

**HCSD Board Members:**

James Jacobus, President; Karen Boulas, VP; Lisa Christiansen, Warren Conklin, Kristine Dale, Doug Johnson, Brian Lynch, David Sadler, Pamela Stollo, Student Rep. Sruti Akula, and Co-Alternates Shuchi Amin & Meredith Braiman

**Central Administrative Team:**

Dr. Susan Gray, Interim Superintendent  
Judy Christiansen, Human Resources, Dir.  
Kim Williams, Student Servs. Director  
Karen Bracy, Elementary Ed. Director  
Tony Gill, Secondary Ed. Director  
Katy Buzzetti, School Business Administrator

**HORSEHEADS CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION  
SPECIAL BUSINESS MEETING  
AUGUST 10, 2015, 8 A.M.  
EDUCATIONAL SUPPORT TRAINING ROOM**

**AGENDA**

**PLEDGE OF ALLEGIANCE**

- |  |   |
|--|---|
| <b>1. CALL TO ORDER</b>  | <b>JAMES JACOBUS, BOARD<br/>PRESIDENT</b>                               |
| <b>2. AGENDA CHANGES (if any)</b>  | <b>JAMES JACOBUS</b>  |
| <b>3. BOARD PRESIDENT'S REMARKS AND<br/>AGENDA CHANGES (if any)</b>  | <b>JAMES JACOBUS</b>  |
| <b>4. QUESTIONS AND COMMENTS</b>   | <b>COMMUNICATION FROM<br/>THE AUDIENCE</b>                              |
| <b>5. REPORT FROM THE BOARD PRESIDENT</b><br>5.1 BOE COMMITTEE AND LIAISON APPOINTMENTS<br>5.2 UPDATE ON AUGUST 24 BOE RETREAT                     | <b>JAMES JACOBUS<br/>BOARD ACTION<br/>INFORMATION ONLY</b>              |
| <b>6. REPORT FROM THE HUMAN RESOURCES DIR.</b><br>6.1 HR RECOMMENDATIONS   | <b>JUDY CHRISTIANSEN<br/>BOARD ACTION</b>                               |
| <b>7. REPORT FROM THE SCHOOL BUSINESS ADMIN.</b><br>7.1 2015-16 PROPERTY TAX WARRANT<br>7.2 DEMOGRAPHICS CONTRACT<br>7.3 DAY AUTOMATION RESOLUTION | <b>KATY BUZZETTI<br/>BOARD ACTION<br/>BOARD ACTION<br/>BOARD ACTION</b> |
| <b>8. MOTION TO ADJOURN</b>  |   |
| <b>9. ADJOURNMENT</b>  |   |

Encl. 5.1  
Aug. 10, 2015

**HORSEHEADS CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION  
SUB-COMMITTEES/LIAISON  
2015-16**

**LEGISLATIVE LIAISON**

Lisa Christiansen  
Warren Conklin

**VISITATION COMMITTEE**

David Sadler - Chair  
Lisa Christiansen  
Kristine Dale  
Doug Johnson

**CURRICULUM AND ASSESSMENT  
COMMITTEE**

Warren Conklin - Chair  
Lisa Christiansen  
Jim Jacobus  
Brian Lynch

**FINANCE COMMITTEE**

Brian Lynch - Chair  
Karen Boulas  
Jim Jacobus  
David Sadler

**POLICY REFERRAL/REVIEW  
COMMITTEE**

Doug Johnson - Chair  
Karen Boulas  
Lisa Christiansen  
David Sadler

**HUMAN RESOURCES COMMITTEE**

Pam Strollo - Chair  
Warren Conklin  
Doug Johnson  
Brian Lynch

**AUDIT COMMITTEE**

Karen Boulas - Chair  
Kristine Dale  
Brian Lynch  
Pam Strollo

**ATHLETIC & EXTRA-CURRIC. COMMITTEE**

Karen Boulas - Chair  
Kristine Dale  
Doug Johnson  
Pam Strollo

**PLANNING AND DEV. COMMITTEE**

Warren Conklin - Chair  
Kristine Dale  
David Sadler  
Pam Strollo

NOTE: The Superintendent of Schools shall be an ex-officio member of these committees.

