the Board for Board action. Ralph stated this plan is from the March 2011 Internal Audit Risk Assessment Update Report.

Corrective Action Plan 2010-2011 Internal Audit

Moved by Jacobus, seconded by Holleran.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Corrective Action Plan 2010-2011 Internal Audit as submitted.

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

Buck

Conklin

Holleran

Jacobus

Lively

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Miller

Strollo

MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino brought the approval of the Corrective Action Plan 2010-2011 Internal Audit to the Board for Board action. Ralph stated this is the Corrective Action Plan for the August 2011 Governance and Control Environment Internal Audit that was completed by TST BOCES. There were no audit findings.

Purchase of Buses Resolution for May 15, 2012

Moved by Miller, seconded by Holleran.

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE HORSEHEADS CENTRAL SCHOOL DISTRICT(the "District") that the following proposition be presented to the voters at the annual meeting of the School District to be held on Tuesday, May 15, 2012:

PROPOSITION

Shall the Board of Education of the Horseheads Central School District be authorized to (A) purchase six(6) 65 passenger school buses at a cost not to exceed \$674,000,(B) expend such sum for such purpose, (C) levy the necessary tax therefore, to be levied and collected in annual installments in such years and in such amounts as may be determined by the Board of Education in accordance with Section 416 of the Education Law taking into account state aid received, and (D) in anticipation of the collection of such tax, issue bonds and notes of the District at one time or from time to time in the principal amount not to exceed \$674,000 and levy a tax to pay the interest on said obligation when due?

BE IT FURTHER RESOLVED, that the District Clerk is hereby authorized and directed to include notice of such proposition in the notice of the annual District meeting.

BE IT FURTHER RESOLVED, that this resolution takes effect immediately.

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

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Miller
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MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino brought the Resolution to purchase six(6) 65 passenger school buses at a cost not to exceed \$674,000, to be presented to the voters at the annual meeting of the School District to be held on Tuesday, May 15, 2012 to the Board for Board action.

Capital Reserve Resolution for May 15, 2012

Moved by Jacobus, seconded by Lively.

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE HORSEHEADS CENTRAL SCHOOL DISTRICT(the "District") that the following proposition be presented to the voters at the annual meeting of the School District to be held on Tuesday, May 15, 2012:

PROPOSITION

Shall the Board of Education of the Horseheads Central School District be authorized to expend from the Capital Reserve Fund established by the voters on May 21, 2002 the sum of \$700,000 for the construction, repair, reconstruction, and acquisition of equipment and related expenses of upgrading the electrical panels and electrical service entrance at Big Flats Elementary; upgrading the fire alarm system and electrical panels as well as external masonry work at Center Street Elementary; upgrading the building panels and adding a service ramp at Ridge Road Elementary; upgrading the electrical panels, ventilation systems and replacing the wrestling room windows in the North Wing of the High School; installing back-flow protection on domestic water and recoating the roof at Board Street Elementary; and provide siding over masonry walls of the Maintenance Shop.

BE IT FURTHER RESOLVED, that the District Clerk is hereby authorized and directed to include notice of such proposition in the notice of the annual District meeting.

BE IT FURTHER RESOLVED, that this resolution takes effect immediately.

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

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MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino brought the Resolution to expend from the Capital Reserve Fund established by the voters on May 21, 2002 the sum of \$700,000 for the construction, repair, reconstruction, and acquisition of equipment and related expenses of upgrading the electrical panels and electrical service entrance at Big Flats Elementary; upgrading the fire alarm system and electrical panels as well as external masonry work at Center Street Elementary; upgrading the building panels and adding a service ramp at Ridge Road Elementary; upgrading the electrical panels, ventilation systems and replacing the wrestling room windows in the North Wing of the High School; installing back-flow protection on domestic water and recoating the roof at Board Street Elementary; and provide siding over masonry walls of the Maintenance Shop, to be presented to the voters at the annual meeting of the School District to be held on Tuesday, May 15, 2012, to the Board for Board action.

