

**DRAFT**

**Horseheads Central School District  
Business Meeting of the Board of Education  
Center Street Elementary School  
December 18, 2014**

**Present:** Apgar, Boulas, Brinthaup, Conklin, Jacobus, Johnson, Lynch, Reasons, Sadler

**Also Present:** Bostwick, Bracy, Buzzetti, Christansen, Coghlan, Hillman, Holloway, Marino, McDonough, Patterson, Scaptura, Sechrist, Sotero, Williams

**Absent:** Strollo

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

**Minutes**

Moved by Johnson, seconded by Boulas.

RESOLVED, that the Horseheads Central School District Board of Education accepts the minutes of the November 20, 2014, Business Meeting as amended.

Ayes	Noes	Abstained	Absent
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Apgar			
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Boulas			
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Brinthaup			
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Conklin			
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Jacobus			
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Johnson			
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Lynch			
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Sadler			
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Strollo

MOTION CARRIED

**President's Remarks**

Board President Brian Lynch welcomed everyone to tonight's meeting. Brian stated this is the Board's third school visit and the Board really enjoys visiting the different schools and seeing the activities of what is going on in the schools and looks forwards to hearing the different schools' presentations as they are the highlight of the meeting. Brian reviewed the procedures for the Questions and Comments Section and reminded the Public to state their full name and address before commenting. Brian stated that Board Vice-President Pam Strollo was unable to attend tonight's meeting due to a conflict.

**Agenda Changes**

Board President Brian Lynch stated that Agenda Item 6.4 – Introduction of the new District Superintendent for the Greater Southern Tier BOCES, Jim Frame, will be added under "Presentations". Brian stated there will be an Executive Session directly after tonight's Regular Session to approve CSE/CPSE/504 Recommendations, discuss an update on Collective Negotiations(CSEA), discuss the employment history of a particular person and review the Superintendent's Mid-Year Goals.

**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:**

- Sixth-grader Sophie Kartzman's final count for her Red Cross Holiday Mail for Heroes project was more than 9,200 cards which is very, very impressive.

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- The Intermediate School collected 183 pairs of pajamas for the Scholastic Pajama Drive and Scholastic will match the donation with 183 books. All donations will go to local children in need.
- The Intermediate School Kids of Character for November were Alexa McPike, Grade 5, and Tyree Day, Grade 6.
- Gardner Road Elementary School students and staff raised \$265 for the Arctic League through a Coin Drive. The school's PTO matched the amount for a total donation of \$530, which a group of students brought to the Arctic League Telethon on December 7<sup>th</sup>.
- Gardner Road Physical Education Teacher Steve Monks will be inducted into the Chemung County Sports Hall of Fame on December 27<sup>th</sup>.
- Senior Jake Malloy is the High School's Daughters of the American Revolution Good Citizen. He earned the distinction through an essay he wrote on the spot and also won \$300.
- The High School collected more than 3,000 food items for the Horseheads Food Pantry during the Student Council Food Drive in November.
- The High School honored their Students of the Month for November (character trait was Citizenship):
  - o 9th Grade: Ethan Cavanaugh, Devin Clark, Allie Strollo
  - o 10th Grade: Camden Layton, Alejandro Montero, Evan Stablein
  - o 11th Grade: Chris Anderson, Pat Condon, Alexxis Ector, Tim Rice
  - o 12th Grade: Michael Chaborek, Ryan Condame, Jacob Malloy
- Several district students participated in the USATF National Junior Olympic Cross Country Championships in Myrtle Beach Saturday. They competed against more than 400 other students in each of their age divisions from all over the country: seventh-graders Alissa French, Nathan Wilsoncroft and Alyssa Walker, eighth-graders Owen Juan and Dylan Kenyon, sixth-grader Evan Keister, Big Flats fourth-grader Samantha Oaks, Big Flats second-graders Tabitha Oakes and Anna Lowe.
- At the Elks Hoop Shoot on December 17<sup>th</sup> at the High School, several District students placed in their age groups:
  - o Girls, age 8-9: First place – Jane DeGuire, Big Flats; second place – Bloom Fazzary, Gardner Road
  - o Boys, 8-9: First place – Dominick Russ, Ridge Road; second place – Nathan Gillette, Big Flats
  - o Girls, 10-11: First place – Samantha Lee; second place – Emma Romanski
  - o Boys, 10-11: Second place – Patrick Carpenter
  - o Girls 12-13: First place – Jenna Granger; second place – Sara Yorio
  - o Boys 12-13: First place – Andrew McLaughlin; second place – Ryan Scott
- The Middle School Chapter of the National Junior Honor Society adopted two local families and bought and wrapped gifts for eight children through the Southside Community Center. The group also collected more than 50 hats and mittens and 100 coats for a local battered women's shelter.
- Nine fall sports teams earned Scholar-Athlete Team status by the New York State Public High School Athletic Association, meaning the required number of team members earned an average of 90 or higher during their sports season: Girls Cross Country – 98.64; Girls Tennis – 98.08; Boys Cross Country – 96.66; Girls Soccer – 95.76; Boys Soccer – 94.03; Girls Volleyball – 94.03; Gold – 92.98; Football – 92.86; and Boys Volleyball – 92.82.
- The Middle School collected 5,014 food items during their Student Council Food Drive.
- Members of the Middle School and Center Street Student Councils rang the Salvation Army Bell this holiday season. Gardner Road students will ring the Bell on Saturday.
- The Vietnam Veterans of America Chapter 803 and the Major Robert H Schuler Memorial Museum sent a letter to Center Street staff and students thanking them for their Veterans Tribute that was held on November 6<sup>th</sup>.

