

**HCSD Board Members:**

Brian Lynch, Pres.; Pam Strollo, VP; Rose Apgar; Karen Boulas;  
Mark Brinthaup; Warren Conklin; James Jacobus; Doug Johnson;  
David Sadler; and Student Rep. Kate Reasons and Alternate  
Danielle Fuller-Sincock

**Central Administrative Team:**

Ralph Marino, Jr., Ed.D., Superintendent  
Judy Christiansen, Human Resources, Dir.  
Kim Williams, Student Servs. Director  
Karen Bracy, Elem. Ed. Director  
Lisa Kelly, Interim Secondary Ed. Director  
Katy Buzzetti, School Business Admin.

**HORSEHEADS CENTRAL SCHOOL DISTRICT  
REGULAR BOARD OF EDUCATION BUSINESS MEETING  
FEBRUARY 26, 2015  
6 P.M.  
BIG FLATS ELEMENTARY SCHOOL CAFETERIA**

**AGENDA**

**PLEDGE OF ALLEGIANCE**

**1. CALL TO ORDER**

**BOARD PRESIDENT**

**2. MINUTES** (Jan. 29, 2015, Business Mtg. and Feb. 5, 2015,  
Community Budget Mtg.)

**BOARD ACTION**

**3. BOARD PRESIDENT’S REMARKS AND  
AGENDA CHANGES** (if any)

**BOARD PRESIDENT**

**4. QUESTIONS AND COMMENTS**

**COMMUNICATION FROM  
THE AUDIENCE**

**5. AWARDS, HONORS, AND RECOGNITION**

**BOE, SUPT., AND/OR  
DISTRICT ADMINS.**

**6. PRESENTATIONS**

- 6.1 BIG FLATS ELEMENTARY SCHOOL PTO UPDATE
- 6.2 BIG FLATS ELEMENTARY SCHOOL PRESENTATION:  
“THE MAGICAL SNOW GLOBES AT BIG FLATS  
ELEMENTARY SCHOOL”

AMY HATCH, PTO PRES.  
ELIZABETH SCAPTURA AND  
BF SITE BASED TEAM  
MEMBERS

**7. REPORT FROM SUPERINTENDENT**

**RALPH MARINO, JR.**  
INFORMATION ONLY  
INFORMATION ONLY

- 7.1 UPDATE ON DISTRICT INITIATIVES
- 7.2 UPDATE ON THE FACILITY CAPACITY/UTILIZATION AND  
GRADE CONFIGURATION TASK FORCE
- 7.3 UPDATE ON THE CONSOLIDATION FEASIBILITY STUDY  
WITH ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT
- 7.4 2015-16 BUDGET PLANNING AND DEVELOPMENT  
PROCESS
- 7.5 OVERNIGHT FIELD TRIP FOR TWO BAND STUDENTS  
(March 6-8, 2015, Liverpool, NY)