Legal Ad for 2012-2013 Budget Vote

Moved by Jacobus, seconded by Holleran.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the legal notice for the 2012-2013 Annual Budget Vote to appear in the Star-Gazette and The Leader on the following days: Saturday, March 31, 2012; Saturday, April 14, 2012; Saturday, May 5, 2012; Sunday, May 13, 2012.

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

Conklin
 Holleran
 Jacobus
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 Lynch
 Miller
 Strollo

MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino brought the approval of the legal notice for the 2012-2013 Annual Budget Vote to appear in the Star-Gazette and The Leader on the following days: Saturday, March 31, 2012; Saturday, April 14, 2012; Saturday, May 5, 2012; Sunday, May 13, 2012 to the Board for Board action. Ralph stated the legal notice must advertise four times within seven weeks with the first legal notice publication occurring at least forty-five days before the Annual Budget Vote. Board Member Jim Jacobus inquired as to the expense to publish these notices. Dr. Marino stated it is expensive. He will find out the exact amount and will follow-up with the Board at a later date.

List of Tax Certioraris(Past 6 Years)

Acting School Business Administrator Dr. Ralph Marino presented the Board with a list of Tax Certioraris for the past six years. Ralph stated this list was previously reviewed with the Finance Committee. Ralph stated about \$1.8 million would be needed to pay back in property taxes if we were to lose every claim that is filed against us. The responsible thing to do is to have this amount of money set aside in case we have to make refund(s) to any future claims.

2011-2012 Actual Pilot List and 2012-2013 Anticipated Pilot List

Acting School Business Administrator Dr. Ralph Marino presented the Board with the 2011-2012 Actual Pilot List and the 2012-2013 Anticipated Pilot List for information only. Ralph stated these lists were previously reviewed with the Finance Committee.

Claims Auditor Report(January 2012)

Moved by Jacobus, seconded by Lively.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Claims Auditor Report for January 2012 as submitted.

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

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- Conklin
- Holleran
- Jacobus
- Lively
- Lynch
- Miller
- Strollo

MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino brought the approval of the Claims Auditor Report for January 2012 to the Board for Board action.

Revenue & Expense Report(January 2012)

Moved by Brinthaup, seconded by Jacobus.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Revenue and Expense Report for January 2012 as submitted.

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

Buck

- Conklin
- Holleran
- Jacobus
- Lively
- Lynch
- Miller
- Strollo

MOTION CARRIED

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Acting School Business Administrator Dr. Ralph Marino brought the approval of the Revenue and Expense Report for January 2012 to the Board for Board action.

Budget Transfer Report(January 2012)

Moved by Miller, seconded by Holleran.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Budget Transfer Report for January 2012 as submitted.

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

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MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino brought the approval of the Budget Transfer Report for January 2012 to the Board for Board action.

High School Extra-Classroom Treasurer’s Report (January 2012)

Moved by Miller, seconded by Strollo.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the High School Extra-Classroom Treasurer’s Report for January 2012 as submitted.

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

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MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino brought the approval of the High School Extra-Classroom Treasurer’s Report for January 2012 to the Board for Board action.

Middle School Extra-Classroom Activities Fund Report(January 2012)

Moved by Jacobus , seconded by Strollo.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Middle School Extra-Classroom Activities Fund Report for January 2012 as submitted.

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

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MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino brought the approval of the Middle School Extra-Classroom Activities Fund Report for January 2012 to the Board for Board action.

Athletic Extra-Classroom Treasurer’s Report(January 2012)

Moved by Brinthaup, seconded by Lively

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Athletic Extra-Classroom Treasurer’s Report for January 2012 as submitted.

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

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MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino brought the approval of the Athletic Extra-Classroom Treasurer’s Report for January 2012 to the Board for Board action.

Budget Transfers Over \$10,000

Moved by Miller, seconded by Holleran.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves budget transfers totaling \$3,112,695.40, which exceeds the Superintendent’s \$10,000 approval limit.