- During the last couple of weeks, the Corning Leader announced their All-Leader Teams for fall sports. Several Horseheads student-athletes have been named to the teams. Ralph stated this is very impressive.

## Presentations

### **Center Street Elementary School Presentation, "Learning Is An Active Sport: Let's Play!" and PTO Update**

Center Street Elementary School Principal Patti Sotero, students and staff members shared their message of how "Learning is an Active Sport: Let's Play!" Student Council members highlighted various opportunities for community outreaches they work on throughout the school year. The Student Council partners with the PTO sharing a successful "March Out Hunger Food Drive," Ring the Bell for the Red Kettle Drive at the Arnot Mall and recently formed a new partnership with the Red Cross. The Student Council and the Red Cross will be hosting several life-skill classes which will include teaching first aid, babysitting and how to respond to various needs at their age level.

Third Grade Teacher Kelli French updated the Board on Clubs that are offered after school such as Safety Patrol, WCSN which reports daily, Sign Language, Newspaper, Yearbook, Homework Club, with a record of 45 students participating this year, and a brand new Green Garden Club. Kelli stated that you may also see students participating in special events in the community such as singing at a Jackals' game.

Third Grade Teacher Stacey Finnerty shared how she turned her classroom into a Congress setting as students learned about the different levels of government, the Senate and the House of Representatives. The students were taught the process of writing a bill and having it either signed into law or vetoed by "President" Patti Sotero. Stacey stated this was a great experience for the students to learn hands-on the different levels of government and how the economy affects the passing of a bill into law.

First Grade Teacher Sarah Potter and students presented a project the fourth grade students did to solve a real-world problem. The students captured the joy in discovering, observing and learning about motion through working together and brainstorming a solution by skyping with an engineer in California to create a tool to solve the problem. The students presented a prototype to the Board.

Michael Lehmann, a community member, former Center Street parent and retired Veteran, shared his appreciation of the annual Veteran's Day Celebration by presenting Principal Patti Sotero with a plaque. Michael gave an overview of the annual celebration and how it grows every year. He stated the emotion you feel as you walk through the halls is overwhelming and you will see more than one adult and Veteran with tears in their eyes. He stated it is a beautiful thing and believes that Center Street is the only school who does this and doesn't know who enjoys it more the staff, students or the Veterans.

Principal Patti Sotero stated the presentation that you seen tonight are some of the many ways that we partner to instill in our students a lifetime of learning. Patti stated it would not be possible without our dedicated staff who go above and beyond on a daily basis. Our PTO provides not only hands-on support, but also financial resources and many behind-the-scenes support which makes our programs and activities successful. Patti thanked the parents, staff, Board Members and Dr. Marino for helping to make Center Street Elementary School successful.

Board President Brian Lynch thanked Principal Patti Sotero, the Staff, Student Council Members and the PTO for presenting an amazing presentation. Brian stated it is amazing to see what this school accomplishes on a yearly basis. Every year when the Board returns there is always a new activity/event for the students. It is remarkable that this is possible but yet it continues. The School Council partnering with the PTO to tie into the Red Cross is a

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neat idea. The various Clubs including learning Sign Language at such a young age is very impressive. The incorporation of skydiving with an engineer in California and working together to solve a real-life problem through the use of the FOSS Program is a great way to teach kids to work together to solve a problem. To see it from the initial steps to the prototype is very impressive. Once again, Brian thanked the PTO for their continual support and stated without the PTO Center Street could not do as much as it does for the students.

Board Member Karen Boulas thanked Center Street Principal Patti Sotero and the staff for focusing the students' curriculum on becoming life-long learners at such a young age.

Board Member Warren Conklin stated he really enjoyed the government portion of the presentation. Government is such an important part of our lives and maybe someday we will see one of these students leading our community or on the Board of Education.

Board Member Jim Jacobus thanked Principal Patti Sotero and the staff for sharing with us during our Board Tour some of the things that the staff does for students who really need that extra "personal touch". Jim stated these are the things that he hopes everyone in the public realizes that far exceeds the responsibility of just teaching academics. Furthermore, Jim stated he believes that people have very little clue of how teachers really go above and beyond the call of duty on a daily basis.

#### **Report From New BOCES Superintendent**

Superintendent Dr. Ralph Marino introduced Jim Frame, the new District Superintendent for the Greater Southern Tier BOCES, to the Board. Jim stated prior to the BOCES position, he was Superintendent in the Odessa-Montour District and stated that his goal is to re-introduce BOCES to the Horseheads District. Jim stated that BOCES has a great relationship with Horseheads and he intends to work more directly with the Board to partner with the District to ensure the program is what Horseheads needs and is as effective as it could be. Jim stated he has a great working relationship with Dr. Marino and the Board has excellent representation on the Board who include Rose Apgar and Doug Johnson.

#### **District-Wide Technology and Security Improvements**

Superintendent Dr. Ralph Marino stated that almost two years ago the District had a Study done focusing on District Technology and Security. Jeff Robbins and Ryan Garrison from Hunt Engineers, Architects, and Land Surveyors updated the Board on the status of the security and technology improvements. They shared information on several phases of the project. The Board decided to consider Phase 1, improvements using the Smart Schools Bond Act money approved by State voters in December, and Phase 2, which will require public approval. The District currently has funds set aside to pay for this phase of the project. This phase of the project will be offered to voters at the May 19<sup>th</sup> budget vote/school board election. Board President Brian Lynch stated the Finance Committee reviewed this at their last meeting and will review this again with the Board as more information becomes available before the March 15<sup>th</sup> deadline. There weren't any reservations from the Board members.

