

**DRAFT**

**Horseheads Central School District  
Business Meeting of the Board of Education  
Gardner Road Elementary School  
January 31, 2013**

**Present:** Apgar, Brinthaup, Buck, Clark, Conklin, Jacobus, Johnson, Lynch, Miller, Strollo

**Also Present:** Abrunzo, Austin, Bailey, Bradley, Christiansen, Coghlan, Hillman, Holloway, Marino, Patterson, Scaptura, Sechrist, Williams

**Absent:**

**Call to Order:** Board President Brian Lynch called the Meeting to order at 6:00 PM.

**Minutes**

Moved by Brinthaup, seconded by Apgar.

RESOLVED, that the Horseheads Central School District Board of Education accepts the minutes of the Business Meeting of December 20, 2012, as submitted.

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

Brinthaup

Buck

Conklin

Jacobus

Johnson

Lynch

Miller

Strollo

MOTION CARRIED

**President's Remarks**

Board President Brian Lynch welcomed everyone to tonight's meeting and stated, "It is great to see such a large crowd tonight". Brian stated, "It is the Board's privilege to travel to the various schools and the Board always looks forwards to the presentations which are always amazing". Brian reviewed the procedures for the Questions and Comments section and reminded those present to please state their name and address before making any comments. Additionally, he reminded the Public that this is the only time for them to voice their concerns or make comments during the meeting.

**Agenda Changes**

Board President Brian Lynch stated there is one addition to tonight's Agenda under the Report from the Board of Education President, Item 8.3 – "An Invitation from the Elmira Heights Board of Education for our Board to attend their

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February 25, 2013, Board meeting which will need Board action. There will also be an Executive Session directly after tonight's Regular Session to approve CSE/CPSE/504 recommendations, the Revised Superintendent Evaluation documents and to discuss the employment history of three particular people.

### **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:

- Three High School Students, Danielle Poteat(1<sup>st</sup> place in Senior Division), Brooke Hockenborn(2<sup>nd</sup> place in Senior Division) and Sara McKibbin(1<sup>st</sup> place in the Junior Division), who won awards at the cosmetology hair styling competition at the GST BOCES Bush Education Center on January 14<sup>th</sup>. More than seventy Career and Technical Education students competed in this annual event, an event that has been held at BOCES for more than twenty years. Ralph is very proud of these students.
- Horseheads students did very well at this year's Scholastic Art Competition. Of the 109 awards given, Horseheads earned 30 of them. Ralph stated award winning art will be on display at the Arnot Art Museum throughout the month of February. Ralph stated this is a great recognition to our Art Department in our school district.
- At the Scholastic Art Ceremony held on January 19<sup>th</sup>, Tess Wicks received an American Visions Award for her painting, and Justin Gregory earned an American Visions Award for his comic book, "Grand Adventure #1," as well as the Centennial Award for his sculpture, "Prognathius". Ralph is very proud of these two students.
- Tenth-grader Nidhi Shah placed first in the American Legion District Level Oratorical Contest on January 12<sup>th</sup> in Homer, New York. She will now compete at the Zone Level in February. Ralph is very proud of Nidhi's achievements.
- The Girls Varsity Basketball Team won the Josh Palmer Basketball Tournament and was also given the opportunity to see first-hand how events like these can make a difference to our community. The students had the opportunity to meet Jacob, a youngster who has battled kidney cancer, and hear his story. Ralph is very proud of these girls for not only winning the Tournament but also for being involved in the community and making a difference in Jacob's life.
- Senior Mike Klugo who qualified for the New York State championship swim meet with his win in the 100 yard freestyle at the John Beecher Invitational last Saturday. Ralph stated he is very proud of Mike.
- The Intermediate School held a drive for victims of Superstorm Sandy, filling a pick-up truck with donations of non-perishable food, personal items, books and more. Ralph thanked the staff and students for their community spirit.

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- Intermediate School fifth-grader Andy He who scored in the top ten percent of the nation on the Noetic Math Challenge. Ralph stated this is very, very impressive.
- Big Flats Elementary School held a book drive for the Family Reading Partnership of Chemung Valley, collecting 794 books for the Bright Red Bookshelf at Southern Tier Pediatrics. The drive was spearheaded by Mrs. Aepelbacher's fourth-grade class. Ralph stated he is very proud of Mrs. Aepelbacher's class and the staff, students and parents of Big Flats School.
- Board Members Rose Apgar and Doug Johnson who received certificates and pens for the completion of courses through the School Board Institute. Ralph thanked them for taking the time to increase their knowledge as a Board member.
- Retired Teacher, Coach and Current Board Member Warren Conklin, and graduates Sara Surosky Blauvelt and Christina Kowalski who will be inducted into the New York State Softball Hall of Fame on June 15<sup>th</sup>. Ralph is very proud of these three individuals for being acknowledged at the State level for our Softball Program.