INFORMATION ONLY  
INFORMATION ONLY  
BOARD ACTION

- |                                                                                                  |                          |
|--------------------------------------------------------------------------------------------------|--------------------------|
| <b>8. REPORT FROM BOARD PRESIDENT</b>                                                            | <b>BRIAN LYNCH</b>       |
| 8.1 BOE SUMMER RETREAT DATES: JULY 16 AND<br>AUGUST 24, 2015                                     | DISCUSSION ONLY          |
| <b>9. REPORT FROM DIRECTOR OF ELEMENTARY ED.</b>                                                 | <b>KAREN BRACY</b>       |
| <b>10. REPORT FROM INTERIM DIRECTOR OF SECONDARY ED.</b>                                         | <b>LISA KELLY</b>        |
| <b>11. REPORT FROM SCHOOL BUSINESS ADMINISTRATOR</b>                                             | <b>KATY BUZZETTI</b>     |
| 11.1 DISPOSALS OF DISTRICT PROPERTY                                                              | BOARD ACTION             |
| 11.2 TREASURER'S REPORT (Revised Dec. 2014 and Jan. 2015)                                        | BOARD ACTION             |
| 11.3 CLAIMS AUDITOR REPORT (Jan. 2015)                                                           | BOARD ACTION             |
| 11.4 ATHLETICS EXTRACLASSROOM TREASURER'S<br>REPORT (Jan. 2105)                                  | BOARD ACTION             |
| 11.5 BUDGET TRANSFERS REPORT (Jan. 2015)                                                         | BOARD ACTION             |
| 11.6 REVENUE & EXPENSE REPORTS (Jan. 2015)                                                       | BOARD ACTION             |
| 11.7 BUDGET TRANSFERS OVER \$10,000                                                              | BOARD ACTION             |
| 11.8 DONATION & INCREASE IN APPROPRIATIONS (GR PTO)                                              | BOARD ACTION             |
| 11.9 DONATION & INCREASE IN APPROPRIATIONS(CS PTO)                                               | BOARD ACTION             |
| 11.10 DONATION & INCREASE IN APPROPRIATIONS (OHIOPYLE)                                           | BOARD ACTION             |
| 11.11 2014-15 TAX BILL CORRECTION                                                                | INFORMATION ONLY         |
| 11.12 SCHWEIZER AIRCRAFT CORP. TAX CERTIORARI<br>DISCONTINUANCE                                  | INFORMATION ONLY         |
| 11.13 2014-15 HEALTH & WELFARE CONTRACT WITH<br>CORNING-PAINTED POST SCHOOL DISTRICT             | BOARD ACTION             |
| 11.14 2014-15 INTERNAL AUDIT RISK ASSESSMENT UPDATE                                              | BOARD ACTION             |
| <b>12. REPORT FROM HUMAN RESOURCE DIRECTOR</b>                                                   | <b>JUDY CHRISTIANSEN</b> |
| 12.1 HR COMMITTEE RECOMMENDATIONS                                                                | BOARD ACTION             |
| <b>13. REPORT FROM DIRECTOR OF STUDENT SERVICES</b>                                              | <b>KIM WILLIAMS</b>      |
| 13.1 RESOLUTION AUTHORIZING ADDITIONAL<br>EXPENDITURE FOR COMPLETION OF A STUDENT<br>EXAMINATION | BOARD ACTION             |
| <b>14. REPORT FROM STUDENT REPRESENTATIVE TO THE<br/>BOARD</b>                                   | <b>KATE REASONS</b>      |
| <b>15. REPORT FROM THE ATHLETIC &amp; EXTRA-CURRICULAR<br/>SUB-COMMITTEE</b>                     | <b>WARREN CONKLIN</b>    |
| <b>16. REPORT FROM THE AUDIT SUB-COMMITTEE</b>                                                   | <b>PAM STROLLO</b>       |
| 16.1 MINUTES FROM FEB. 17, 2015, MEETING                                                         | INFORMATION ONLY         |
| <b>17. REPORT FROM THE CURRICULUM &amp; ASSESSMENT<br/>SUB-COMMITTEE</b>                         | <b>WARREN CONKLIN</b>    |
| 17.1 MINUTES FROM FEB. 5, 2015, MEETING                                                          | INFORMATION ONLY         |
| 17.2 MIDDLE SCHOOL CARNEGIE MATH TEXTBOOK                                                        | BOARD ACTION             |
| <b>18. REPORT FROM THE FINANCE SUB-COMMITTEE</b>                                                 | <b>JIM JACOBUS</b>       |
| 18.1 MINUTES FROM FEB. 11, 2015, MEETING                                                         | INFORMATION ONLY         |
| <b>19. REPORT FROM THE HUMAN RESOURCES SUB-<br/>COMMITTEE</b>                                    | <b>MARK BRINTHAUPT</b>   |
| 19.1 MINUTES FROM FEB. 11, 2015, MEETING                                                         | INFORMATION ONLY         |

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| <p>20. <b>REPORT FROM THE LEGISLATIVE LIAISON(S)</b><br/>20.1 LEGISLATIVE UPDATE</p>                                                                                                                                                                | <p><b>ROSE APGAR and/or WARREN CONKLIN</b><br/>INFORMATION ONLY</p>               |
| <p>21. <b>REPORT FROM THE PLANNING &amp; DEVELOPMENT SUB-COMMITTEE</b><br/>21.1 MINUTES FROM FEB. 10, 2015, MEETING</p>                                                                                                                             | <p><b>PAM STROLLO</b><br/>INFORMATION ONLY</p>                                    |
| <p>22. <b>REPORT FROM THE POLICY REFERRAL/REVIEW COMMITTEE</b><br/>22.1 MINUTES FROM FEB. 10, 2015, MEETING<br/>22.2 PROPOSED CHANGES TO POLICY 6500: BONDED EMPLOYEES AND OFFICERS<br/>22.3 PROPOSED CHANGES TO POLICY 5150: SCHOOL ADMISSIONS</p> | <p><b>DOUG JOHNSON</b><br/>INFORMATION ONLY<br/>BOARD ACTION<br/>BOARD ACTION</p> |
| <p>23. <b>REPORT FROM THE VISITATON COMMITTEE</b><br/>23.1 FEB. 13, 2015, TOUR OF BIG FLATS ELEM. SCHOOL</p>                                                                                                                                        | <p><b>ROSE APGAR</b><br/>INFORMATION ONLY</p>                                     |
| <p>24. <b>QUESTIONS/COMMENTS FROM BOARD MEMBERS</b></p>                                                                                                                                                                                             |                                                                                   |
| <p>25. <b>MOTION TO ADJOURN TO EXECUTIVE SESSION</b><br/>25.1 CSE/CPSE/504 RECOMMENDATIONS</p>                                                                                                                                                      |                                                                                   |
| <p>26. <b>RECONVENE TO PUBLIC SESSION</b></p>                                                                                                                                                                                                       |                                                                                   |
| <p>27. <b>ADJOURNMENT</b></p>                                                                                                                                                                                                                       |                                                                                   |