Ryan Garrison reviewed the Scope of the original project stating demands have changed. The District's network is adapting to more devices such as voice, data and computer-based testing. Ryan reviewed the Technology Scope including Data Room Renovations, Robust Network, Network Electronic Upgrade, 100% Wireless Coverage, Office and Classroom Data Cabling Replacement and VOIP Phone System, Security and Ceiling and Lighting Replacement, IPTV-On Demand Educational Videos. The 2012 Study was reviewed noting \$12 million was estimated to complete District-Wide IP Security Camera Equipment, Secured Entrances, Intruder Locksets and Network Equipment. The Smart Schools Bond Act was reviewed noting \$2.9 million allocation awarded to the Horseheads Central School District.

Ryan Garrison reviewed the next steps which consist of Phase 1 - \$2.9 million on Smart Schools Bond Act will occur once the process is defined by the State. Phase 2- \$2.4 million will be voted for approval on May 19, 2015, as a Public Referendum for construction in 2016. Phases 3-5 will be future public referendums which will provide the District with time to determine elementary school technology plan based on the District's building decisions.

Ryan Garrison the Project Incidentals Budget which consists of Lawyer Fees, Construction Manager Fees, Testing Costs, Architect and Engineering Fees, Bid Advertisement, Printing Costs Insurance and General Administration Costs. Additional Savings Opportunities include NYSEROA Grant, Vendor Equipment Trade-Ins, E-Rate and Annual Power Savings from LED Lighting.

Board Member Doug Johnson inquired if approval is still needed for Phase 2. Superintendent Dr. Ralph Marino stated, "yes," designs will be submitted around Christmas so that the vote can occur in May. Ralph noted there will be some type of building process which will have to be presented to the State.

Board Member Karen Boulas inquired if there was a Plan B if the Smart Schools Bond Act did not pass. Ralph stated this was done after it passed so when the money becomes available the process will start.

Board Member Warren Conklin inquired where will the 10Gbps take us and how long will it be usable. Mr. Garrison stated the Robust Network will support any path to one-on-one learning that the District takes in the future as the infrastructure will be in place.

Superintendent Dr. Ralph Marino stated Phase 2 includes the full Intermediate/Middle School Complex which we will have to pay for; however, we will not have to borrow money as we already have it set aside which is to our advantage when it goes to Public Referendum. Ralph stated we are looking for feedback from the Board as we need to have approval for all the propositions for the Ballot in May.

### **Report From The Superintendent**

#### **Update on the Facility Capacity/Utilization and Grade Configuration Task Force**

Superintendent Dr. Ralph Marino updated the Board on the Facility Capacity/Utilization and Grade Configuration Task Force noting to date five meetings have been held and stated the Task Force is proceeding very well with great attendance and members working very hard. To date three of the six options have been reviewed and the Task Force is on target to complete their preliminary statements by the end of March per the Board's deadline.

#### **Update on the Consolidation/Feasibility Study with Elmira Heights Central School District**

Superintendent Dr. Ralph Marino presented the Board with an update on the Feasibility/Consolidation Study with Elmira Heights Central School District. Ralph stated the Task is going well according to the timeline. Ralph stated a meeting was held this past Monday with all information available on the WebSite. Ralph strongly recommends people view this as it contains a tremendous amount of data on both Districts and a lot of people are giving up their time to work together with the consultants on this Task. Ralph stated that the Study is on target to be completed in May, the Board will receive recommendations in June which will then be sent to the State.

#### **2015-2016 Budget Planning and Development Process**

Superintendent Dr. Ralph Marino reported on the development of the 2015-2016 School Budget Planning and Development Process, stating that the Board's Finance Committee will hold two Community Budget Input Sessions in January and three Community Budget Workshops will be held in February, March and April. Ralph also stated all budget documents will be on the District website.

**Boy's Baseball Team 2015 Spring Break Tournament in Myrtle Beach, SC**

Moved by Jacobus, seconded by Johnson.

RESOLVED, that the Horseheads Central School District Board of Education approves the Overnight Field Trip Request for the Boy's Baseball Team to attend the 2015 Spring Baseball Tournament in Myrtle Beach, South Carolina as requested.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar  
 Boulas  
 Brinthaup  
 Conklin  
 Jacobus  
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 Lynch  
 Sadler

Strollo

MOTION CARRIED

Superintendent Dr. Ralph Marino presented the Board with a request of approval for an Overnight Field Trip for the Boy's Baseball Team to attend the 2015 Spring Baseball Tournament in Myrtle Beach, South Carolina, to the Board for Board action. Ralph stated this trip takes place each year and will be held over Spring Break so there will be no loss of instruction time.

**Report from the Board of Education President**

**Donation of Museum Objects From the Wings of Eagles to the Intermediate School and Middle School**

Moved by Brinthaup, seconded by Apgar.

RESOLVED, that the Horseheads Central School District Board of Education accepts the donation of Museum Objects from the Wings of Eagles to the Intermediate School and Middle School as presented.

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

Board President Brian Lynch presented the Board with a Donation of Museum Objects from the Wings of Eagles to the Intermediate School and Middle School for Board Action. The Intermediate School was given a 35mm camera with case, a still camera from a bomber plane, a video camera from a bomber plane, a Beta video camera and a Military plane headset and microphone. The Middle School received an Air Force/US Army Sextant Type A10-A and a Compensating Sight Model K-13.

**Donation From the Horseheads Wrestling Booster Club to the Horseheads Athletic Department**

Moved by Jacobus, seconded by Apgar.

RESOLVED, that the Horseheads Central School District Board of Education accepts the donation of a new Resilite Lite Weight Wrestling Mat for the Horseheads Wrestling Team as presented.