Approved:

HUMAN RESOURCES COMMITTEE RECOMMENDATIONS  
Special Meeting  
Board of Education  
Superintendent's Conference Room  
August 10, 2015

**CIVIL SERVICE NEW HIRES:**

	<u>LOCATION/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Lewis, Mary	IS/Teacher Aide (re-hire)	09/01/15	\$9.32/hr.
Micelotta, Richard	Transportation/Safety Examiner	08/11/15	\$49,000
Salisbury, Richard	Facilities/Building Maint. Mech.	08/14/15	\$26,028
Smith, Ronda	MS/Sr. Clerk Typist (Provisional)	08/24/15*	\$23,082

\*Tentative start date

**INSTRUCTIONAL PROBATIONARY APPOINTMENTS:**

	<u>TENURE AREA</u>	<u>PROBATIONARY EFFECT. DATE</u>	<u>TENURE EFFECT. DATE</u>	<u>CERTIFICATION STATUS</u>	<u>SALARY</u>
Barnstead, Brenda	Special Education/HS	09/01/2015	* 09/01/2018	Initial	\$51,720
Brenzo, Gina	Health/HS	09/01/2015	* 09/01/2019	Initial	\$42,888
Drew, Brenda	Teaching Assistant	09/01/2015	09/01/2019	Pending	\$11,733
Ford, Laura	Elementary/RR	09/01/2015	**09/01/2018	Permanent	\$47,916
Kamas, Kelly	Teaching Assistant	09/01/2015	**09/01/2018	Level III	\$11,733
Kenefick, Summer	Elementary/GR	09/01/2015	* 09/01/2019	Initial	\$45,096
Kilmer, Tacy	Elementary/BF	09/01/2015	**09/01/2018	Professional	\$55,800
Lant, Rhonda	Teaching Assistant	09/01/2015	09/01/2019	Pending	\$11,733
Marsh, Samantha	Reading/BF	09/01/2015	**09/01/2018	Professional	\$48,129
Nichols, Paula	Teaching Asst./1:2/HS	09/01/2015	09/01/2019	Pending	\$13,688
Sechrist, Sarah	Elementary/RR	09/01/2015	* 09/01/2019	Initial	\$42,537
Smith, Collin	Music/HS	09/01/2015	* 09/01/2019	Initial	\$42,941
Tremba, Melissa	Teaching Assistant	09/01/2015	09/01/2019	Level I	\$11,733
Vest, Jessica	ESL/CS	09/01/2015	**09/01/2018	Initial	\$51,715
Wales, Laura	Special Ed. 7-12/HS	09/01/2015	* 09/01/2019	Initial (Pending)	\$41,796
Wojnar, Allison	Teaching Asst./1:2/HS	09/01/2015	09/01/2019	Pending	\$13,688

\* To the extent required by the applicable provisions of Education Law §§2509, 2573, 3212 and 3014, in order to be granted tenure the classroom teacher or building principal shall have received composite or overall annual professional performance review ratings pursuant to Education Law §3012-c and/or 3012-d of either effective or highly effective in at least three (3) of the four (4) preceding years. If the classroom teacher or building principal receives an ineffective composite or overall rating in the final year of the probationary period he or she shall not be eligible for tenure at that time. For purposes of this subdivision, *classroom teacher* and *building principal* mean a classroom teacher or building principal as such terms are defined in Sections 30-2.2 and 30-3.2 of this Part.