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

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MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino brought the approval of budget transfers totaling \$3,112,695.40 which exceeds the Superintendent's \$10,000 approval limit to the Board for Board action. Ralph stated these transfers are required to balance changes in payroll codes due to the Horseheads Teachers Association settlement and to cover an increased number of teachers in the 2011-2012 school year.

Human Resources Director's Report

Human Resources Sub-Committee Recommendations

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 CLEARANCE FOR EMPLOYMENT (FINGERPRINTED):

	<u>STATUS/POSITION</u>
Dolan, Tina	Non-Instructional Substitute
Nichols, Andrea	Sr. Clerk Typist/BF
Thompson, Lisa	Non-Instructional Substitute
Whitmarsh, Kathryn	Non-Instructional Substitute

CIVIL SERVICE SUBSTITUTE/TEMPORARY APPOINTMENTS:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Dolan, Tina	Substitute Clerical, Teacher Aide. School Monitor, Food Service Helper	01/19/12	\$7.25-7.35/hr.
Dolaway, Rebecca	Temp. Teaching Assistant/BF	01/30-2/16/12	\$7.30/hr.
Fallis, Gary	Substitute Bus Driver in Training	01/24/12	\$9.83/hr.
Holzlein, KellyAnn	Substitute Food Service Helper, Teacher Aide, Teaching Asst.	01/24/12	\$7.25-7.30/hr.
Hooper, Maureen	Substitute Bus Driver in Training	01/24/12	\$9.83/hr.
Perez, Richard	Substitute Bus Driver in Training	01/24/12	\$9.83/hr.
Thompson, Lisa	LTS Clerical/Business Office	03/12-6/15/12	\$10.40/hr.
Ungvarsky, Katrina	Substitute Bus Driver in Training	01/24/12	\$9.83/hr.
Whitmarsh, Kathryn	Substitute Food Service Helper	02/13/12	\$7.25/hr.

CIVIL SERVICE APPOINTMENTS:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Clark, Terri	HS/Clerk Typist (Attendance)	01/30/12	\$20,298 (pro-rated)

INSTRUCTIONAL LEAVES:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Aepelbacher, Danielle	BF/Grade 4	4/10/12 – 6/30/12	\$51,782 (medical – paid)
Dauchy, Nicole	MS/Teaching Assistant	02/21/12	(medical – paid)
Pariso, Doris	MS/12:1 Special Education	2/2/12 – 3/29/12	\$55,634 (medical – partial paid)
Robinson, Jennifer	BF/Pre-K Teacher	1/24/12 – 2/15/12	\$49,254 (medical – paid)

INSTRUCTIONAL TRANSFER:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>
Close, Brenda	BF/Teaching Assistant – Class-size	02/09/12

INSTRUCTIONAL TRANSFER OF TEMPORARY ASSIGNMENT:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>
Davenport, Bonnie	MS/Temp. Teaching Assistant (Special Education)	02/06/12

INSTRUCTIONAL CONTRACT SUBSTITUTES APPOINTMENTS:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Johnston, Eric	MS/IS Contract Substitute	2/2/12 – 3/30/12	\$75/day

INSTRUCTIONAL LONG-TERM SUBSTITUTES:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Ar dovini, Dana	CS/Speech Teacher	1/27/12 – 5/29/12	\$40,125 (Prorated)
Kujawski, Kristie	MS/12:1 Special Education	1/31/12 – 3/30/12	\$40,125 (Prorated)

INSTRUCTIONAL SUBSTITUTE TEACHERS:

	<u>STATUS/POSITION</u>	<u>PREFERENCE</u>
Jackson, David	Degreed	Elementary/Secondary

COACHING APPOINTMENTS:

	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>STIPEND</u>
Blauvelt, Sara	Jr. Varsity Head Coach Girls Softball	Spring 2012	\$3,609
Neubauer, Jason	Jr. Varsity Head Coach Boys Lacrosse	Spring 2012	\$3,598
Rijo, Audrey	Varsity Head Coach Girls Softball	Spring 2012	\$4,372
Spaziani, Lindsay	Modified Head Coach Girls Softball	Spring 2012	\$2,950