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

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Brinthaup  
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 Jacobus  
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 Sadler

Strollo

**MOTION CARRIED**

Board President Brian Lynch presented the Board with a Donation of a new Resilite Lite Weight Wrestling Mat for the Horseheads Wrestling Team for Board Action.

**Report from the Director of Elementary Education**

There wasn't a report.

**Report from the Director of Secondary Education**

**GST BOCES Approved Credits for CTE Programs 2014-2015**

Moved by Apgar, seconded by Brinthaup

RESOLVED, that the Horseheads Central School District Board of Education approves the GST BOCES Approved Credits for CTE Programs 2014-2015 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**

Director of Secondary Education Jay Hillman presented the Board with the GST BOCES Approved Credits for CTE Programs 2014-2015 for Board Action. Board Member Warren Conklin stated that he will abstain only because in the upper-left hand corner of the document the date is listed as being "Revised on March 11, 2014" and is now being brought to the Board for Board action. Warren stated that his concern is that the students should know what credits they are going to get when they sign up to take the class not almost nine months later.

Board Member Karen Boulas stated that she is going to abstain due to being an employee of Corning Community College

**Report from the School Business Executive**

**Disposal of District Property**

Moved by Jacobus, seconded by Johnson.

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

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

Boulas

Brinthaup

Conklin

Jacobus

Johnson

Lynch

Sadler

Strollo

**MOTION CARRIED**

School Business Administrator Katy Buzzetti brought the approval of the Disposal of District Property to the Board for Board action.

**Treasurer’s Report(October 2014)**

Moved by Jacobus, seconded by Johnson.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Treasurer’s Report for October 2014 as submitted.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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- Apgar
- Boulas
- Brinthaup
- Conklin
- Jacobus
- Johnson
- Lynch
- Sadler

Stollo

MOTION CARRIED

School Business Administrator Katy Buzzetti brought the approval of the Treasurer’s Report for October 2014 to the Board for Board action.

**Claims Auditor Report(November 2014)**

Moved by Jacobus, seconded by Johnson.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Claims Auditor Report for November 2014 as submitted.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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- Apgar
- Boulas
- Brinthaup
- Conklin
- Jacobus
- Johnson
- Lynch
- Sadler

Stollo

MOTION CARRIED

School Business Administrator Katy Buzzetti brought the approval of the Claims Auditor Report for November 2014 to the Board for Board action.

**Middle School Extra-Classroom Treasurer’s Report(October 2014)**

Moved by Jacobus, seconded by Johnson.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Middle School Extra-Classroom Treasurer’s Report for October 2014 as submitted.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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- Apgar
- Boulas
- Brinthaup
- Conklin
- Jacobus
- Johnson
- Lynch
- Sadler

Stollo

MOTION CARRIED

School Business Administrator Katy Buzzetti brought the approval of the Middle School Extra-Classroom Treasurer’s Report for October 2014 to the Board for Board action.



**Athletics Extra-Classroom Treasurer’s Report(November 2014)**

Moved by Jacobus, seconded by Johnson.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Athletics Extra-Classroom Treasurer’s Report for November 2014 as submitted.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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- Apgar
- Boulas
- Brinthaup
- Conklin
- Jacobus
- Johnson
- Lynch
- Sadler

Strollo

MOTION CARRIED

School Business Administrator Katy Buzzetti brought the approval of the Athletics Extra-Classroom Treasurer’s Report for November 2014 to the Board for Board action.

**Budget Transfers Report(November 2014)**

Moved by Brinthaup, seconded by Jacobus.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Budget Transfers Report for November 2014 as submitted.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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- Apgar
- Boulas
- Brinthaup
- Conklin
- Jacobus

Johnson

- Lynch
- Sadler

Strollo

MOTION CARRIED

School Business Administrator Katy Buzzetti brought the approval of the Budget Transfers Report for November 2014 to the Board for Board action. Board Member Warren Conklin inquired for clarification regarding the renewal of the District-Wide Movie License. Superintendent Dr. Ralph Marino stated it is so that we do not violate the copyright laws.

**Revenue and Expense Report(November 2014)**

Moved by Apgar, seconded by Jacobus.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Revenue and Expense Report for November 2014 as submitted.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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- Apgar
- Boulas
- Brinthaup
- Conklin
- Jacobus
- Johnson
- Lynch
- Sadler

Strollo

MOTION CARRIED

School Business Administrator Katy Buzzetti brought the approval of the Revenue and Expense Report for November 2014 to the Board for Board action.

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

Moved by Jacobus, seconded by Johnson.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approve Budget Transfers in the amount of \$139,729.50, 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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Apgar  
 Boulas  
 Brinthaup  
 Conklin  
 Jacobus  
 Johnson  
 Lynch  
 Sadler

Stollo

**MOTION CARRIED**

School Business Administrator Katy Buzzetti brought the approval of Budget Transfers in the amount of \$139,729.50, which exceeds the Superintendent’s \$10,000 approval limit to the Board for Board action. Board Member Warren Conklin asked for an explanation of what a Transitional Reassurance Fee is. Katy stated it is a yearly fee and part of the Affordable Care Act that we are required to pay for the next three years.

**Donations and Increase in Appropriations(Center Street PTO for Arts in Education)**

Moved by Apgar, seconded by Brinthaup.

WHEREAS, the appropriation expenditure for fiscal year 2014-2015 was approved and set on May 20, 2014...

WHEREAS, the District has received a donation of \$105.23 on behalf of the Center Street Elementary School PTO. This donation will be used to help fund the “Skippy and Jones” performance that took place at Center Street Elementary School on November 4<sup>th</sup>.

BE IT RESOLVED that the Board of Education accepts the above gift and directs the budget be amended accordingly.