\*\* (3 yr. prob. period – previously tenured)

**CIVIL SERVICE RESIGNATIONS:**

	<u>LOCATION/POSITION</u>	<u>EFFECTIVE</u>
Micelotta, Richard	Bus Driver	08/10/15
Nichols, Paula	School Monitor	08/31/15

**INSTRUCTIONAL RESIGNATIONS:**

	<u>LOCATION/POSITION</u>	<u>EFFECTIVE</u>
Lane, Amanda	GR/Teaching Assistant	07/29/15
Sarah, Jones	MS/Librarian	08/31/15
Yorio, M. Jean	BF/Kindergarten	07/09/15

HUMAN RESOURCES COMMITTEE RECOMMENDATIONS  
Special Meeting  
Board of Education  
Superintendent's Conference Room  
August 10, 2015

*Presenting.....*

***Gina Brenzo***  
***Health – High School***

**Effective:**

*09/01/2015*

**Salary:**

*\$42,888*

*Step 1 M+5*

**Address:**

*773 Chambers Rd.  
Horseheads, NY 14845*

**Education:**

*Bachelor of Science in Education  
Health & Physical Education  
Slippery Rock University  
2012*

*Master in Business Management  
Keuka College  
2015*

**Prior Educational**

**Experience:**

*Corning Painted Post School District  
Long-Term Substitute  
2014 - 2015*

*ARC of Chemung County  
Teacher of Daily & Social Skills  
2014 - Present*

*GST BOCES  
Summer School Teacher  
2013 & 2014*

*Odessa-Montour School District  
Substitute Teacher  
2013*

**References:**

*Mr. Joshua Hunkele  
Principal  
Trumansburg CSD*

*Ms. Tina Cavallaro  
Special Education Teacher  
Corning-Painted Post ASD*

*Miss Stacy Johnson  
Student Athlete*

HUMAN RESOURCES COMMITTEE RECOMMENDATIONS  
Special Meeting  
Board of Education  
Superintendent's Conference Room  
August 10, 2015

*Presenting.....*

*Brenda Barnstead*  
*HS – Special Education 15:1 Teacher*

**Effective:**  
*September 1, 2015*

**Salary:**  
*\$51,720*  
*Step 9 M+30*

**Prior Educational**  
**Experience:**

*Newfield Central School District*  
*Special Education Teacher*  
*2010 - 2015*

**Address:**  
*231 Lee Ave.*  
*Horseheads, NY 14845*

**References:**

*David Barr*  
*Dir. of Exceptional Education*  
*TST BOCES*

*Cheryl Jackson*  
*Principal*  
*Newfield High School*

*Megan Field*  
*Special Education*  
*Newfield High School*

**Education:**  
*Bachelors of Science*  
*Business Administration*  
*Elmira College*  
*1993*

*Master of Education*  
*Special Education*  
*Mansfield University*  
*2005*

HUMAN RESOURCES COMMITTEE RECOMMENDATIONS  
Special Meeting  
Board of Education  
Superintendent's Conference Room  
August 10, 2015

*Presenting.....*

*Laura Wales*

*Middle School – ASD / Resource Room*

**Effective:**

*September 1, 2015*

**Salary:**

*\$41,796  
Step 2 B*

**Prior Educational**

**Experience:**

*Horseheads Central School District  
Long-Term Substitute /  
Contract Substitute Teacher  
2012 - 2014*

*Chemung County ARC  
Direct Support Professional  
2007 - Present*

**Address:**

*559 County Route 64  
Elmira, NY 14903*

**References:**

*Karen Donahue  
Principal - HS  
Horseheads CSD*

*Jennifer Gilbert  
Grade 5 Teacher - IS  
Horseheads CSD*

*Christine Harkness  
ASD Consultant Teacher - MS  
Horseheads CSD*

**Education:**

*Bachelor of Science  
Elementary Education  
Mansfield University  
2008*

Encl. 7.2  
Aug. 10, 2015

## PROFESSIONAL SERVICES CONTRACT

THIS AGREEMENT is made this 10th day of August, 2015, by and between the Horseheads Central School District, NY hereinafter referred to as "HCSD" and ProximityOne, Alexandria, VA, hereinafter referred to as "ProximityOne".

It is mutually agreed between HCSD and ProximityOne as follows:

### 1. Duration

This Agreement shall commence August 10, 2015 and continue in effect through June 30, 2016.