## **Presentations**

### **Gardner Road School PTO Update**

Gardner Road Elementary School Principal Patrick Patterson on behalf of the staff, students and parents welcomed the Board and the Public to tonight's meeting. Principal Patterson stated that the goal of tonight's presentation is to share with the Board and the Public the type of learning that the students at Gardner Road Elementary School perform on a daily basis. Principal Patterson stated that based on what he sees occurring on a daily basis he can truly say that the staff is truly preparing the students to be Golden Stars and tomorrow's leaders. The staff is preparing and teaching the students the foundation of learning so that when they enter the Intermediate School and continue on they will be ready to enter college or begin a career. Patrick stated that the staff is working to improve student achievement through the Implementation of the Treasures' Reading Program, Implementation of the Common Core 21<sup>st</sup> Century Learning Standards, Researching and Creating a Vision About Effective Writing Instruction, Increasing Time for Professional Learning Communities, Enhancing the Character Education Program and Developing After School Clubs with the PTO to Grow Academically and Socially. The staff is also teaching the students to Build Leadership Opportunities by learning about the 7 Habits of Happy Kids, Coordination of Monthly Spirit Days and Enhancing Community Spirit. Principal Patterson also stated that Gardner Road has partnered with many community organizations throughout the year which has taught the students the importance of giving back to their community.

Gardner Road PTO President Holly Hamilton shared how the PTO is working to enhance the students' educational experience. Holly stated that the PTO sponsors a large number of programs/activities/events for the school community such as the Fall Festival, Ice Cream Social, Field Trips, the Holiday Shoppe, Bell

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Ringin and Family Fun Nights. The PTO supports the staff financially throughout the year on an as-needed basis. They have supported the Summer Reading Program Pizza Party Celebration, purchased vocabulary books for the third grade classrooms, purchased magazine subscriptions for the Library, sponsors After School and Evening Clubs such as, "Learning Chinese" and "Exploring and Making Healthy Snacks". They have joined the Teracycle Program which is a way to earn money for the school and also teaches the students about the environment, conservation and recycling. The school is also part of the Box Tops for Education and Campbell Soup Program which also brings money in to the school. Holly stated that the results of the PTO are very obvious as you walk throughout the school or an event and see the smiles on the kids' faces and hear the laughter of their voices.

Board President Brian Lynch thanked the PTO for their commitment to the school staff, students and community. He stated that it is amazing what the PTOs do not just at Gardner Road School but throughout the District. The number of hours the PTO puts in at the school and the activities/events that they sponsor for the school is very, very impressive. Brian stated that these activities/events that the PTO sponsors for the children are ones that they will remember throughout their life time. Brian thanked the PTO for their continual support and commitment to the staff and students at Gardner Road Elementary School. Their fundraising efforts are to be commended. They do a wonderful job with the many programs and events that they sponsor on behalf of the school.

**Gardner Road School Presentation, "Tomorrow's Leaders"**

Principal Patrick Patterson and the Gardner Road Staff had members of the Board of Education and Audience walk throughout the Cafeteria from station to station to participate in hands-on learning at each of the Grade Levels. Kindergarten students presented a Math demonstration, "A Math Word Problem," which was solved in four different ways. First graders presented a Spelling Lesson. Second Graders presented a Writing/Jopardy Lesson, Third Graders presented a FOSS Lesson and Fourth Graders presented an Iroquois Lesson. As the Board members and audience participated in these lessons, they saw first-hand how the staff is working to provide the students with an education that is exciting and full of knowledge.

Board President Brian Lynch thanked the staff and the students for an amazing presentation. He stated it is fantastic that the staff is aligning their Goals with the District Strategic Plan. Brian also stated it is amazing to see the number of community partnerships that the school has formed. This is great exposure for the kids and the families. Brian stated that the Recycling Program the school is part of is amazing and it is wonderful that the kids are learning the importance of recycling, energy conservation and are forming community partnerships at such a young age and learning the importance of giving back to their community. Brian thanked the staff for teaching the students these very important lessons. Brian also stated that when his daughter worked in the school for two weeks this past month she had a fantastic time and was very impressed with the staff and

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students. Brian stated the various stations that were displayed tonight were absolutely fantastic. It was amazing to see the Kindergarteners being able to learn math in four different ways and at the same time being able to explain and label their work. Teaching them word problems at such a young age is very, very impressive. The first grade presentation really taught the students how to pay attention as well as listen. It was such a neat way to teach the kids spelling. The FOSS lesson presented by the third graders was absolutely amazing and the fourth grade lesson on the Iroquois is a vital part of New York's history. Overall, the whole presentation was absolutely amazing.

