

**Horseheads Central School District
Business Meeting of the Board of Education
Gardner Road Elementary School Cafeteria
December 15, 2011**

Present: Brinthead, Buck, Conklin, Holleran, Jacobus, Lively, Lynch, Miller, O'Malley, Stollo

Also Present: Bailey, Christiansen, Hillman, Holloway, Learn, Marino, Scaptura, Williams, Woodworth

Absent:

Call to Order: President Brian Lynch called the meeting to order at 6:00 PM.

Minutes

Moved by Lively, seconded by Holleran.

RESOLVED, that the Horseheads Central School District Board of Education accepts the minutes of the Business Meeting of November 17, 2011, as submitted.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
Brinthead			
Buck			
Conklin			
Holleran			
Jacobus			
Lively			
Lynch			
Miller			
Stollo			
MOTION CARRIED			

President's Remarks

Board President Brian Lynch welcomed everyone to tonight's meeting. He stated that the Board looks forward to traveling to the various schools and seeing all the positive things that are occurring. It's nice to read about it in the newspaper, but it's even better to hear and see it first-hand.

Agenda Changes

Board President Brian Lynch stated there will be an Executive Session directly after tonight's Regular Session to approve CSE/CPSE/504 recommendations, discuss the employment history of three particular individuals and to assess the Superintendent's Mid-Year Performance Review.

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:

- Senior Paarth Shah who has been selected to serve as one of two student delegates from New York at the 50th Anniversary US Senate Youth Program in Washington DC in March. He has also earned a \$5,000 scholarship. Ralph is very proud of him.
- At the end of November, ninety-seven percent of the students at the Intermediate School have signed Anti-Bullying Pledges. The fifth-grade has one-hundred percent signed. This is very impressive.
- Grade 5 Teacher Janet Nykiel was featured in the December 9th Corning Leader Teacher Profile. High School Special Education Teacher Danielle Dunn was featured in November. Ralph is very proud of them.
- Gardner Road staff donated two overflowing boxes of toys to Toys for Tots. Ralph is very appreciative of the staff for participating in this.
- Several schools(Ridge Road, Gardner Road, Center Street, Middle School Student Council and the High School Interact Club) and PTOs are ringing the Salvation Army Red Kettle Bell and wrapping gifts at Barnes and Noble this holiday season. Interact members are also wrapping gifts for the American Cancer Society, packing gifts for the Arctic League and packing food at the Food Bank. Ralph is very appreciative of their community spirit.
- Bryce Derick who is a fifth grader at the Intermediate School participated in the Junior Olympics in the Cross Country competition in South Carolina this past weekend. Ralph is very proud of him.
- The New York State School Music Association sent Dr. Marino two letters congratulating High School and Middle School music students on achieving NYSSMA's highest accomplishment by being selected for festivals. The following was mentioned in the letters, "The students selected from your school are considered the best in New York," wrote Zone 15 Representative John David Vona. Ralph stated this is very impressive.
- District Staff donated nearly \$9,400 to the United Way this year. Ralph stated this was \$400 higher than last year. He is very appreciative of all the employees who participated.
- Middle School students and staff raised \$954 for flood victims in Owego. Middle and Intermediate School students and staff raised nearly \$900 for the Heavenly Hats Foundation. Ralph is very appreciative of the students and staff.
- Eight of ten fall sports teams earned the New York State Scholar Athlete Team Award: Boys Golf, Girls Cross Country, Boys Cross Country, Girls Volleyball, Girls Soccer, Football, Girls Swimming and Diving and Girls Tennis. To qualify, a team must have a required number of student athletes maintain a 90% or higher average throughout the athletic season. Ralph is very proud of these student athletes.
- Penn State University announced Wednesday that Senior Shannon Good has signed to attend the school next fall. She will play softball for the Nittany Lions. Ralph is very proud of her.

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- Eleven students on the Horseheads Thrashers Swim Club earned the highest cumulative points and the small team first place trophy in the second annual Cranberry Classic Swim Invitational at Chenango Forks on November 26th: Connor Anderson, Jared Anderson, Zach Campbell, Hannah Chisholm, Hannah Ike, Trey Ike, Elise Keister, Nicole Walrath, Kaelan Winkky, Keagen Winkky and Kenyon Winkky. Ralph is very proud of them.
- Craig Learn, Class of 2006, has had his story published in the current edition of Chicken Soup for the Soul. It's called "Don't Treat Me Differently" and talks about living with cerebral palsy. Craig describes being bullied in school, going through occupational therapy, learning to overcome his disability, playing on the baseball team and earning degrees in communications and journalism, something doctors said he would never do. He also mentions finding a mentor in the Intermediate School Physical Education Teacher Chris Honness. "He made gym class and sports fun for me," Craig said. "He made me into a good soccer player and significantly changed my life." Craig's aunt is Assistant Superintendent Alice Learn.