### 2. Services Provided

ProximityOne agrees to perform services as an independent contractor. ProximityOne's duties include:

2.1. Comprehensive support for all redistricting and geographic-demographic data and analyses as described by the HCSD Board of Education. This would include balancing and drawing new boundaries under all options listed in Appendix I:

- counts and boundaries and interface them into the GIS project
- support for presentations and/or be on site for discussions
- assistance with the transportation component with regard to route options and optimization.

A progress report and preliminary results will be delivered August 31, 2015 with final report and all deliverables completed by September 30, 2015.

2.2. Development of 10-year enrollment projections by grade and building for all three options (Appendix I).

A progress report and preliminary results will be delivered August 31, 2015 with final report and all deliverables completed by September 30, 2015.

### 2.3. Optional On-site Services

Optional on-site services may be arranged by HCSD and ProximityOne whereby ProximityOne staff provide on-site consultation to HCSD.

### 3. Payment

3.1. ProximityOne agrees to provide services described in items 2.1 and 2.2 for the fixed price of \$24,000.

Payment will be made by HCSD to ProximityOne on the following schedule:

At start-up	\$ 8,000
August 31, 2015	8,000
September 30, 2015	8,000

Payments shall be made to ProximityOne and mailed on or before the above dates to:

ProximityOne  
P.O. Box 7511  
Alexandria, VA 22307-7511

### 3.2. Optional On-site Services

In the event optional on-site services are provided by ProximityOne, HCSD shall pay ProximityOne \$1,500 per day (where a day is defined as any part of one day) and reimburse ProximityOne for any travel and out-of-pocket expenses. Such fees and reimbursements shall be paid to ProximityOne by HCSD upon receipt of ProximityOne invoice.

### 4. Indemnification Clause

ProximityOne agrees to jointly and severally indemnify, defend and hold harmless the Horseheads Central School District and their employees and agents from and against all liability, loss, damage, or expense, including attorney's fees which may be incurred or sustained by reason of the failure of ProximityOne to fully perform and comply with the terms and obligations of this Agreement.

### 5. Assignment

This Agreement may not be assigned or transferred by either party without the prior written consent of the other party.

### 6. Compliance With Laws & Regulations

ProximityOne agrees as a condition of HCSD's duty to perform under terms of this Agreement, to be in compliance with all applicable laws and regulations of the State and Federal governments.

### 7. Integration

This Agreement contains the entire contract between the parties, and any representations that may have been made before the signing of this Agreement are nonbinding, void, and of no effect. Neither party has relied on such prior representations in entering into this Agreement.

This Agreement is executed by the parties as of the date stated at the beginning.

By \_\_\_\_\_  
Horseheads Central School District

\_\_\_\_\_  
ProximityOne

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



Appendix I

Encl. 8.7  
May 28, 2015

RESOLVED, that the Horseheads Central School District Board of Education reduces the formerly approved (March 27, 2014) six options (attached) to the following three options:

OPTION	Building Changes	Estimated Capital Construction Cost	Estimated District Share After State Building Aid	Estimated Net Annual Savings	Grade Configuration
Green	No Changes	\$0	\$0	\$0	No Changes
Orange	Closes RR, GR, CS, BF	\$31,951,902	\$8,860,262	\$2,444,271	PK-6@IS/MS; 7-12@HS; District Offices @ CS
Pink	Closes CS, GR	\$20,672,369	\$5,732,448	\$1,706,205	PK-4@RR, BF; 5-8 @IS/MS; 9-12@HS; District Offices stay at HS South Wing

BF—Big Flats Elementary School; CS—Center Street Elementary School; GR—Gardner Road Elementary School; RR—Ridge Road Elementary School; IS—Intermediate School; MS—Middle School; HS—High School

cms  
051215

BE IT RESOLVED, that the Horseheads Central School District Board of Education names Day Automation as their sole source vendor for service of the District wide Door Access and Video Surveillance System. Day Automation is the factory authorized representative for both Schneider Electric Andover Continuum Door Access Control system and Schneider Electric Pelco video surveillance systems. Day Automation installed the District's initial equipment and the District would like to continue to use Day Automation for continuity and maintenance of both the Door Access and Video Surveillance Systems.