Board Vice-President Pam Strollo thanked the staff and the students for sharing their academic lessons. It was a phenomenal presentation.

Board Member Ruth Miller gave the staff and students a huge "Thank You" for an amazing presentation and thanked the PTO for the purchase of vocabulary books helping to enhance the Character Education Program. She also stated it is great to see all the parents involved in their children's education. All of the stations were very nicely done and she stated she was impressed by the full presentation.

#### **Technology and Safety Needs Assessment Report**

Derek McManus, Directory of Technology from Hunt, Engineers, and his team reported back to the Board on the Technology and Safety Needs Assessment task they were given by the Board in October. Derek reported on the current technology that the District has, how demands have changed and where the District should go in order to adapt to the changes and the future needs. He discussed PARCC(Computer Based Testing), One to One Initiatives and New Security Measures. Recommendations were presented on how to upgrade the Communications Equipment Rooms, Network Equipment, the Wireless System, the Security Cameras, the Phone System, the Video Distribution System, Security Building Entryways and Security Locksets for Classrooms and Update Student Computers. The Building Aid and Costs Summary were reviewed. The projected cost is \$11,914,366. Ninety-five percent of the Scope is aidable except for PARCC Computers, Broad Street and the Maintenance Building which totals \$614,309. The aidable balance is \$11,300,057. The District Cost is approximately \$2,374,219.

Board Member Dr. Michael Buck inquired as to what the timeframe is to set up these recommendations. Superintendent Dr. Ralph Marino stated we are looking at the end of the 2013-2014 school year. It would take six to nine months to put the documents together for the State and then approximately twelve to sixteen weeks to await State approval. The bid would go out in the spring of 2014 and would take two summers to complete which would result with completion in two years. Dr. Buck inquired as to how many years the District would have this bond for. Dr. Marino stated the bond period would be over a twenty to thirty year period, however; the Finance Committee would work closely with the financial advisors during this process.

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Board Member Warren Conklin asked for clarification as to which doors would be considered the entryway for the High School as there are multiple doors throughout the building. Chad Snowburg stated that the District would have to change its mindset of the High School complex and redesign and identify entrances that would not make it difficult for visitors coming to the High School but make it more idea and safer for the High School population.

Board President Brian Lynch stated the Finance Committee seen this presentation last week. Brian inquired if there is some savings the District would realize from having BOCES support the phone system. Superintendent Dr. Ralph Marino stated that there would be two component pieces involving BOCES and the phone system. The District would pay for the license and the handsets. The District would be billed by BOCES for the annual service but would receive a COSER back on the service.

Board President Brian Lynch thanked the engineers from Hunt for providing a very comprehensive plan. He stated he is really impressed with the enhanced 911 and the security plans for the buildings. Brian stated this is a huge undertaking and he is very encouraged with the price range that was presented to the Board. The Board recommended to give this task to the Finance Committee who will present their recommendations to the Board at its February meeting.

#### **Report From The Superintendent**

##### **2013-2014 School Budget Planning and Development Update**

Superintendent Dr. Ralph Marino updated the Board on the budget process, noting that Governor Cuomo proposed a 1.52% increase in the District's state aid in his January 22<sup>nd</sup> budget proposal. Ralph also noted the second of two Resident's Budget Input Sessions will be held on Monday, February 4<sup>th</sup>, at 7:00 PM at the Horseheads Fire Department and the Board's first Budget Workshop will be held on Thursday, February 7<sup>th</sup>, at 6:00 PM, at the Erin Town Hall.

#### **Report from the Board of Education President**

##### **Discussion/Selection of 2013 Board of Education Summer Retreat Date (Monday, August 12<sup>th</sup>)**

Board President Brian Lynch and the Board discussed the change in the date of the 2013 Board of Education Summer Retreat which has been moved from Monday, August 12<sup>th</sup>, to Monday, August 19<sup>th</sup>. It will be brought to the Board at its' February meeting for Board action. Brian also noted that there will be a special meeting in early August regarding the approval of the taxes.

##### **Discussion/Selection of 2013 Board of Education July Organizational Meeting Date(Thursday, July 11<sup>th</sup>)**

Board President Brian Lynch and the Board discussed July 11, 2013, as the tentative date of the Board of Education Organizational Meeting. It will be brought to the Board at its' February meeting for Board action.