Presentations

Gardner Road School Presentation: "We Succeed Because the Stars Lead"

Principal Ron Holloway welcomed the Board of Education and guests to tonight's meeting and presentations. Gardner Road students from WGRNews provided the Board with an official welcome through the use of the media. Gardner Road Elementary School staff members shared information on the school in their report, "We Succeed Because the Stars Lead." They described several programs including WGRNews, Artsonia, Banana Splits, FOSS(Full Option Science System), Junior Achievement, Corrective Reading, the Chemung River Project and various community service projects. They also shared photos from various activities including Apple Day, Reading Buddies and Recycling. Staff members also shared data on achievement and information on community relations

Social Work Assistant Mikki Norton reported on the Banana Splits Program. Mikki stated that the students meet in a Peer Support Group during their lunch hour so that it does not impact their school academics. During this time they exchange thoughts and feelings about events that are occurring in their life. The best aspect of this Program is that the kids find out that they are not alone, there are other kids who are going through similar situations. Through this Program, the kids receive a lot of support and comfort from their peers.

Second Grade Teacher Liz Bostwick reported on the FOSS(Full Option Science System) Program that is being taught in the second and third grade classrooms. Liz stated this Program is primarily a hands-on program. Hands-on-Activities consist of using all the five senses with ELA being embedded in all aspects of FOSS. Students have improved in reading, writing and have learned new math skills through this Program. FOSS gives the students the ability to take reading

and learning and put them into problem solving skills that impact their daily life. Examples of this are seen in the Apple Day Program that is done in second grade where the students create an apple from a seed(Johnny Apple Seed), graph the results of the growth of the apple and compare it to the size of other fruits.

Second Grade Teacher Michelle Tillinghast reported on the partnership Gardner Road School has with Jr. Achievement. Michelle stated that working members from the community come into the classrooms to help prepare students for the 21st Century and how to make informed decisions regarding Bullying.

Special Education Teacher Stephanie Boyle reported on the SRA and Reading Mastery Programs. Kindergarten Teacher Jill Darmstadt reported on the STAR Student of the Month and the Reading Buddies Program. The Reading Buddies Programs partners the older students with the younger students to work on improving the students' accuracy and fluency in reading.

Fourth Grade Teacher Kristy Shutter reported on the Chemung County River Project. This Program involves all subject areas, cross-curricular, and brings in members from community agencies such as Tanglewood to work with the students.

Gardner Road Elementary School also provides Community Service in many ways including collecting items for the flood victims in September, donating apples from the School's Apple Tree to the Food Bank, setting up the Gardner Road Giving Tree with Hats and Gloves in November and December and participating in the Ringing of the Salvation Army Bell. Gardner Road also has formed relationships with many community groups such as STAR Readers, RSVP, Room Moms, Jerlando's, Jr. Achievement and the Horseheads Youth Bureau.

Principal Ron Holloway stated the PTO is very, very active and brings a very positive experience to the students through the various activities they sponsor. Their support is overwhelming. Ron also commended Physical Education Teacher Steve Monks and Librarian Lynne Munson for their continual support of combining the school's academic curriculum into their teaching. The School's Site-Based Team is very involved with the Artsonia Program, supports the Green Effort through Recycling in the Cafeteria and 21st Century Learning.

Principal Ron Holloway highlighted some of the challenges the staff faces such as SINI Status, Budget Constraints, the fact that the 2005 Standards will no longer exist next year and a Shift in Resources. Ron stated the staff is working extremely hard looking at data and determining the specific student needs that need to be met in order to take the school off the list. He stated budget constraints consist of class size, combined programs, reduced resources, a shift in standards and assessments and a shift in resources("Treasures Program").

Due to the fact that the 2005 Standards will no longer exist next year, we will not know what the future tests will look like or know the expectations in advance in order to provide students with accurate preparation for these tests.

Board President Brian Lynch thanked Principal Ron Holloway and the Gardner Road staff and PTO for an excellent presentation. Brian stated the students did a great job presenting WGRNews. It was a very enjoyable newscast. Brian stated it is really neat to see the various ways the school is implementing computers into their learning and the ways FOSS is being incorporated into the curriculum. The growth in the numbers in the area of Reading Comprehension is unbelievable. Also, the community tie the school has with Jr. Achievement is an excellent way to teach the students life skills and expose them to the community. Reading Buddies is a very valuable program for both the younger students and the older ones. Brian stated he realizes that the school is facing challenges due to economic hardship, however, the way the school staff has chosen to overcome these challenges is commendable. Brian stated it is great to see the students learning and at the same time enjoying the valuable lessons they are being taught through the various events and activities that are being sponsored by the PTO and the Gardner Road staff.

Board Member Warren Conklin thanked Principal Ron Holloway and the staff for hosting them on Friday during the Board tour. It was an excellent tour and enjoyed by all who attended. Warren stated the Citizenship Program the school has is an excellent Program that demonstrates a lot of positive behavior from the students. Warren was also impressed with the vision of the Garden in the Courtyards. It is an outstanding addition to the science program. It was evident that the staff truly cares about the building and the students which reflect a high opinion in the school community.

Gardner Road Elementary School PTO Update

PTO Representative Michelle Noe presented the Board with an update from the PTO. Michelle 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, STAR Bucks and Family Fun Nights. The PTO supports the staff financially throughout the year on an as-needed basis. This past year the PTO purchased a Projector System for the school.

Board President Brian Lynch thanked the PTO for their commitment to the school staff, students and community. The number of hours the PTO puts in at the school and being able to raise \$11,000 to purchase a Projector System for the school is very, very impressive. He 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.