The appropriation for the following codes should be increased:

A2110-99-00-00-490	\$105.23	Arts in Education – BOCES CoSer 401
A980-2705	\$105.23	Revenue – Donation

BE IT FURTHER RESOLVED, that such changes in appropriation become effective December 18, 2014.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar  
 Boulas  
 Brinthaup  
 Conklin  
 Jacobus

Johnson

Lynch  
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Stollo

**MOTION CARRIED**

School Business Administrator Katy Buzzetti brought the approval of a donation of \$105.23 on behalf of the Center Street Elementary School PTO to the Board for Board action. This donation will be used to help fund the “Skippy and Jones” performance that took place at Center Street Elementary School on November 4<sup>th</sup>.



**GST BOCES 2015-2016 Cost Allocation Methodology**

Moved by Jacobus, seconded by Apgar.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approve the GST BOCES 2015-2016 Cost Allocation Methodology as presented.

Ayes                      Noes                      Abstained                      Absent

Apgar  
Boulas  
Brinthaup  
Conklin  
Jacobus

Johnson

Lynch  
Sadler

Strollo

**MOTION CARRIED**

School Business Administrator Katy Buzzetti brought the approval of the annual GST BOCES 2015-2016 Cost Allocation Methodology to the Board for Board action.

Board Member Karen Boulas inquired if the calculations were based on student calculations and if so, were there changes since last year. Superintendent Dr. Ralph Marino stated that there have been no changes. It is the same as last year for all the districts unless another program was added.

Board Member Warren Conklin inquired if there are costs associated with it. Ralph stated that our District does not overpay and that the monies come back to us in our BOCES refund and we are only charged for what we use.

**Proposal From Hunt Engineers, Architects, and Land Surveyors, P.C. For Boundary Survey and Mapping**

Moved by Brinthaup, seconded by Jacobus.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approve the Proposal from Hunt Engineers, Architects, and Land Surveyors, P.C. for Boundary Survey and Mapping as presented.

Ayes                      Noes                      Abstained                      Absent

Apgar  
Boulas  
Brinthaup  
Conklin  
Jacobus  
Johnson  
Lynch  
Sadler

Strollo

**MOTION CARRIED**

School Business Administrator Katy Buzzetti brought the approval of the Proposal from Hunt Engineers, Architects, and Land Surveyors, P.C. for Boundary Survey and Mapping to the Board for Board action.

**Proposal From Hunt Engineers, Architects, and Land Surveyors, P.C., for 2015 Building Condition Survey Added Services**

Moved by Apgar, seconded by Jacobus.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approve the Proposal from Hunt Engineers, Architects, and Land Surveyors, P.C., for 2015 Building Condition Survey Added Services as presented.

Ayes                      Noes                      Abstained                      Absent

Apgar  
Boulas

Brinthaup  
 Conklin  
 Lynch  
 Sadler

Strollo

**MOTION CARRIED**

School Business Administrator Katy Buzzetti brought the approval of the Proposal from Hunt Engineers, Architects, and Land Surveyors, P.C., for 2015 Building Condition Survey Added Services to the Board for Board action.

Board Member David Sadler inquired if the District is providing the testing materials and paying for all the work while Hunt Engineers is placing the material, charting the location and documenting their findings for \$12,000.

Board Member Warren Conklin inquired for clarification of what it is that the Board is approving. Superintendent Dr. Ralph Marino stated that five years ago we did a barebones survey and since that time a lot has happened. Ralph stated this was discussed in length at the Finance Committee and the cost is approximately 70% state-aidable. This document will guide any type of work that will be done which is why we want it to be as comprehensive as possible.

Board Member Jim Jacobus stated that we spent a lot of time at the Finance meeting discussing this and Director of Facilities Mike Coghlan stated that we really need to do this. The situation with the Bus Garage would have been taken care of a long time ago if we had a similar report to this. Jim stated with the amount of construction work being done the Committee felt this is a necessity.

**Agreement With Chemung County For UPK Special Education Evaluations**

Moved by Apgar, seconded by Johnson.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approve the Agreement with Chemung County for UPK Special Education Evaluations as presented.

Ayes	Noes	Abstained	Absent
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Apgar  
 Boulas  
 Brinthaup

Conklin

Jacobus  
 Johnson  
 Lynch  
 Sadler

Strollo

**MOTION CARRIED**

School Business Administrator Katy Buzzetti brought the Agreement with Chemung County for UPK Special Education Evaluations to the Board for Board action.

Board Member Warren Conklin stated that he will vote “No” because the terms of the agreement became effective October 1, 2014, and terminates on December 31, 2014, and after tomorrow everyone is on vacation due to school being closed for winter break, therefore, he stated he does not condone the lack of timeliness on this Agreement being presented for Board action.

**Resolution To Dissolve Extra-Classroom Activity Club**

Moved by Johnson, seconded by Jacobus.

BE IT RESOLVED, that the Board of Education of the Horseheads Central School District hereby authorizes the dissolving of the Middle School Student Council Activities Club and placing the balance of \$3,384.47 in the Middle School Student Council Club Account in 2014-2015.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
Apgar			
Boulas			
Brinthaup			
Conklin			
Jacobus			
Johnson			
Lynch			
Sadler			

Strollo

**MOTION CARRIED**

School Business Administrator Katy Buzzetti brought the approval of the dissolving of the Middle School Student Council Activities Club and placing the balance of \$3,384.47 in the Middle School Student Council Club Account in 2014-2015 to the Board for Board action.

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

Moved by Johnson, seconded by Brinthaup.