##### **Invitation from the Elmira Heights Board of Education**

Moved by Miller, seconded by Jacobus.

Cont'd

RESOLVED, that the Horseheads Central School District Board of Education accepts the invitation from the Elmira Heights Board of Education to attend their February 25, 2013, Board of Education meeting.

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

Board President Brian Lynch brought the invitation from the Elmira Heights Board of Education for the Board to attend their February 25, 2013, Board of Education meeting, to the Board for Board action.

#### **Report from the Director of Elementary Education**

No report was given.

#### **Report from the Director of Secondary Education**

No report was given.

#### **Report from the School Business Executive**

##### **Disposals of District Property**

Moved by Jacobus, seconded by Brinthaup.

RESOLVED, that the Horseheads Central School District Board of Education approves the Disposals of District Property as submitted.

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

School Business Executive Jane Bradley brought the approval of the Disposals of District Property to the Board for Board action.

##### **Increase in Appropriations(IS PTO)**

Moved by Brinthaup, seconded by Strollo.

WHEREAS, the appropriation expenditure for fiscal year 2012-2013 was approved and set on May 15, 2012...AND....

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

BE IT FURTHER RESOLVED, that the 2012-2013 budget be increased by \$3,600.00 and this increase be funded by the reimbursement to revenue code A980-2705.

The appropriation for the following codes should be increased:

A-2110-99-490	\$3,600.00	BOCES CoSer 403-Adventure-Bawed Learning
A-980-2705	\$3,600.00	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 \$69,580,802.68....AND.....

BE IT FURTHER RESOLVED, that such changes in appropriation become effective January 31, 2013.

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

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MOTION CARRIED

School Business Executive Jane Bradley stated the Horseheads Central School District received a donation of \$3,600.00 from the Intermediate School PTO. This donation will go towards funding the 6<sup>th</sup> Grade BOCES Ropes Course through BOCES CoSer 403 – Adventure-Based Learning.

**Increase in Appropriations(From Corning Inc. for STEM Initiative)**

Moved by Miller, seconded by Jacobus.

WHEREAS, the appropriation expenditure for fiscal year 2012-2013 was approved and set on May 15, 2012...AND....

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

BE IT FURTHER RESOLVED, that the 2012-2013 budget be increased by \$3,000.00 and this increase be funded by the reimbursement to revenue code A980-2705.

The appropriation for the following codes should be increased:

A-2110-99-00-00-490	\$3,000.00	BOCES CoSer 525 – STEM Initiative
A-980-2705	\$3,000.00	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 \$69,583,802.68....AND.....

BE IT FURTHER RESOLVED, that such changes in appropriation become effective January 31, 2013.

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

Brinthaup

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Conklin

Jacobus

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Lynch

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Strollo

MOTION CARRIED

School Business Executive Jane Bradley stated the Horseheads Central School District received a donation from Corning Incorporated in the amount of \$3,000.00. This donation will increase CoSer 525 to help fund and support the Middle School STEM(Science, Technology, Engineering and Math) Initiative.

#### **Transportation Advisory Services Study**

Moved by Miller, seconded by Apgar.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the contract with Transportation Advisory Services for a transportation program study involving the Horseheads and Elmira Heights School Districts. The cost of the program study will be split evenly, with the Elmira Heights Central School District paying 50% of the costs and the Horseheads Central School District paying the other 50%. The Elmira Heights Central School District will serve as the liaison for billing purposes and will bill the Horseheads Central School District accordingly.

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

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MOTION CARRIED

School Business Executive Jane Bradley brought the approval of the contract with Transportation Advisory Services for a transportation program study involving the Horseheads and Elmira Heights School Districts to the Board for Board action.

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Board Member Warren Conklin stated that in the letter it states that a final report would be provided to the districts by March 1, 2013, to facilitate budget preparations. How would this impact the budget if it is late? Superintendent Dr. Ralph Marino stated that according to Mr. Walsh this shouldn't be an issue as he is aware that we need to have the report early enough so that we are able to develop our budget.

### **2013-2014 BOCES Cost Allocation Methodology**

Moved by Jacobus, seconded by Apgar.

RESOLVED, that the Horseheads Central School District Board of Education approves the 2013-2014 BOCES Cost Allocation Methodology as submitted.

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

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MOTION CARRIED

School Business Executive Jane Bradley brought the 2013-2014 BOCES Cost Allocation Methodology to the Board for Board action.