Superintendent's Report

Request from High School Baseball Team to Participate in a Tournament in Myrtle Beach, April 6-13, 2012

Moved by Jacobus, seconded by Brinthaup.

Cont'd

RESOLVED, that the Horseheads Central School District Board of Education approves the request from the High School Baseball Team to participate in a Tournament in Myrtle Beach from April 6-13, 2012.

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

Superintendent Dr. Ralph Marino brought a request for the High School Baseball Team to participate in a Tournament in Myrtle Beach from April 6-13, 2012 to the Board for Board action. Ralph stated this request is submitted by Jeff Limoncelli on an annual basis.

Request from High School Varsity Softball Team to participate in a Non-Conference Tournament in Myrtle Beach, April 8-12, 2012.

Moved by Jacobus, seconded by Miller.

RESOLVED, that the Horseheads Central School District Board of Education approves the Request from the High School Varsity Softball Team to participate in a Tournament in Myrtle Beach from April 8-12, 2012.

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

Superintendent Dr. Ralph Marino brought a request from the High School Varsity Softball Team to participate in a Tournament in Myrtle Beach from April 8-12, 2012 to the Board for Board action.

Change to 2010-2011 School Calendar: One-Half Superintendent's Conference Day for All Students on December 12, 2011

Moved by Miller, seconded by Jacobus.

RESOLVED, that the Horseheads Central School District Board of Education approves the following change to the current 2010-2011 calendar. The addition of a one-half Superintendent's Conference Day for all students on December 12, 2011.

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

Superintendent Dr. Ralph Marino brought a change to the 2010-2011 School Calendar: One-Half Superintendent’s Conference Day for All Students on December 12, 2011, to the Board for Board action. Ralph stated that he apologizes for the timing of this request, however; he was trying to work around the number of days until the December Board Meeting and gathering information to present. Board Vice-President Dr. Michael Buck stated he understands the time constraints concerning the approval of this item, however, he wondered what would happen if the Board voted, “No,” not to grant this request? Mike inquired if the District was exposed to any liabilities due to sending the students home early on a day that wasn’t previously approved by the Board? Also, how would the insurance be affected if something had happened to a student due to a student being bussed home at a different time? Board Vice-President Dr. Michael Buck encouraged the Board to vote “No.’ Dr. Marino stated the District has insurance around the clock(24/7) so the students would be covered at all times. Dr. Marino stated this would be the same if the students left early due to inclement weather. Board President Brian Lynch stated the parents received an auto-call and an email in advance informing them of this change in the school calendarl.

President’s Report

Donation by the Big Flats Youth Basetkball League for New Basketball Backboards at the Big Flats Elementary School

Moved by Lively, seconded by Strollo.

RESOLVED, that the Horseheads Central School District Board of Education accepts the donation of up to \$7,500 from the Big Flats Youth Basketball League for the funding of the costs associated with procuring new retractable/adjustable basketball backboard systems for the Big Flats Elementary School.

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

Board President Brian Lynch brought the donation of up to \$7,500 from the Big Flats Youth Basketball League for the funding of the costs associated with procuring new retractable/adjustable basketball backboard systems for the Big Flats Elementary School to the Board for Board action. Brain stated this is a very generous donation.

Report from Mary Anne Holleran Regarding the October NYSSBA Convention and Annual Business Meeting

Board Member Mary Anne Holleran reported on the October NYSSBA Convention and Annual Business Meeting. Mary Anne thanked the District and Board for allowing her to attend this meeting and thanked Rose Apgar for allowing her to share her hotel room which resulted in no cost to the District. Mary Anne stated that she attended many seminars including Creating Tomorrow's Leaders Today which was a wonderful seminar with speakers who were very inspirational. Mary Anne stated that the seminars she attended related to Collaborative Staff Decisions Within the District, Development of a Common Curriculum, Shared Summer School Programs, Development of Common Assessments, Using Stakeholders to Drive School Improvement, Bully's Beware(Cyberbullies) and Teacher Rounds(Collaboration to Improve Teacher Effectiveness). Mary Anne also attended the Annual Business Meeting. She stated two resolutions did not pass including Performance Pay for Teachers.

Board President Brian Lynch thanked Mary Anne for representing the Board at this convention and providing the Board with a very thorough report.

Assistant Superintendent's Report

Implementation Team Update

Assistant Superintendent Alice Learn provided the Board with an update from the Implementation Team. Alice stated that Assistant Director of Student Services Shawn McDonough presented the Board with an update of the Team's progress at the October Board Meeting. At that time the Board proposed a word change which the Team is currently working on. It will be brought back to the Outcomes and Assessment Committee. Based on concerns that were received from the community regarding the Community Survey, a Sub-Committee has been formed to look at the Survey that was done last year. I will research it and redesign it. The Implementation Team will provide the Sub-Committee with a timeline and will report back to the Board at a future date. Alice also stated the meeting agendas and minutes are available on the district web site.

Acting School Business Administrator's Report

Revised July 7, 2011, Disposal of District Property Request(MS Library Materials)

Moved by Lively, seconded by Miller.

Resolved, that the Horseheads Central School District Board of Education approves the revised July 7, 2011, Disposal of District Property Request(MS Library Materials) as submitted.

