

**HCS D Board Members:**

Brian Lynch, President; Pam Strollo, VP; Rose Apgar; Mark Brinthaupt; Michael Buck, Ph.D.; Warren Conklin James Jacobus; Doug Johnson; Ruth Miller; Student Rep. Abigail Clark and Co-Alternates Samantha Owen and Arianna Scaptura

**Central Administrative Team:**

Ralph Marino, Jr., Ed.D., Superintendent  
 Judy Christiansen, Human Resources, Dir.  
 Kim Williams, Student Servs. Director  
 Virginia Abrunzo, Elem. Ed. Director  
 Jay Hillman, Secondary Ed. Director  
 Jane St. Amour-Bradley, School Business Executive

<p><b>HORSEHEADS CENTRAL SCHOOL DISTRICT          BOARD OF EDUCATION          PLANNING AND DEVELOPMENT COMMITTEE          January 8, 2013 -- 7:30 A.M.          SUPERINTENDENT'S OFFICE CONFERENCE ROOM</b></p>
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**MINUTES****Pledge of Allegiance****1. CALL TO ORDER**

Meeting was called to order at 7:31 AM.

**PAM STROLLO, CHAIR****2. ROLL CALL OF THOSE IN ATTENDANCE**

(Pam Strollo, Doug Johnson, Jim Jacobus, Brian Lynch (absent) and Ralph Marino, Jr.)

**PAM STROLLO****3. DISCUSSION ITEMS****3.1 District Performance Scan & Engagement Survey****Shawn McDonough**

Mr. McDonough reviewed the response rate statistics and approach to evaluation of survey results for the District Performance Scan (DPS) and Community Engagement Survey (CES). Data evaluation is underway for both surveys. Overall, the data is trending positive when compared to the previous surveys in 2008-2009.

**3.2 Update on Strategic Plan Implementation Team****Shawn McDonough**

Mr. McDonough discussed the work that the Strategic Plan Implementation Team will do to understand the DPS and CES results. The team will review the DPS results in January and the CES results in February.

**3.3 BOE Mid-year Retreat****All**

The committee discussed the mid-year retreat. The meeting will be held on January 24, 2013. The following topics are proposed for the retreat agenda:

- Special Education Update
- New Laws for Cyber-bullying
- Update on Merger/Consolidation Trends Across the State
- Strategic Plan Survey Results

Dr. Marino to talk to Ed Sarzynski about adding a topic around district operated charter schools.

**3.4 PreK-12 Facility Capacity Grade Configuration Study****Ralph Marino**

Dr. Marino and Mrs. Strollo met with both advisors on January 7 to review the plans for the study. The District will receive input documents to be completed by building administrators and other area leaders

over the next several weeks. Follow-up interviews will then be scheduled with each building principal.

4. **GOOD OF THE ORDER**

5. **ADJOURNMENT**

The meeting adjourned at 8:15 AM.

**UPCOMING 2012-13 BOE Planning and Development Committee Meetings:**

February 5; March 12; April 9; May 7; and June 4 (all at 7:30 a.m.)

**NOTE: These Committee meetings are subject to change.**

**(Please call 739-5601 ext. 4201 to be sure meeting is still scheduled to take place)**