### **Copier RFP Award Recommendation**

Moved by Brinthaup, seconded by Miller.

RESOLVED, that the Horseheads Central School District approves the recommendation of Eastern to receive the Copier RFP Award.

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

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Conklin

Jacobus

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Strollo

MOTION CARRIED

School Business Executive Jane Bradley brought the recommendation of Eastern to receive the Copier RFP Award to the Board for Board action.

### **GST BOCES Copy Paper Bid Agreement**

Moved by Jacobus, seconded by Apgar.

WHEREAS, it is the plan of a number of public school districts in Schuyler-Steuben-Chemung-Tioga-Allegany Counties of New York to bid jointly on copy

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paper under the direction of the Schuyler-Steuben-Chemung-Tioga-Allegany Counties Board of Cooperative Educational, dba, Greater Southern Tier BOCES, popularly known as GST BOCES.

WHEREAS, the Horseheads Central School District Is desirous of participating with the GST BOCES and other school districts in Schuyler-Steuben-Chemung-Tioga-Allegany Counties in the joint bidding of the Commodities mentioned above as authorized by General Municipal Law, Section 119-0, and,

BE IT RESOLVED, that the Board of Education of the Horseheads Central School District hereby appoints GST BOCES, to represent it in all matters related above, and, that Superintendent Dr. Ralph Marino, Jr., is hereby appointed as the school district's representative to GST BOCES in all matters leading up to the entering into a contract for the purchase of the above mentioned commodities.

BE IT FURTHER RESOLVED, that the Horseheads Central School District Board of Education agrees (1) to abide by the decisions of the GST BOCES Purchasing Manager regarding the quality standards, (2) that unless all bids are rejected, award of contracts will be according to the recommendations of the GST Purchasing Manager, (3) that after award of contract(s) it will conduct all business directly with the successful bidder(s).

Ayes	Noes	Abstained	Absent
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Apgar

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Jacobus

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Lynch

Miller

Strollo

MOTION CARRIED

School Business Executive Jane Bradley brought the GST BOCES Copy Paper Bid Agreement to the Board for Board action.

### **Budget Transfers Over \$10,000**

Moved by Brinthaup, seconded by Strollo.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves Budget Transfers in the total amount of \$272,546.52 which exceeds the Superintendent's \$10,000 approval limit as submitted.

Ayes	Noes	Abstained	Absent
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Apgar

Brinthaup

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Conklin

Jacobus

Johnson

Lynch

Miller

Cont'd

Strollo

MOTION CARRIED

School Business Executive Jane Bradley brought the approval of Budget Transfers in the total amount of \$272,546.52 to the Board for Board action.

**Appointment of Purchasing Agent**

Moved by Miller, seconded by Apgar.

BE IT RESOLVED, that the Horseheads Central School District Board of Education appoints Teresa Goldthwait as the District's Purchasing Agent with GST BOCES as Alternative effective December 21, 2012, through June 30, 2013.

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

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Conklin

Jacobus

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Lynch

Miller

Strollo

MOTION CARRIED

School Business Executive Jane Bradley brought the appointment of Teresa Goldthwait as the District's Purchasing Agent with GST BOCES as Alternative effective December 21, 2012, through June 30, 2013, to the Board for Board action.

**Claims Auditor Report(December 2012)**

Moved by Miller, seconded by Strollo.

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

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

Brinthaup

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Jacobus

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Miller

Strollo

MOTION CARRIED

School Business Executive Jane Bradley brought the approval of the Claims Auditor Report for December 2012 to the Board for Board action.

**Treasurer's Report(November and December 2012)**

Moved by Jacobus, seconded by Miller.

Cont'd

RESOLVED, that the Horseheads Central School District Board of Education approves the Treasurer's Report for November and December 2012 as submitted.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar  
Brinthaup  
Buck  
Conklin  
Jacobus  
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Lynch  
Miller  
Strollo

MOTION CARRIED

School Business Executive Jane Bradley brought the Treasurer's Report for November and December 2012 to the Board for Board action.

#### **High School Extra-Classroom Treasurer's Report(November and December 2012)**

Moved by Brinthaup, seconded by Jacobus.

RESOLVED, that the Horseheads Central School District Board of Education approves the High School Extra-Classroom Treasurer's Report for November and December 2012 as submitted.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar  
Brinthaup  
Buck  
Conklin  
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Lynch  
Miller  
Strollo

MOTION CARRIED

School Business Executive Jane Bradley brought the High School Extra-Classroom Treasurer's Report for November and December 2012 to the Board for Board action.