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

Acting School Business Administrator Dr. Ralph Marino brought the approval of the revised July 7, 2011, Disposal of District Property Request(MS Library Materials) as submitted to the Board for Board action. Dr. Marino stated these are materials that we were not able to donate to the flood victims so now they need to be disposed of.

Disposal of District Property(District-wide Technology Equipment; MS Library Materials; IS Library Materials; Equipment from High School Weight Room)

Moved by Brinhaupt, seconded by Lively.

Resolved, that the Horseheads Central School District Board of Education approves the Disposal of District Property(District-wide Technology Equipment,; MS Library Materials; IS Library Materials; Equipment from High School Weight Room) as submitted.

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

Acting School Business Administrator Dr. Ralph Marino brought the approval of the Disposal of District Property(District-wide Technology Equipment; MS Library Materials; IS Library Materials; Equipment from High School Weight Room) as submitted to the Board for Board action.

Agreement for 2012-2013 Initial Request for BOCES Services

Moved by Jacobus, seconded by Miller.

Resolved, that the Horseheads Central School District Board of Education approves the 2012-2013 Initial Request for BOCES Services as submitted.

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

Acting School Business Administrator Dr. Ralph Marino brought the approval of the 2012-2013 Initial Request for BOCES Services to the Board for Board action. Board Member Warren Conklin inquired as to why some of the requests say 2012-2013 and the amounts are higher than in the previous contract. Dr. Marino stated this is the first step so that BOCES can begin the process. There may be an additional rate which makes the figures higher due to the BOCES planning process. Basically, we have to go high as it is based on what we think without knowing what our State Aid will be or tax caps will be. We will refine this as we go forward. We still have until May 1st to finalize it.

Agreement for 2012-2013 BOCES Cost Allocation Methodology

Moved by Brinthaup, seconded by Holleran.

Resolved, that the Horseheads Central School District Board of Education approves the 2012-2013 BOCES Cost Allocation Methodology as submitted.

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

Acting School Business Administrator Dr. Ralph Marino brought the approval of the 2012-2013 BOCES Cost Allocation Methodology to the Board for Board action. Ralph stated this is done on a yearly basis.

Increase in Appropriations(From CS PTO)

Moved by Brinthaup, seconded by Conklin.

WHEREAS, the appropriation expenditure for fiscal year 2011-2012 was approved and set on May 17, 2011...AND....

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

Cont'd

BE IT FURTHER RESOLVED, that the 2011-2012 budget be increased by \$255.00 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	\$255.00	BOCES CoSer 401 – Arts in Education
A-980-2705	\$255.00	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 \$70,973,234.48....AND.....

BE IT FURTHER RESOLVED, that such changes in appropriation become effective December 15, 2011.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
Brinthead			
Buck			
Conklin			
Holleran			
Jacobus			
Lynch			
Miller			
Strollo			

MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino stated the District received a donation of \$255.00 from the Center Street PTO. This donation will go towards funding the “Michael DuBois” performance to be held at the Center Street Elementary School on May 11, 2012.

Increase in Appropriations(From Sprint Nextell)

Moved by Jacobus, seconded by Holleran.

WHEREAS, the appropriation expenditure for fiscal year 2011-2012 was approved and set on May 17, 2011...AND....

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

BE IT FURTHER RESOLVED, that the 2011-2012 budget be increased by \$2,054.02 and this increase be funded by the reimbursement to revenue code A980-2705.

The appropriation for the following codes should be increased:

A-1680-99-30-39-219	\$2,054.02	Computer Hardware
A-980-2770	\$2,054.02	Revenue – Prior Year

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 \$70,975,626.06....AND.....

BE IT FURTHER RESOLVED, that such changes in appropriation become effective December 15, 2011.

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

Acting School Business Administrator Dr. Ralph Marino stated the Horseheads High School received \$2,054.02 from Sprint Nextel E-Rate reimbursement on phone services from prior year. This money is to be used towards purchasing district-wide computer equipment through BOCES.

Increase in Appropriations(From E-Rate)

Moved by Brinthead, seconded by Holleran.

WHEREAS, the appropriation expenditure for fiscal year 2011-2012 was approved and set on May 17, 2011...AND....

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

BE IT FURTHER RESOLVED, that the 2011-2012 budget be increased by \$17,315.65 and this increase be funded by the reimbursement to revenue code A980-2770.

The appropriation for the following codes should be increased:

A-1680-99-30-39-219 \$17,315.65 Computer Hardware

A-980-2705 \$17,315.65 Revenue – Prior Year

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 \$70,992,604.15....AND.....

BE IT FURTHER RESOLVED, that such changes in appropriation become effective December 15, 2011.

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

Acting School Business Administrator Dr. Ralph Marino stated the District received \$17,315.65 on behalf of GST BOCES for E-Rate reimbursement for prior year services. This money is to be used towards purchasing district-wide computer equipment through BOCES.

2011-2012 External Audit Corrective Action Plan – Financial Statements

Moved by Strollo, seconded by Holleran.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the 2011-2012 External Audit Corrective Action Plan – Financial Statements as submitted.

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

Acting School Business Administrator Dr. Ralph Marino brought the approval of the 2011-2012 External Audit Corrective Action Plan – Financial Statements to the Board for Board action.