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

**CIVIL SERVICE SUBSTITUTES/TEMPORARY EMPLOYEES:**

	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Butler, Margaret	Substitute	11/14/14	\$8.00-8.75/hr.
Clark, Justin	Substitute Bus Driver	11/24/14	\$10.10/hr.
Johnson, Robert	Substitute Bus Driver	11/24/14	\$10.10/hr.
Lawson, Mary	Substitute	11/25/14	\$8.00-8.75/hr.
VanDinther, Karen	Substitute Bus Driver	11/24/14	\$10.10/hr.

**CIVIL SERVICE NEW HIRES:**

	<u>LOCATION/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Cardamone, Michelle	Hhds. Christian School/1:1 RN	01/05/15	\$20,625 (Prorated)
Cannavino, Robert	Transp./Bus Driver – 4 hr.	11/19/14	\$11.10/hr.
Horton, Judi	Transp./Bus Driver – 4 hr.	11/14/14	\$11.10/hr.

**CIVIL SERVICE LEAVES:**

	<u>LOCATION/POSITION</u>	<u>EFFECTIVE</u>
Mallecocchio, Rick	Transp./Automotive Mechanic	09/10/14-12/21/14* (medical - paid)
Prince, Deborah	Transp./Bus Driver	11/11/14-11/31/14 (medical – unpaid)

\*date extended

**CIVIL SERVICE RESIGNATIONS:**

	<u>LOCATION/POSITION</u>	<u>EFFECTIVE</u>
Drake, Debbie	MS/Food Service Helper	12/08/15

**INSTRUCTIONAL LEAVES:**

	<u>LOCATION/POSITION</u>	<u>EFFECTIVE</u>
Gruters, Angela	MS/Teaching Assistant	1/12/15-6/30/15 (unpaid)

**INSTRUCTIONAL LONG-TERM/TEMPORARY SUBSTITUTES:**

	<u>LOCATION/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Andreacchio, Jill	GR/LTS Teaching Assistant	01/05/15-6/30/15	\$13,688 (Prorated)
Cobb, Justine	RR/LTS Physical Education	11/03/14 – 12/19/14	\$42,888 (Prorated)
Munson, Tracie	BF/Temp. Teaching Assistant	10/16/14-01/30/15*	\$10.57/hr.
Noe, Michelle	GR/Temp. Teaching Assistant	11/10/14-01/30/15*	\$10.57/hr.
Wales, Laura	MS/HS Special Education	12/1/14 – 6/30/15	\$41,135 (Prorated)

\*assignment extended

**INSTRUCTIONAL HIRES:**

	<u>LOCATION/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
McInerney, Shannon	GR/Teaching Assistant 1:1	12/19/14	\$11,733 (Prorated)

Cont'd

**INSTRUCTIONAL SUBSTITUTE TEACHERS:**

	<u>STATUS/POSITION</u>	<u>PREFERENCE</u>
Archambeault, Christian	Degreed	Elementary/Secondary

**INSTRUCTIONAL CONTRACT SUBSTITUTE TEACHERS:**

	<u>LOCATION/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Dutta, Antara	MS/Contract Substitute	01/05/14 – 06/30/15	\$95/day

**INSTRUCTIONAL TENURE APPOINTMENTS:**

	<u>LOC. / TENURE AREA</u>	<u>PROBATIONARY BEGINS / END DATE</u>	<u>CERT.</u>	<u>SALARY</u>
Abernatha, Patricia	MS/Home Economics	01/29/13 – 01/28/15	Permanent	\$62,025

**EXTRA-CURRICULAR ACTIVITIES 2014-2015 STIPENDS :**

<u>Employee</u>	<u>Location</u>	<u>Position</u>	<u>Stipend</u>
*Brice-Hyde, Jamy	HS	Debate Club Advisor	1,098.00
*Palmer, Dan	MS	HMS Live	1,830.00
*Stratton, Julie	MS	Musical	1,464.00
* Revision to stipend .			

**WINTER 2014-2015 COACHING APPOINTMENTS:**

	<u>LOCATION/POSITION</u>	<u>STIPEND</u>
Limoncelli, William	Varsity Boys Basketball Asst. Coach Volunteer	Unpaid
Monks, Steve	Modified Girls Basketball Interim Head Coach	\$4,063

**ADDENDUM**

**ADMINISTRATIVE RESIGNATION:**

	<u>LOCATION/POSITION</u>	<u>EFFECTIVE</u>
Hillman, Jay	Central Office /Dir. of Secondary Education	02/01/15

**MINIMUM WAGE INCREASE:**

	<u>SALARY</u>	<u>EFFECTIVE</u>
NYS Minimum Wage Increase - \$8.75/hr.		12/30/14
Substitute Food Service Helpers	\$8.75/hr.	
Substitute School Monitors	\$8.75/hr.	
Seasonal Laborers	\$8.75/hr.	
Student Pool Employees	\$8.75/hr.	
Substitute Teacher Aides	\$8.75/hr.	
<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u> <u>Absent</u>
Apgar		
Boulas		
Brinthaup		
Conklin		
	Jacobus	
Johnson		
Lynch		
Sadler		

Strollo

**MOTION CARRIED**

Director of Human Resources Judy Christiansen brought recommendations and an addendum from the Human Resources Sub-Committee to the Board for Board action. Board Member Jim Jacobus stated that he will vote “no” as he does not agree with the administrative resignation of Jay Hillman. Board Member Doug Johnson stated that he will approve the Consent Agenda and the Addendum even though he feels the same as Jim regarding the resignation of Jay Hillman.

**Update on the Proposed Retirement Incentive**

Director of Human Resources Judy Christiansen stated the Proposed Retirement Incentive will not go forward because the required savings was not reached as we were approximately \$75,000 short. Judy will inform the employees who were interested that it will not go forward.

**Report from the Director of Student Services****Resolution to Appoint a Medical Inspector**

Moved by Apgar, seconded by Brinthaup.