#### **Middle School Extra-Classroom Treasurer's Report(November and December 2012)**

Moved by Brinthaup, seconded by Jacobus.

RESOLVED, that the Horseheads Central School District Board of Education approves the Middle School Extra-Classroom Treasurer's Report for November and December 2012 as submitted.

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

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Jacobus  
Johnson  
Lynch  
Miller  
Strollo

**MOTION CARRIED**

School Business Executive Jane Bradley brought the Middle School Extra-Classroom Treasurer's Report for November and December 2012 to the Board for Board action.

**Athletics Extra-Classroom Treasurer's Report(November and December 2012)**

Moved by Jacobus seconded by Miller.

RESOLVED, that the Horseheads Central School District Board of Education approves the Athletics Extra-Classroom Treasurer's Report for November and December 2012 as submitted.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar  
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Miller  
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**MOTION CARRIED**

School Business Executive Jane Bradley brought the Athletics Extra-Classroom Treasurer's Report for November and December 2012 to the Board for Board action.

**Budget Transfer Report(November and December 2012)**

Moved by Miller, seconded by Jacobus.

RESOLVED, that the Horseheads Central School District Board of Education approves the Budget Transfer Reports for November and December 2012 as submitted.

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

School Business Executive Jane Bradley brought the Budget Transfer Reports for November and December 2012 to the Board for Board action. Cont'd

**Revenue and Expense Reports(December2012)**

Moved by Jacobus, seconded by Apgar.

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

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

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MOTION CARRIED

School Business Executive Jane Bradley brought the approval of the Revenue and Expense Reports for December 2012 to the Board for Board action.

**EBS-RMSCO, INC., Actuarial Testing Application**

Moved by Brinthaup, seconded by Miller.

RESOLVED, that the Horseheads Central School District Board of Education approves the EBS-RMSCO, INC., Actuarial Testing Application as submitted.

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

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MOTION CARRIED

School Business Executive Jane Bradley brought the approval of the EBS-RMSCO, INC., Actuarial Testing Application to the Board for Board action.

**Human Resources Director's Report****Human Resources Sub-Committee Recommendations**

Moved by Strollo, seconded by Miller.

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

**NON-INSTRUCTIONAL SUBSTITUTE/TEMPORARY APPOINTMENTS:**

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	
Bedford, Linda	Substitute	12/19/12	
Clark, Cynthia C.	Substitute	12/20/12	
Dubots, Erin	Student Lifeguard	12/18/12	
Elsisi, Zane	Student Lifeguard	12/12/12	Cont'd

Gibson, Ann Marie	Substitute	02/01/13
LaFever, Janice	Call-in Bus Driver	01/14/13
O'Shell, Olivia	Student Lifeguard	12/20/12
Piazza, Olivia	Student Lifeguard	12/12/12
Strope, Linda	Substitute	02/01/13

**CIVIL SERVICE APPOINTMENTS:**

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Clark, Stephen	Transp./Bus Driver – 4 hr.	01/14/13	\$10.96/hr.
Coy, Vanessa	HS/School Monitor 3.5 hr.	01/07/13	\$8.71/hr.
Dickinson, Pamela	Student Services/Sr. Clerk Typist	01/07/13	\$22,265 (pro-rated)

**CIVIL SERVICE EXTRA PAY:**

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Maine, Candy	Board Clerk (Budget Meetings)	2/7, 3/7, 4/11, 4/17 & 5/2	\$109/per meeting

**CIVIL SERVICE RESIGNATIONS:**

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>
Berardi, Josette	HS/School Monitor	01/25/13

**CIVIL SERVICE LEAVES:**

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>
Aikman, Dawn	Transp./Bus Driver	9/5/12-1/11/13 (unpaid)
Cowl, Nancy	Transp./Bus Driver	9/5/12-1/04/13 (unpaid)

**INSTRUCTIONAL NEW HIRES:**

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Berardi, Josette (Prorated)	MS/Teaching Assistant	01/28/13	\$12,554
Huftalen-Fesetch, Stacey (Prorated)	(Spec. Ed/Gen. Supv.) HS/Teaching Assistant (1:1)	01/28/13	\$14,003

**INSTRUCTIONAL LONG-TERM SUBSTITUTES:**

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Licht, Elizabeth	MS/Library	02/10/13 – 03/26/13	\$44,025 (Prorated)
Trank, Mary Jane	IS/Teaching Assistant	9/1/12-6/30/13 (extended)	\$10.44/hr.