2011-2012 External Audit Corrective Action Plan – Management Letter

Moved by Strollo, seconded by Holleran.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the 2011-2012 External Audit Corrective Action Plan – Management Letter as submitted.

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

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Acting School Business Administrator Dr. Ralph Marino brought the approval of the 2011-2012 External Audit Corrective Action Plan – Management Letter to the Board for Board action.

2011-2012 External Audit Corrective Action Plan – Single Audit Report

Moved by Jacobus, seconded by Callahan.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the 2011-2012 External Audit Corrective Action Plan – Single Audit Report as submitted.

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

Acting School Business Administrator Dr. Ralph Marino brought the approval of the 2011-2012 External Audit Corrective Action Plan – Single Audit Report to the Board for Board action. Dr. Marino stated there were no audit findings.

2011-2012 External Audit Corrective Action Plan – Extra-Classroom Activity Funds

Moved by Brinthaup, seconded by Holleran.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the 2011-2012 External Audit Corrective Action Plan – Extra-Classroom Activity Funds as submitted.

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

Acting School Business Administrator Dr. Ralph Marino brought the approval of the 2011-2012 External Audit Corrective Action Plan – Extra-Classroom Activity Funds to the Board for Board action.

Budget Transfers Over \$10,000

Moved by Lively , seconded by Holleran.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves a budget transfer in the amount of \$28,319.00, 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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- Brinthaup
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- Conklin
- Holleran
- Jacobus
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MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino brought the approval of a budget transfer for \$28,319.00 which exceeds the Superintendent’s \$10,000 approval limit to the Board for Board action. Ralph stated this transfer is required to cover technology-related purchases through BOCES CoSer 605. Board Vice-President Dr. Michael Buck stated that on the second Resolution, the word “Treasurers” should be “Treasures.” He also inquired if there should be consistency in the reason for the “Rationale” for the transfers so that there would be consistency in this process. Dr. Marino stated the first request is for various technology related purchases through the BOCES CoSer605. The other two were to cover the costs of textbooks per request of the District. By approving these requests the District is able to capitalize on it through BOCES monies.

Treasurer’s Report(October 2011)

Moved by Jacobus, seconded by Holleran.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Treasurer’s Report for October 2011 as submitted.

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

Acting School Business Administrator Dr. Ralph Marino brought the approval of the Treasurer’s Report for October 2011 to the Board for Board action.

Revenue & Expense Report(November 2011)

Moved by Jacobus, seconded by Lively.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Revenue and Expense Report for November 2011 as submitted.

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

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MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino brought the approval of the Revenue and Expense Report for November 2011 to the Board for Board action.

Budget Transfer Reports(November 2011)

Moved by Jacobus, seconded by Lively.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Budget Transfer Reports for November 2011 as submitted.

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

Buck

Conklin

Holleran

Jacobus

Lively

Lynch

Miller

Stollo

MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino brought the approval of the Budget Transfer Report for November 2011 to the Board for Board action.

Middle School Extra-Classroom Activities Fund Report(October 2011)

Moved by Brinthead, seconded by Jacobus.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Middle School Extra-Classroom Activities Fund Report for October 2011 as submitted.

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

Buck

Conklin

Cont'd

Holleran
Jacobus
Lively
Lynch
Miller
Strollo

MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino brought the approval of the Middle School Extra-Classroom Activities Fund Report for October 2011 to the Board for Board action.

Cash Accounts Authorized Signatures-Ralph Marino, Jr., Linda Klievoneit, Mary Anne Bly and Martha Clark

Moved by Jacobus, seconded by Holleran.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the following Cash Accounts authorized signatures: Ralph Marino, Jr., Linda Klievoneit, Mary Anne Bly and Martha Clark.

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

MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino brought the approval of the following Cash Accounts authorized signatures: Ralph Marino, Jr., Linda Klievoneit, Mary Anne Bly and Martha Clark to the Board for Board action.

Capital Project Resolutions

Moved by Jacobus, seconded by Holleran.

RESOLVED, that the Horsheads Central School District Board of Education approve the Capital Project Resolutions as submitted.

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

MOTION CARRIED

Cont'd

Acting School Business Administrator Dr. Ralph Marino brought Capital Project Resolutions to the Board for Board action. Ralph stated that the majority of this work will be done over the summer. It was approved by the voters in May and also includes the appropriation of \$800,000. Board Member Vice-President Dr. Michael Buck inquired if there is a way to use the financial planning information so that it can be recognized years out. There is a lot of great information about our buildings and grounds that would be very beneficial when planning the District's future expenses. Director of Facilities Jay Hillman stated this is what is used when the Five-Year Plan was developed. We take out one year at a time and work off from a priority list.

Cooperative Purchasing Fuel Bid with DCMO BOCES(2011-2012)

Moved by Brinthead, seconded by Miller.