**UPCOMING 2014-15 BOARD MEETINGS:**

March 5, 6 p.m. Comm. Budget Mtg., BF Comm. Cntr.  
 March 26, 6 p.m., GR Cafeteria  
 April 9, 6 p.m., Comm. Budget Mtg., Broad Street School  
 April 22, 6 p.m. RR Cafeteria

**UPCOMING 2014-15 BOARD SUB- COMMITTEE MEETINGS:**

Athletic & Extra Curr., March 2, 4 p.m. Supt.'s Conf. Room  
 Audit, June 15, 4 p.m., Supt's Conf. Room  
 Curriculum & Assessment, March 5, 4 p.m., Ed. Support  
 Finance, March 16, 5 p.m., Supt.'s Conf. Room  
 Human Resources, March 11, 3:30 p.m., Supt.'s Conf. Room  
 Planning & Development, March 3, 8 a.m., Supt.'s Conf. Room  
 Policy, March 4, 4 p.m., Supt's. Conf. Room

**NOTE: These board meetings and sub-committee meetings are subject to change.**

# **Our Mission**

“Quality Education for All”

The Mission of the Horseheads Central School Community is to provide a quality education for all within a nurturing environment which promotes excellence, growth, and a sense of civic responsibility.

## **Our Vision**

We, the Horseheads School Community, want a district that:

- is nurturing and responsive;
- strives for balance in a supportive, safe, encouraging environment;
- recognizes the need for continual improvement in an ever-changing world;
- has a clearly defined focus on learning outcomes, collaboration, and support systems; and
- creates an environment within which everyone can thrive and achieve his/her highest potential.

## **Our Beliefs**

We believe:

- everyone can achieve his/her highest potential;
- trust is essential for growth;
- learning is cooperative;
- programs are inclusive;
- success will be nurtured and expected;
- learning is performance-based;
- decisions are data-based; and
- responsibility, respect and results guide our every effort

## **.Exit Outcomes**

The Horseheads Central School graduate will be...

- a life-long learner;
- a caring, productive citizen;
- an effective communicator;
- a creative problem-solver;
- a quality decision-maker;
- a healthy, well-rounded person

**HORSEHEADS CENTRAL SCHOOL DISTRICT**  
**2014-2015 BOARD/DISTRICT GOALS**

The Board of Education embraces the importance of short-term and long-term strategic planning in relation to Character Education/Wellness, Student Achievement, Community Relations/Partnerships, Buildings/Facilities, Financial Planning/Development, and Professional Development/District Culture. Our district has made a significant investment in this model of planning and development for all facets of the operation. We encourage our staff and community members to visit the district's website ([www.horseheadsdistrict.com](http://www.horseheadsdistrict.com)) for more information on the 10-Year Strategic Plan and Implementation Team. Below are the Board of Education's goals for the school district for the 2014 -2015 school year. Some of the goals may be specific to certain stakeholder groups.

**GOAL #1**

Student Achievement

- The percentage of students in our District who achieve a level 3 or 4 on all NYS assessments in grades 3-8 will be a minimum of 10% higher than the state average of students who achieve a level 3 or 4. If a building's percentage is already at 10% above the state average, the building's site-based team will determine the desired achievement level.
- The percentage of students in our District who achieve 85% (mastery) on NYS Regents exams will be a minimum of 10% higher than the state average of students who achieve 85%; we will also see the percentage of students in our District who achieve 65% (passing) will be a minimum of 10% higher than the state average of students who achieve 65%. If a building's percentage is already at 10% above the state average, the building's site-based team will determine the desired achievement level.

**GOAL #2**

District Reorganization & Sustainability

- Evaluate and select options from facility utilization and grade configuration task force work by June 30, 2015
- Conduct joint district consolidation feasibility study with Elmira Heights School District. Review draft of consolidation feasibility study by June 30, 2015.
- Identify additional shared service alternatives

**GOAL #3**

Strategic Plan

- Continued communication with the Strategic Plan Implementation Team via 2 members of the Planning and Development Committee.
  - Performance against Year Four targets by September 30, 2014
  - Establishment of Year Five Targets by September 30, 2014
  - Report to the full Board of Education by committee representatives by January 31, 2015
  - Final Report on Year Four progress to the Board of Education by June 30, 2015

**GOAL #4**

Financial Planning and Development

- Maintain the financial soundness of the school district
- Continue to update the district's five-year budget and reserve forecast by 10/31/14, 1/31/15, and 4/30/15
- Develop a voter approved 2015-2016 budget that maintains quality programming, while being fiscally responsible to the community
- Successfully negotiate 10 employee contracts that are fair and equitable to all stakeholders

**GOAL #5**

Professional Development and District Culture

Board Development Plan—

- 100% Participation in Board Annual Retreat in August 2014
- 100% Participation in BOE Annual Mini-Retreat in January 2015
- 100% New Board Member Participation in “New School Board Member Academy” and mandated “Fiscal Oversight Training”
- 33% Participation in NYSSBA Workshops and Conferences
- 100% Participation in at least one Workshop, Conference, or on-line Training Session
  - Assess progress in December 2014