**INSTRUCTIONAL CONTRACT SUBSTITUTES:**

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Sarno, Amy	MS/Contract Substitute	02/10/13 – 03/26/13	\$75/day

**INSTRUCTIONAL LEAVES:**

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>
Myers, Christine	IS/Teaching Assistant	9/1/12-6/30/13 (unpaid - extended)

**INSTRUCTIONAL TRANSFERS:**

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>
Fierro-Difasi, Susan	MS/Teaching Assistant (15:1:1/Resource Rm.)	01/31/13

Cont'd



**INSTRUCTIONAL SUBSTITUTE TEACHERS:**

	<b><u>STATUS/POSITION</u></b>	<b><u>PREFERENCE</u></b>
Behnke, Christine	Certified	Elementary/Secondary
Irfan, Sidra	Certified	Elementary/Secondary
Sampsell, Nicholas	Certified	Elementary/Secondary
Shah, Alka	Degreed	Elementary/Secondary
Strope, Linda	Non-Degreed	Elementary

**INSTRUCTIONAL RETIREMENTS:**

WHEREAS, **Abigail Close** will retire as a Speech Teacher, effective June 30, 2013; WHEREAS, Abigail is in her 40<sup>th</sup> year with the District; WHEREAS, Abigail will be sorely missed by staff and students; BE IT RESOLVED, that the Board of Education accepts Abigail's retirement and hopes her future years are fulfilling.

WHEREAS, **Diana Warham** will retire as a Special Education Teacher, effective June 30, 2013; WHEREAS, Diana is in her 15<sup>th</sup> year with the District; WHEREAS, Diana will be sorely missed by staff and students; BE IT RESOLVED, that the Board of Education accepts Diana's retirement and hopes her future years are fulfilling.

**INSTRUCTIONAL TENURE RECOMMENDATIONS:**

	<b><u>TENURE AREA</u></b>	<b><u>EFFECTIVE</u></b>
Martin, Patricia	Teaching Assistant (Level III)	02/01/13

**HOMEBOUND INSTRUCTION APPOINTMENTS:**

	<b><u>RATE</u></b>
Wales, Laura	\$16.00/hr.
Yarrington, Bryan	\$18.00/hr.

**SPRING COACH RESIGNATIONS:**

	<b><u>DESCRIPTION</u></b>	<b><u>EFFECTIVE</u></b>
Hillman, Kevin	Head Coach Modified Boys/Girls Track	Spring 2013
Gush, Jeff	Asst. Coach Modified Boys/Girls Track	Spring 2013
Lese, Shane	Head Coach Modified Girls Lacrosse	Spring 2013

**SPRING COACH APPOINTMENTS:**

	<b><u>DESCRIPTION</u></b>	<b><u>EFFECTIVE</u></b>	<b><u>STIPEND</u></b>
Gush, Jeff	Head Coach Modified Girls Lacrosse	Spring 2013	\$2,818
<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>

Apgar

Brinthaupt

Buck

Conklin

Jacobus

Johnson

Lynch

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 noted that there are two retirements, Abigail Close, who is in her 40<sup>th</sup> year with the District and Diana Warham who is in her 15<sup>th</sup> year in the District. Cont'd

**Report from the Director of Student Services**

No report was given.

**Report from the Student Representative to the Board**

Student Representative Abigail Clark reported on activities occurring at the High School for January including the start of the new semester, Parents Night and Guidance Presentation on Bridges Software was held on January 30<sup>th</sup>, Candy Gram Sales, the Snowball, Report Cards will go out on February 6<sup>th</sup> and the Scheduling Process for next year has begun. Board President Brian Lynch thanked Abigail for presenting a very thorough report.

**Report from the Athletic and Extra-Curricular Committee**

**Minutes of the January 7, 2013, Meeting**

Chair Warren Conklin reported on the January 7, 2013, meeting of the Athletic and Extra-Curricular Committee. Warren stated the Committee continues to discuss the ImPact Concussion Program and potential changes to the Athletic Code of Conduct.

**Report from the Audit Committee**

No report was given.

**Review of the Finance Committee**

**Minutes of the January 22, 2013, Meeting**

Chair Jim Jacobus reported on the January 22, 2013, meeting of the Finance Committee. Jim stated that all of the items that were presented earlier tonight under the School Business Executive's Report were discussed. Additionally, the Committee discussed the EXCEL Overpayment which was a little over \$38,000 due to some work that was not done at Gardner Road Elementary School as planned. The Committee also reviewed the 2013-2014 Revenues, the Five-Year Budget Projection and the 2013-2014 Budget Development and Planning Process.