RESOLVED, that, Dr. Abiola Adelaja is appointed as Medical Inspector of the District and is authorized to conduct an examination of a particular student of the District, at a cost not to exceed \$20,000.00.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar			
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Boulas			
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Brinthaup			
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Conklin			
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Jacobus			
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Johnson			
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Lynch			
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Sadler			
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			Strollo
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**MOTION CARRIED**

Director of Student Services Kim Williams brought the approval of the appointment of Dr. Abiola Adelaja as Medical Inspector of the District and authorization to conduct an examination of a particular student of the District, at a cost not to exceed \$20,000.00 to the Board for Board action. Board Member Doug Johnson inquired if this is for the current school year. Kim stated, "Yes, this is for the 2014-2015 school year and is for one particular student".

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

Student Representative Kate Reasons reported on High School activities including the Student Council Ugly Sweater Contest, Winter Recess, Distribution of Report Cards, the Variety Show, 8<sup>th</sup> Grade Parent Information Session, Strings Showcase, the Observance of Martin Luther King Jr. Day and Regents Exams which are scheduled from January 26<sup>th</sup>-29<sup>th</sup>. Kate stated the Horseheads Boys and Girls Winter Sports are all under way noting the Girls and Boys Basketball Teams being undefeated. Kate noted the Josh Palmer Coaches vs. Cancer Basketball Clinic will be hosted at the Horseheads Middle School this Saturday and the tournament will be held at Southside High School after Christmas with all Horseheads teams competing in the tournament. Kate also noted the Green Room Players have announced that they will be performing "How To Succeed In Business Without Really Trying" for their spring musical. Board President Brian Lynch thanked Kate for presenting a very thorough and informative report.

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

There wasn't a report.

**Report from the Audit Sub-Committee**

There wasn't a report.

**Report from the Curriculum and Assessment Sub-Committee****Minutes of December 4, 2014, Meeting**

Chair Warren Conklin reported on the December 4, 2014, meeting of the Curriculum and Assessment Sub-Committee. Warren stated the Committee discussed their goals and objectives for next year. The Committee also heard a presentation from Karen Bracy and Jay Hillman regarding the Common Core Modules(Proposed Direction/Timeline for Review) and follow-up relating to the December 2<sup>nd</sup> and 4<sup>th</sup> Dr. Daggett Presentation that was held for the



District Staff. The Committee also discussed how do we get to the next level at the High School regarding digital programming and computer type classes.

### **Report from the Finance Sub-Committee**

#### **Minutes of December 8, 2014, Meeting**

Chair Jim Jacobus reported on the December 8, 2014, meeting of the Finance Sub-Committee. Jim stated that all of the items that were presented earlier tonight under the School Business Executive's Report were discussed. Jim stated the Committee also had a discussion regarding the new location of the Softball Field, reviewed a draft of the Building Condition Survey which will be presented to the Board in the near future, heard updates to the Technology Capital Project and discussed the cost and execution of it. The Committee also discussed the Resolution to establish a Capital Reserve Fund, a Resolution to approve the Technology Capital Project and discussed 2015-2016 Budget Considerations.

### **Report from the Human Resources Sub-Committee**

#### **Minutes of December 10, 2014, Meeting**

Chair Mark Brinthaup reported on the December 10, 2014, meeting of the Human Resources Sub-Committee. Mark stated the Committee reviewed the Human Resources Recommendations that were presented earlier this evening for Board action and was also presented an update of the District's Health Insurance Audit and Claims Information and also reviewed Tenure for a Probationary Teacher at the Middle School and the Retirement Incentive that will not go forward due to a lack of reaching the \$250,000 requisite savings.

### **Report From The Legislative Liaison(s)**

#### **Legislative Update**

There wasn't a report.

### **Report from the Planning and Development Sub-Committee**

#### **Minutes of December 9, 2014, Meeting**

Board President Brian Lynch stated the Committee heard an update from Superintendent Dr. Ralph Marino regarding the Consolidation/Feasibility Study and the Facility/Utilization and Grade Configuration Study. The Committee also reviewed the agenda for the up-coming Board of Education Mini-Retreat which will be held in January.

### **Report from the Policy Referral/Review Sub-Committee**

#### **Minutes of December 9, 2014, Meeting**

Chair Doug Johnson stated due to the weather a meeting was not held, however, a discussion was held via email regarding the many policies which will be brought to the Board this evening for Board action and for a first reading.

#### **Proposed Changes to Policy 6210: Local Tax Levy Collection**

Moved by Apgar, seconded by Jacobus.

RESOLVED, that the Horseheads Central School District Board of Education approve Proposed Changes to Policy 6210: Local Tax Levy Collection as presented.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
Apgar			
Boulas			
Brinthaup			
Conklin			
Jacobus			
Johnson			
Lynch			
Sadler			
			Stollo

MOTION CARRIED

Cont'd

Chair Doug Johnson brought a second reading of Proposed Changes to Policy 6210: Local Tax Levy Collection to the Board for Board action. Doug stated these changes were reviewed at last month's Board Meeting noting that the language was revised to clarify the jurisdiction of the Town Assessor and the legal references were also updated.

**Proposed Changes to Policy 6710: Purchasing Authority**

Moved by Brinthaup, seconded by Apgar.

RESOLVED, that the Horseheads Central School District Board of Education approve Proposed Changes to Policy 6710: Purchasing Authority as presented.