RESOLVED, that the Horseheads Central School District Board of Education approves the Cooperative Purchasing Fuel Bid with DCMO BOCES(2011-2012) as submitted.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Brinthead			
Buck			
Conklin			
Holleran			
Jacobus			
Lively			
Lynch			
Miller			
Strollo			

MOTION CARRIED

Acting School Business Administrator Dr. Ralph Marino brought the Cooperative Purchasing Fuel Bid with DCMO BOCES(2011-2012) to the Board for Board action. Ralph stated the School's Attorney is looking into the possibility of the District breaking the present contract we have for fuel as these prices are better. Ralph stated that by approving this it gives us the opportunity to explore this option.

Human Resources Director's Report

Human Resources Sub-Committee Recommendations

Moved by Lively, seconded by Miller.

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

CIVIL SERVICE CLEARANCE FOR EMPLOYMENT (FINGERPRINTED):

	<u>STATUS/POSITION</u>
Fesetch, Paul	Temp. Cleaner/BF

CIVIL SERVICE SUBSTITUTE/TEMPORARY APPOINTMENTS:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Cordier, Abigail	Student Lifeguard	11/09/11	\$7.25/hr.
Fesetch, Paul	Temporary Cleaner/GR	11/29 /11-6/30/12	\$10.92/hr.
Hackett, Thomas	Substitute Call-in Bus Driver	11/28/11	\$10.56/hr.

Cont'd

Reese, Julie	Substitute Call-in Bus Driver	11/28/11	\$10.56/hr.
Smith, Veleda	Substitute School Monitor	11/30/11	\$7.25/hr.

CIVIL SERVICE APPOINTMENTS:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Micelotta, Richard	Bus Driver 2 hr./Transportation	11/28/11	\$10.56/hr.

CIVIL SERVICE RESIGNATIONS:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>
Reese, Julie	Bus Driver – 2 hr./Transportation	11/22/11

INSTRUCTIONAL LEAVES:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Mucci, Kirsten	RR/Grade 3	12/7/11 – 1/2/12	\$52,556 (Medical – Paid)

INSTRUCTIONAL CHANGE IN POSITION:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Gaydos, David	HS/Language German from .67 to 1.0 FTE	1/31/12-6/30/12	\$58,812

INSTRUCTIONAL TRANSFERS:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>
Close, Brenda	Teaching Assistant/GR	01/03/12

INSTRUCTIONAL CONTRACT SUBSTITUTES:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Rennie, Carolyn	HS/Contract Substitute	11/21/11 – 6/30/12	\$75/day

INSTRUCTIONAL SUBSTITUTE TEACHERS:

	<u>STATUS/POSITION</u>	<u>PREFERENCE</u>
Duffy, Theresa	Degreed	Elementary/Secondary
Menard, Catherine	Degreed	Secondary
Mendez, Natalya	Certified	Center Street
Sarno, Amy	Certified	Elementary/Secondary
Tobey, Jessica	Degreed	Elementary

ADMINISTRATIVE POSITION CHANGE APPOINTMENT (Clarification):

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Brock, Bobbi	MS/Principal	12/1/11 – 6/30/12	No Change

(3 Additional Vacation days from 9-1-11 – 11-30-11 for serving as IS and MS Principal;
7 Additional Vacation days from 12-1-11 – 6-30-12 for serving as MS Principal)

COACHING APPOINTMENTS:

	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>STIPEND</u>
Lese, Shane	Varsity Wrestling Head Coach	Winter 2011/2012	\$6,185
Wilson, Eric	Jr. Varsity Wrestling Head Coach	Winter 2011/2012	\$5,161
Regan, Paul	7 th & 8 th Wrestling Head Coach	Winter 2011/2012	\$3,852
Monks, Steve	Varsity Boys Basketball Head Coach	Winter 2011/2012	\$7,796
Limoncelli, Jeff	Jr. Varsity Boys Basketball Head Coach	Winter 2011/2012	\$6,478
Spencer, Lee	7 th & 8 th Boys Basketball Head Coach	Winter 2011/2012	\$2,818
Scott, Andy	Varsity Girls Basketball Head Coach	Winter 2011/2012	\$6,991

Cont'd

Laney, Jerry	Jr. Varsity Girls Basketball Head Coach	Winter 2011/2012	\$5,819
Blauvelt, Sara	7 th & 8 th Girls Basketball Head Coach	Winter 2011/2012	\$1,977
Jansen, Tom	Indoor Track Head Coach	Winter 2011/2012	\$6,588
Gilbert, George	Indoor Track Asst. Coach	Winter 2011/2012	\$5,490
Hillman, Kevin	Indoor Track Asst. Coach	Winter 2011/2012	\$5,190
Zembek, Jared	Varsity Boys Swimming Head Coach	Winter 2011/2012	\$6,588
Quagliana, Lisa	Varsity Boys Swimming Asst. Coach	Winter 2011/2012	\$5,190
Miles, Mark	7 th & 8 th Boys Swimming Head Coach	Winter 2011/2012	\$2,050
Micknich, Jamie	Varsity Cheerleading Head Coach	Winter 2011/2012	\$6,609
Taylor, Melody	Jr. Varsity Cheerleading Head Coach	Winter 2011/2012	\$5,517
Micknich, Steve	Varsity Bowling Head Coach	Winter 2011/2012	\$6,185
Spaziani, Lindsay	Modified Girls Softball Head Coach	Spring 2011/2012	\$2,950

VOLUNTEER COACHING APPOINTMENTS:

	<u>POSITION</u>	<u>EFFECTIVE</u>
McLain, Mike	Boys Basketball	Winter 2011-2012
Scherer, Phil	Boys Basketball	Winter 2011-2012
Finnerty, Bill	Boys Basketball	Winter 2011-2012
Romanski, Mark	Girls Basketball (Modified)	Winter 2011-2012
Pickering, Steve	Wrestling	Winter 2011-2012
Stephens, Mark	Wrestling	Winter 2011-2012

COACHING RESIGNATIONS:

	<u>POSITION</u>	<u>EFFECTIVE</u>
Grottenthaler, Curtis	Varsity Boys Soccer Head Coach	11/30/11

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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- Brinthaup
- Buck
- Conklin
- Holleran
- Jacobus
- Lively
- 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 stated this report was reviewed and approved by the Human Resources Sub-Committee. Board Vice-President Michael Buck stated the Volunteer Coaches for the Athletics Positions should be commended. He is very appreciative of them providing their knowledge and skill to these positions. Director of Human Resources Judy Christiansen stated the Volunteer Coaches will be assisting the actual paid coaches. The volunteers do not work alone, they assist the coaches.

Ratification of the Tentative Agreement Between the District and the Horseheads Teachers' Association

Moved by Brinthaup, seconded by Holleran.

RESOLVED, that the Horseheads Central School District Board of Education approve the Tentative Agreement between the District and the Horseheads Teachers' Association.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Brinthaupt
 Buck
 Conklin
 Holleran
 Jacobus

Lively

Lynch
 Miller
 Strollo

MOTION CARRIED

Director of Human Resources Judy Christiansen brought the Tentative Agreement between the District and the Horseheads Teachers' Association to the Board for Board action. Judy stated this Contract is similar to the other Contracts that have been previously approved by the Board and will include the removal of the Insurance Caps. Judy stated this Contract will be retroactive back to 2010 and will carry through until 2014.

Ratification of the Tentative Agreement Between the District and the Horseheads Central School District Transportation Unit

Moved by Brinthaupt, seconded by Holleran.

RESOLVED, that the Horseheads Central School District Board of Education approve the Tentative Agreement between the District and the Horseheads Central School District Transportation Unit.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Brinthaupt
 Buck
 Conklin
 Holleran
 Jacobus
 Lively
 Lynch
 Miller
 Strollo

MOTION CARRIED

Director of Human Resources Judy Christiansen brought the Tentative Agreement between the District and the Horseheads Central School District Transportation Unit to the Board for Board action. Judy stated this Contract is similar to the other Contracts that have been previously approved by the Board and will include the removal of the Insurance Caps. However, there is a difference in this Contract as this Unit had the Medical Reimbursement Account(MRA) and the Attendance Incentive which it will no longer have. Also this Unit decided to go with a 10-Step Schedule to equalize out the schedule. Judy stated this Contract will be retroactive back to 2010 and will carry through until 2014.

Cont'd

Approval of Changes to the Current APPR

Moved by Strollo, seconded by Holleran.

RESOLVED, that the Horseheads Central School District Board of Education approve changes to the Current APPR as submitted.

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

Buck

Conklin

Holleran

Jacobus

Lively

Lynch

Miller

Strollo

MOTION CARRIED

Director of Human Resources Judy Christiansen brought changes to the current APPR to the Board for Board action.

Director of Student Services Report

Declassified Students: ELA/Math State Assessment Results

Director of Student Services Kim Williams reported on the ELA/Math State Assessments results. Kim presented the testing levels for students who have been declassified from Special Education in Grades 3-8 for the 2009-2010 and 2010-2011 school years. Board President Brian Lynch stated this is very impressive and thanked Kim and her staff for all of their hard work.

Student Representative's Report

Update on High School Activities

Student Representative Senior Kaitlyn O'Malley reported on events/activities occurring in the High School including the deadline for the Senior Trip that was this past Monday, December 12th, with it being extended to the 16th, Caps and Gowns through Josten's will be ordered on January 9th and 10th, the Choir Concert is scheduled for December 19th, Candy Grams are being sold by the Debate Team, the third report card of the semester is January 11th and Winter Recess is December 22nd through January 3rd. Board President Brian Lynch thanked Kaitlyn for providing the Board with a very thorough report.

Legislative Liaison Report

There wasn't a report.

Report from the Visitation Committee

Chair Warren Conklin reported on the December 9, 2011 visitation of Gardner Road Elementary School. Warren stated he gave a brief report earlier in the meeting regarding the visit under Gardner Road's Presentation. He stated the building is in excellent condition. The broilers will be eliminated with smaller, more efficient ones being installed. This will allow for more storage space.

Report from the Athletic and Extra-Curricular Committee

There wasn't a report.

Report from the Audit Committee

Chair Pam Strollo reported on the December 1, 2011, meeting of the Audit Committee. Pam stated that earlier tonight the Board approved four Corrective Action Plans related to the External Audit: Management Letter, Extra-Classroom Activity Funds, Financial Statements and the Single Audit Report that were discussed at the meeting.