MENTORING ASSIGNMENT 2011-2012:

<u>MENTEE</u>	<u>MENTOR</u>	<u>POSITION</u>	<u>STIPEND</u>
Yarrington, Bryan Semester)	Maloney, Debra	HS/Social Studies	\$750 (Second

EXTRA-CURRICULAR STIPEND APPOINTMENTS:

	<u>POSITION</u>	<u>STIPEND</u>
DeRichie, Cindi	Parent/School Outreach Liaison	\$1,500 (Grant)
Squiers, Melissa	Parent/School Outreach Liaison	\$1,500 (Grant)
Smith, Collin	Marching Band Consultant	\$500
Lauren McNerney	Marching Band Consultant	\$500
Clark, Marty	Advanced Academics Advisor	\$865 (2 nd Semester)
Micknich, Steve	Advanced Academics Advisor	\$865 (2 nd Semester)

SUPPLEMENTAL AFTER SCHOOL PROGRAM FOR AIS STUDENTS:

	<u>POSITION</u>	<u>RATE</u>
Rutherford, Rosemarie	IS/ MS/Lead Teacher	\$25/hour
Carpenter, Brian	MS/Tutor	\$25/hour
McFarlane, Heather	IS/MS/Substitute Tutor	\$25/hour
Nugent, Meggan	IS/Tutor	\$25/hour
Strong, Meghan	MS/Tutor	\$25/hour
Wilson, Kris	IS/Tutor	\$25/hour

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

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MOTION CARRIED

Board Member Mark Brinthaup brought recommendations from the Human Resources Sub-Committee to the Board for Board action. Mark stated this report was reviewed and approved by the Human Resources Sub-Committee.

Hiring Timeline for Principalships and Director of Physical Education and Athletics

Moved by Lively, seconded by Holleran.

RESOLVED, that the Horseheads Central School District Board of Education approve the Hiring Timeline for Principalships and the Director of Physical Education and Athletics as submitted.

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

Board Member Mark Brinthaup brought the Hiring Timeline for Principalships and the Director of Physical Education and Athletics to the Board for Board action. Mark stated this timeline was reviewed and approved by the Human Resources Sub-Committee.

Director of Student Services Report

There wasn't a report.

Student Representative's Report

Update on High School Activities

Student Representative Senior Kaitlyn O'Malley reported on events/activities occurring in the High School including report cards will go out on March 14th,

Parents' Night and College Planning Night on March 21st, Music in Our Schools Month, Band Concert March 6th, Senior Prom March 10th and Special Education Transition Night, March 27th. She also noted that students are meeting with guidance counselors to schedule courses for next year. Board President Brian Lynch thanked Kaitlyn for providing the Board with a very thorough report.

Legislative Liaison Report

There wasn't a report.

Report from the Visitation Committee

Chair Warren Conklin reported on the February 10, 2012, visitation of the Intermediate School. Warren stated he gave a brief report earlier in the meeting regarding the visit under the Intermediate School's Presentation.

Report from the Athletic and Extra-Curricular Committee

Board Member Warren Conklin reported on the February 6, 2012, meeting of the Athletic and Extra-Curriculum Committee. Warren stated the Committee reviewed the recommendations for changes to the Athletic Code of Conduct Interscholastic Sports Eligibility Rules, Mike McCawley presented a document from a January 20, 2009, Nurse's meeting with respect to concussion management, a discussion was held regarding a document that the Board of Education received entitled, "Athletic Budget Cuts made by NYSPHSAA. Suggested goals that were tabled include: review and update/edit the current "Sports Code of Conduct" and in conjunction with the Policy Committee, review and update the Concussion Recognition and Management Policy to ensure consistency with Section and State laws and regulations and to recommend staff training and development as necessary by June 2012.