Ayes	Noes	Abstained	Absent
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Apgar  
 Boulas  
 Brinthaup  
 Conklin  
 Jacobus  
 Johnson  
 Lynch  
 Sadler

Strollo

MOTION CARRIED

Chair Doug Johnson brought a second reading of Proposed Changes to Policy 6710: Purchasing Authority to the Board for Board action. Doug stated these proposed changes allows and authorizes the Superintendent to approve contracts up to \$10,000 and the Business Official to approve contracts up to \$5,000 which will allow the school district to run smoother. Doug also stated that the legal references were also updated.

**Proposed Changes to Policy 6252: Gate Receipts and Admissions**

Moved by Boulas, seconded by Johnson.

RESOLVED, that the Horseheads Central School District Board of Education approve Proposed Changes to Policy 6252: Gate Receipts and Admissions as presented.

Ayes	Noes	Abstained	Absent
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Apgar  
 Boulas  
 Brinthaup  
 Conklin  
 Jacobus  
 Johnson  
 Lynch  
 Sadler

Strollo

MOTION CARRIED

Chair Doug Johnson brought a second reading of Proposed Changes to Policy 6252: Gate Receipts and Admissions to the Board for Board action. Doug stated the Policy was revised because there was some out-of-date information regarding the process of gate receipts and the legal references were also updated.

**Proposed Changes to Policy 6410: Authorized Signatures**

Moved by Jacobus, seconded by Boulas.

RESOLVED, that the Horseheads Central School District Board of Education approve Proposed Changes to Policy 6410: Authorized Signatures as presented.

Ayes	Noes	Abstained	Absent
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Apgar  
 Boulas  
 Brinthaup  
 Conklin  
 Jacobus  
 Johnson

Lynch  
Sadler

Strollo

**MOTION CARRIED**

Chair Doug Johnson brought a second reading of Proposed Changes to Policy 6410: Authorized Signatures to the Board for Board action. Doug stated that the legal references were updated.

**Current Policy 6900(Disposal of District Property) and Proposed Replacement Policy**

Chair Doug Johnson brought Proposed Replacement Policy 6900 – Disposal of District Property to the Board for a first reading. Doug stated the District’s Law Firm recommended the updating of this Policy and due to the amount of new language that was added the Committee decided to replace the entire Policy. This Policy will be brought to the Board for a second reading and Board action at its January meeting.

**Report From the Visitation Committee**

**December 12, 2014 Tour of Center Street Elementary School**

Chair Rose Apgar stated the Visitation Committee toured Center Street Elementary School on December 12<sup>th</sup>. Rose stated that Director of Facilities Mike Coghlan reviewed work that is currently being done including the installation of the intruder door lock-sets, the enhancement of cameras throughout the building and the gym floors have been redone by District employees. Rose noted the floors look really good and the new product that was used has a three-year life cycle. Overall, Rose stated the building is in good shape and the kids were happily engaged in their activities.

**Questions and Comments from Board Members**

Board Member Warren Conklin read the following quote from David Little, Head of the Rural School Boards Association, “I have always recognized that my request for folks to engage in State and Federal advocacy for our schools asks you to do so after attending to family, job and communities. I get it. It’s not easy to focus on the often discouraging and complicated world of Albany and Washington, particularly after a hard day. But the sad truth is that the well-being of your family, your job, and your rural community largely hinge on our ability to get leaders to recognize the importance of rural education. Warren stated that he definitely recognizes the importance of asking someone to drive six hours to present at our Board Retreat but, yet we, say as a Board, that we don’t believe in the political aspect of being involved in political issues that impact the school district. Warren stated that it is a Board Retreat to help the Board not to help the Superintendent. Warren stated he feels that David Little would be a great speaker, is experienced and is very impressive and we should consider him to present at one of our retreats.

Board President Brian Lynch stated he also agrees that Mr. Little would be an excellent speaker, however, he believes there are different ways to express political advocacy which is very important to him.

Board Member Karen Boulas stated she feels that the Board would benefit from Mr. Little’s knowledge if he were to come and present to us as he could help us to become more uniformed.

**Adjournment to Executive Session**

Moved by Jacobus, seconded by Brinthaup,  
RESOLVED, that the Horseheads Central School District Board of Education Meeting adjourn from its Regular Meeting of the Board of Education at 7:41 PM.

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

Jacobus  
Sadler

Strollo

MOTION CARRIED

Moved by Jacobus, seconded by Brinthaup.

RESOLVED, that the Horseheads Central School District Board of Education go into Executive Session at 7:49 PM to approve CSE/CPSE/504 Recommendations.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar  
Boulas  
Brinthaup  
Conklin  
Jacobus  
Johnson  
Lynch  
Sadler

Strollo

MOTION CARRIED

Moved by Johnson, seconded by Brinthaup

RESOLVED, that the Horseheads Central School District Board of Education approve the CPSE/CSE/504 recommendations as presented.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar  
Boulas  
Brinthaup  
Conklin  
Jacobus  
Johnson  
Lynch  
Sadler

Strollo

MOTION CARRIED

Moved by Jacobus, seconded by Johnson.

RESOLVED, that the Horseheads Central School District Board of Education Meeting adjourn from Executive Session at 9:04 PM and reconvene to its Regular Meeting of the Board of Education at 9:05 PM.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar  
Boulas  
Brinthaup  
Conklin  
Jacobus  
Johnson  
Lynch  
Sadler

Strollo

MOTION CARRIED

Moved by Brinthaup, seconded by Jacobus.

RESOLVED, that the Horseheads Central School District Board of Education Meeting adjourn from its Regular Meeting of the Board of Education at 9:06 PM.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
Apgar			
Boulas			
Brinthaupt			
Conklin			
Jacobus			
Johnson			
Lynch			
Sadler			
			Stollo
MOTION CARRIED			

Respectfully submitted by:

*Candy L. Maine,*

Candy Maine, District Clerk