**Report from the Human Resources Committee**

**Minutes of the January 14, 2013, Meeting**

Chair Mark Brinthaup reported on the January 14, 2013, meeting of the Human Resources Committee. Mark stated that the Human Resources Recommendations that were approved earlier this evening were reviewed and approved by the Committee. Additionally, the Committee reviewed the Health Care Costs and the Superintendent's Evaluation Process.

**Report from the Outcomes and Assessment Committee**

**Minutes of the January 8, 2013, Meeting**

Chair Dr. Michael Buck reported on the January 8, 2013, meeting of the Outcomes and Assessment Committee. Dr. Buck thanked Virginia Abrunzo for providing a very thorough set of minutes. The Committee was presented updates regarding APPR, FOSS, PreK-6 Math Adoption, Treasures and also discussed On-Line Assessments Scheduled for 2014-2015, AIS/RTI, Middle School 10<sup>th</sup> Period and the Committee's Goals.

Cont'd

**Report from the Planning and Development Committee****Minutes of the January 8, 2013 Meeting**

Chair Pam Strollo reported on the January 8, 2013, meeting of the Planning and Development Committee. Pam stated that Shawn McDonough reviewed the District Performance Scan and Engagement Survey and gave an update of the Strategic Plan. The Committee also discussed the Board of Education Mid-Year Retreat and the Pre-K-12 Facility Capacity Grade Configuration Study.

**Report from the Policy Referral/Review Committee****Proposed Changes to Policy 5162: Student Dismissal Precautions**

Moved by Jacobus, seconded by Apgar.

RESOLVED that the Horseheads Central School District Board of Education approve the changes to Policy 5162: Student Dismissal Precautions as submitted.

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

Chair Ruth Miller brought a second reading of Changes to Policy 5162: Student Dismissal Precautions to the Board for Board action. Ruth stated the first reading of proposed changes to this Policy was brought to the Board at its December 20<sup>th</sup> Board of Education Meeting.

**Report from the Visitation Sub-Committee****January 25, 2013, Visit of Gardner Road Elementary School**

Board Member Rose Apgar reported on the January 25, 2013, visit to Gardner Road Elementary School. Rose stated that a lot of things that were mentioned earlier tonight during Gardner Road's Presentation were seen during the tour. During the tour, Facilities Director Mike Coghlan stated that if the blacktop is just resurfaced, then the District would not receive any State aid which is why it has to be completely redone. The Fire Inspection of the school will be held on March 1<sup>st</sup>. The Broiler Room has more storage space now that the broiler has been replaced with a smaller; more efficient one. The Cafeteria and Gym roofs were done. Some of the classroom controls in the various wings have been replaced. Rose stated that in general all of the schools in the District are in excellent shape in comparison to schools in other districts. Rose stated the students were very engaged in their learning and very happy. Board President Brian Lynch thanked Rose for providing the Board with an excellent report.

**Questions and Comments from Board Members**

There were no Questions or Comments from Board Members.

Cont'd

**Adjournment to Executive Session**

Moved by Jacobus, seconded by Miller.

RESOLVED, that the Horseheads Central School District Board of Education Meeting adjourn from its Regular Meeting of the Board of Education at 7:53 PM.

Ayes	Noes	Abstained	Absent
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Apgar

Brinthaup

Buck

Conklin

Jacobus

Johnson

Lynch

Miller

Strollo

MOTION CARRIED

Moved by Jacobus, seconded by Apgar.

RESOLVED, that the Horseheads Central School District Board of Education go into Executive Session at 8:05 PM to approve CSE/CPSE/504 recommendations, the Revised Superintendent Evaluation documents and to discuss the employment history of three particular people.

Ayes	Noes	Abstained	Absent
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Apgar

Brinthaup

Buck

Conklin

Jacobus

Johnson

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/504 recommendations as presented.

Ayes	Noes	Abstained	Absent
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Apgar

Brinthaup

Buck

Conklin

Jacobus

Johnson

Lynch

Miller

Strollo

MOTION CARRIED

Cont'd

Moved by Jacobus, seconded by Strollo.

RESOLVED, that the Horseheads Central School District Board of Education Meeting adjourn from Executive Session at 8:38 PM and reconvene to its Regular Meeting of the Board of Education at 8:39 PM.

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

Brinthaup

Buck

Conklin

Jacobus

Johnson

Lynch

Miller

Strollo

MOTION CARRIED

Moved by Miller, 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 8:40 PM.

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

Brinthaup

Buck

Conklin

Jacobus

Johnson

Lynch

Miller

Strollo

MOTION CARRIED

Respectfully submitted by:

*Candy L. Maine*

Candy Maine, District Clerk