Report from the Audit Committee

Chair Pam Strollo reported on the February 13, 2012, meeting of the Audit Committee. Pam stated the Committee reviewed the District Corrective Action Plan for the Internal Audit and the following Corrective Action Plans—Internal Audit Risk Assessment Update Report, Governance and Control Environment Internal Audit and Extra Classroom Activity Funds(High School, Middle School and Athletics). These items were approved earlier tonight under the Acting Business Administrator's Report.

Review of the Finance Committee

Chair Jim Jacobus reported on the February 13, 2012, 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 Five-Year Capital Plan, Financial Planning and Development Strategic Intents and Key Initiatives Summary, Updated Requests for RFP Proposals(currently there are 7), discussed the possibility of a Part-Time BOCES School Business Official and the 2012-2013 School Budget Planning and Development with a recommendation of taking \$5million from the Reserves.

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Report from the Outcomes and Assessment Committee

There wasn't a report.

Report from the Planning and Development Committee

There wasn't a report.

Report from the Human Resources Committee

Chair Mark Brinthaup stated the Human Resources Recommendations that were presented to the Board for approval tonight were discussed at the February 8, 2012, meeting. The Committee also discussed the Schedule for Hiring 2012 Administrators and Tenure Reviews for two Music teachers.

Report from the Policy Referral/Review Committee

Proposed Changes to Current Board Policy 8500: Food Service Management

Moved by Jacobus, seconded by Holleran.

RESOLVED, that the Horseheads Central School District Board of Education approves the Proposed Changes to Current Board Policy 8500: Food Service Management as submitted.

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

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MOTION CARRIED

Chair Ruth Miller brought Proposed Changes to Current Board Policy 8500: Food Service Management to the Board for Board action. Ruth stated the first reading of this proposal was brought to the Board at its January 26th Board Meeting. Ruth stated the following language changes are proposed by Judy Christiansen: add: "Food Service Management, including the procurement of food, the administration of free and reduced lunches, and the maintenance of an appropriate accounting of food service payment and charges, is the responsibility of the Food Service Director".

Proposed Changes to Current Board Policy 6210 : Local Tax Levy

Moved by Miller, seconded by Holleran.

RESOLVED, that the Horseheads Central School District Board of Education approves the Proposed Changes to Current Board Policy 6210: Local Tax Levy as submitted.

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

Chair Ruth Miller brought Proposed Changes to Current Board Policy 6210: Local Tax Levy to the Board for Board action. Chair Ruth Miller stated the first reading of this Policy was brought to the Board at its January 26th Board Meeting. Ruth stated the following will be added to the Policy: Any complaints regarding tax collection process not resolved with the Tax Collector shall be made to the Board Finance Committee as follows: 1. The taxpayer may, within five(5) business days after meeting with the Tax Collector, file with the Clerk of the Board of Education, a written request for review by the Board Finance Committee. 2. When a request for review by the Board Finance Committee has been made, the Tax Collector shall submit the entire written record of the complaint of the Committee. 3. The Board Finance Committee shall meet within ten(10) business days of the receipt of complaint. The Committee shall make its decision on the complaint solely on the record before it. The Committee’s resolution of the complaint shall be final.

Current Board Policy and Proposed Changes 4100: Organization of Instruction

Moved by Brinthead, seconded by Holleran.

RESOLVED, that the Horseheads Central School District Board of Education approves the Proposed Changes to Current Board Policy 4100: Organization of Instruction as submitted.

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

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MOTION CARRIED

Chair Ruth Miller brought Proposed Changes to Current Board Policy 4100: Organization of Instruction to the Board for Board action. Chair Ruth Miller stated the first reading of this policy was brought to the Board at its January 26th Board Meeting. Ruth stated that the addition of “elementary grades PreK(pilot)-4 will be added to the second sentence of the first paragraph. In the second paragraph “GST BOCES” will be added and the third paragraph will begin with the starting sentence, “Secondary and elementary...”