Review of the Finance Committee

Chair Jim Jacobus reported on the December 5, 2011, meeting of the Finance Committee. He stated all of the items that were presented earlier tonight under the Acting School Business Administrator's Report were discussed. The Committee also discussed how to handle complaints regarding Tax Payments and referred it to the Policy Committee. The possibility of a Budget Forum was discussed without any action being taken. Jim stated that the Committee discussed Financial Planning and Development regarding Strategic Intents and reviewed the Key Initiatives Summary. Superintendent Dr. Ralph Marino will work on editing it in light of the Tax Cap. The Committee also looked at items that are impacting the 2012-2013 Budget. The next meeting will be held on January 17, 2012.

Report from the Outcomes and Assessment Committee

Chair Mary Anne Holleran reported on the December 6, 2011, meeting of the Outcomes and Assessment Committee. Mary Anne stated the Committee heard updates regarding the SINI, Strategic Planning Implementation, APPR, RTTT and Treasures. District Math Results were tabled until January.

Report from the Planning and Development Committee

Chair John Lively reported on the November 15, 2011, meeting of the Planning and Development Committee. The Committee heard an Update on the Strategic Plan Implementation Team Activities and discussed Ideas for the January 12th Board Mid-Year Retreat and began to work on the Committee's Goals.

Report from the Human Resources Committee

Chair Mark Brinthaupt stated the Human Resources Recommendations that were presented to the Board for approval tonight were discussed at the December 7th meeting. The Committee also discussed the Tentative Agreement between the Transportation Department and HTA. Mark stated that Director of Human Resources Judy Christiansen provided the Committee with a list of all Contracts that are still open. The Committee discussed negotiations for those Units which will open in 2012. Mrs. Christiansen updated the Committee on the APPR discussions and reviewed the changes that were presented earlier tonight for Board approval.

Report from the Policy Referral/Review Committee

Current and Proposed Replacement Policy 4741: Class Ranking

Chair Ruth Miller provided the Board with the first reading of the Current and Proposed Replacement Policy 4741: Class Ranking. Ruth stated that High School Principal Karen Donahue explained the changes to the Committee.

Board President Brian Lynch inquired if the date in the first paragraph should be Class of “2012”, not “2010”. High school Principal Karen Donahue stated this is correct as the original started in 2010. This is a re-write, the system did not change. It is still the same. This re-write is a better way of explaining Class Ranking. It is strictly for clarification purposes. Brian also inquired regarding students who move into the area, how does this affect a student’s mandatory attendance for eight semesters, four full years of High School? Karen stated the student does not have to have eight semesters of High School in the normal time frame of four years.

Board Vice-President Dr. Michael Buck inquired as to the three potential weights. Does it refer to the credit for each course and if so, how do you reach the overall grade? Principal Karen Donahue stated it is a running total. The transcripts add to the running totals which are calculated at the end of each semester.

Proposed Changes to Current Board Policy 5420: Student Health Services

Chair Ruth Miller provided the Board with the first reading of Proposed Changes to Current Board Policy 5420: Student Health Services. Ruth stated that new language under “Management of Injury” has been added to the Policy. Board Member Warren Conklin inquired as to who determines the medical clearance for the student that is referred to on Page 3 of the Policy. Director of Human Resources stated that it is typically from the doctor.

Questions and Comments from Board Members

Board President Brian Lynch reminded the Board the Board Mid-Year Retreat will be on January 12th, from 4:00 PM – 8:00 PM in the Multi-Media Center.

Adjournment to Executive Session

Moved by Brinlhaupt, seconded by Miller.

RESOLVED, that the Horseheads Central School District Board of Education Meeting adjourned from its Regular Meeting of the Board of Education at 7:45 PM.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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- Brinlhaupt
- Buck
- Conklin
- Holleran
- Jacobus
- Lively
- Lynch

Miller
Strollo
MOTION CARRIED

Moved by Miller, seconded by Jacobus.
RESOLVED, that the Horseheads Central School District Board of Education go into Executive Session at 7:50 PM to review and act upon CSE/CPSE recommendations, discuss the employment history of three particular individuals and to assess the Superintendent's Mid-Year Performance Review

Ayes _____ Noes _____ Abstained _____ Absent _____

Brinthaup
Buck
Conklin
Holleran
Jacobus
Lively
Lynch
Miller
Strollo
MOTION CARRIED

Moved by Miller, seconded by Brinthaup.
RESOLVED, that the Horseheads Central School District Board of Education approve the CPSE/CSE recommendations as presented.

Ayes _____ Noes _____ Abstained _____ Absent _____

Brinthaup
Buck
Conklin
Holleran
Jacobus
Lively
Lynch
Miller
Strollo
MOTION CARRIED

Moved by Lively, seconded by Holleran.
RESOLVED, that the Horseheads Central School District Board of Education Meeting adjourn from Executive Session at 8:33 PM and reconvene to its Regular Meeting of the Board of Education at 8:34 PM.

Ayes _____ Noes _____ Abstained _____ Absent _____

Brinthaup
Buck
Conklin
Holleran
Jacobus
Lively

Lynch

Miller

Strollo

MOTION CARRIED

Moved by Jacobus, 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 8:35 PM.

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

Buck

Conklin

Holleran

Jacobus

Lively

Lynch

Miller

Strollo

MOTION CARRIED

Respectfully Submitted By:

Candy L. Maine

Candy L. Maine, District Clerk