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Proposed Changes to Current Board Policy 4200: Curriculum Development

Moved by Jacobus, seconded by Strollo.

RESOLVED, that the Horseheads Central School District Board of Education approves the Proposed Changes to Current Board Policy 4200 Curriculum Development as submitted.

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

Chair Ruth Miller brought Proposed Changes to Current Board Policy 4200: Curriculum Development to the Board for Board action. Chair Ruth Miller stated the first reading of this policy was brought to the Board at its January 26th Board Meeting. Ruth stated that the words, “Director of Curriculum and Instruction” throughout the policy has been changed to “Superintendent’s Designee”.

Proposed Changes to Current Board Policy 0100: Equal Opportunity

Moved by Jacobus, seconded by Strollo.

RESOLVED, that the Horseheads Central School District Board of Education approves the Proposed Changes to Current Board Policy 0100: Equal Opportunity as submitted.

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

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MOTION CARRIED

Chair Ruth Miller brought Proposed Changes to Current Board Policy 0100: Equal Opportunity to the Board for Board action. Chair Ruth Miller stated the first reading of this policy was brought to the Board at its January 26th Board Meeting. Ruth stated the following words have been added to the first paragraph, “gender, identity, predisposing genetic characteristic”.

Proposed Changes to Current Board Policy 5500: Student Records

Chair Ruth Miller stated this is the first reading of proposed changes to Current Board Policy 5500: Student Records. Ruth stated the following words have

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been added to Directory Information: the last sentence of the first paragraph, added, "including video recordings," so it will read, "photograph, including video recordings, e-mail address, and class roster. Ruth stated this will be brought back to the Board at the March meeting for Board action.

Proposed Changes to Current Board Policy 4531: Field Trips and Excursions

Chair Ruth Miller stated this is the first reading of proposed changes to Current Board Policy 4531: Field Trips and Excursions. Ruth stated the following statement has been added to the Policy: "NOTE: Overnight field trip requests must be submitted 90 days prior to the trip date and require approval from the Building Principal, the Superintendent and Board of Education. Ruth stated this will be brought back to the Board at the March meeting for Board action.

Questions and Comments from Board Members

There were no Questions or Comments from the Board Members.

Adjournment to Executive Session

Moved by Jacobus, seconded by Holleran.

RESOLVED, that the Horseheads Central School District Board of Education Meeting adjourned from its Regular Meeting of the Board of Education at 7:13 PM.

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

Moved by Jacobus, seconded by Brinthaup.

RESOLVED, that the Horseheads Central School District Board of Education go into Executive Session at 7:35 PM to review and act upon CSE/CPSE recommendations, discuss Collective Bargaining and a matter made confidential by state law.

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

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 MOTION CARRIED

Moved by Brinthead, seconded by Conklin.
 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>
Brinthead			Buck

Conklin
 Holleran
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 Lynch
 Miller
 Strollo
 MOTION CARRIED

Moved by Holleran, seconded by Strollo.
 RESOLVED, that the Superintendent having recommended resolution of pending litigation and the agreement having been reviewed.

IT IS HEREBY RESOLVED that the agreement be approved and the Board of Education President, the Superintendent and the District's attorneys are hereby authorized to execute all documents necessary to implement the agreement.

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

Conklin
 Holleran
 Jacobus
 Lively
 Lynch
 Miller
 Strollo
 MOTION CARRIED

Moved by Strollo, seconded by Miller.
 RESOLVED, that the Horseheads Central School District Board of Education Meeting adjourn from Executive Session at 7:35 PM and reconvene to its Regular Meeting of the Board of Education at 7:36 PM.

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

Conklin
 Holleran

Jacobus
Lively
Lynch
Miller
Strollo
MOTION CARRIED

Moved by Brinthead, seconded by Conklin.
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>
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Brinthead

Buck

Conklin
Holleran
Jacobus
Lively
Lynch
Miller
Strollo
MOTION CARRIED

Respectfully Submitted By:

Candy L. Maine

Candy L. Maine, District Clerk

