

**Horseheads Central School District
Business Meeting of the Board of Education
Middle School(LGI)
November 29, 2012**

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

Also Present: Abrunzo, Bailey, Bostwick, Bradley, Christiansen, Hillman, Holloway, Marino, Patterson, Scaptura, Sotero, Williams

Absent: Johnson

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

Minutes

Moved by Brinthaup, seconded by Miller.

RESOLVED, that the Horseheads Central School District Board of Education accepts the minutes of the Business Meeting of October 25, 2012, and Special Meeting of November 14, 2012, as submitted.

Ayes	Noes	Abstained	Absent
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Apgar

Brinthaup

Buck

Conklin

Jacobus

Johnson

Lynch

Miller

Strollo

MOTION CARRIED

President's Remarks

Board President Brian Lynch welcomed everyone to tonight's meeting. Brian reviewed the procedures for the Questions and Comments section and reminded those present to please state their name and address before speaking. Additionally, he reminded those present that complaints about specific personnel should be taken through the appropriate administrative channels.

Agenda Changes

Board President Brian Lynch stated there are no Agenda changes. However, there will be an Executive Session directly after tonight's Regular Session to approve CSE/CPSE/504 recommendations.

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:**

- Middle School Family and Consumer Science Teachers Sue Carney and Elisha Mashanic for their work in helping students acquire skills in interviewing, resume-writing and preparing for a job. Each eighth-grader in FACS classes prepared a resume and job application before being interviewed. District staff, parents and businesspeople conducted the interviews. Afterward, each student wrote their interviewer a thank-you note using the feedback given to them.
- Sixty-five Choral Students from the Middle School will perform at the Clemens Center Annual Holiday Concert on December 9th at 4 PM. The group was chosen to sing with the Orchestra of the Southern Finger Lakes.
- Three High School Music Students – Kate Nicole Hoffman, Patrick Leslie and Michelle Li – have earned acceptance to the prestigious National Association for Music Education(NAfME) Eastern Division Honor Ensembles. Kate Nicole, a senior, has been selected to the All—Eastern Choir. Michelle, also a senior, has been selected for the All-Eastern Concert Band, and Patrick, a junior, has been chosen for the All-Eastern Jazz Ensemble. All three students earned perfect scores on Level 6 Solos—the highest level of difficulty.
- Middle School Students Mackenzie Bailey, Adrienne Bacon, Brianna Henry, Alison Eustace and Grace Seeley coordinated the “Clothing Craze.” They gathered gently used clothes from students and staff and organized them to be swapped/recycled to parents or students. Remaining clothes were bagged up and donated. The students worked every day for weeks during their free time to make the “Clothing Craze” happen.
- Thirty High School National Honor Society Students helped out at the Silent Auction to benefit the Arnot Ogden NICU at the Wings of Eagles Discovery Center November 8th. They helped set up for the function, serve the food and clean-up afterward. Some 330 people attended.
- Seniors Melissa Dubots and Sean Bassler were accepted to the prestigious New York State Band Directors Association Senior Honor Band in Liverpool from March 1st – 3rd. Melissa plays alto saxophone and Sean plays trumpet.
- The Chemung Valley Soccer Officials Association awarded the Wilson Award to the Boys Varsity Soccer Team and Coach Mark Mucci were selected to receive the award, which is given to the boys and girls coach and team that has exhibited the highest level of sportsmanship during the season.
- Students who participated in the Area All-State Festival in October achieved Zone 15’s highest accomplishment. They are considered the best in the zone, a five county area, as reported by NYSSMA Zone 15 Representative John David Vona in a letter to Board President Brian Lynch.
- Senior Logan Carlson presented at the Career Development Council’s Annual Meeting on November 16th. He was chosen because he has participated in the CDC’s program during his high school years. Logan is in the BOCES New Visions Innovation, Leadership and Business Program.

Cont’d

- The High School collected more than 3,000 items for the Horseheads Food Pantry during their Annual Food Drive from November 8th – 14th.
- Senor Kayleigh Nuffington won the regional Daughters of the American Revolution(DAR) Essay Contest. Her essay, which was chosen from among essays from six high schools, now goes on to the state competition.
- A number of student athletes have earned recognition this season.
 - o Ninth-grader Marianne Cites – All-Conference Cross Country Girls Team.
 - o Freshman Lexi Deiseroth – All Division Cross Country Girls Team.
 - o Senior Hunter Hoffman, Senior Derek Johnson and Sophomore Micah Page – All-Division Cross Country Boys Team.
 - o Hunter also qualified for the State Cross Country Meet.
 - o Girls Volleyball, Boys Volleyball and Girls Swimming teams participated in sectional competition.
 - o Freshman Meredith Braiman and Senior Elena DeLuccia won the doubles championship at the Section IV State Tennis Qualifier, qualifying for the state meet.
- 2008 Graduate Lindsay Rodabaugh, a Sergeant in the US Army, was chosen to sing the national anthem at the November 18th Dallas Cowboys/Cleveland Browns Football Game.
- Board Member Jim Jacobus also recognized fellow Board Member Warren Conklin, retired High School Teacher and Coach, on being inducted into both the Chemung County Hall of Fame and the New York State Softball Hall of Fame.
- Board Member Warren Conklin noted that two Horseheads Graduates, Christina Kowalski and Sara Surosky Blauvelt, have been inducted into the New York State Softball Hall of Fame as players.

Presentations

Middle School Presentation: “The Day in the Life of Horseheads Middle School”

Middle School Principal Ronald Holloway welcomed the Board to the Middle School and invited PTO President Kristine Dale to give the PTO update.

Mrs. Dale highlighted the following PTO activities:

- PTO assistance in school dances
- Providing supplies for Quality Award Parties
- Organizing the 8th Grade Celebration
- Hosting a Staff Appreciation Breakfast
- Organizing Spirit Wear

Middle School Principal Ronald Holloway then introduced a video developed by Middle School students depicting a “Day in the Life of a Middle School Student”. Chuck Donoval, Advisor for HMS Live worked with the students to produce, narrate and edit the video. Highlights included:

- The Raider Way
- FOSS

Cont'd

- Various Clubs students can participate in.
- 10th Period
- Music and Art Programs
- The Middle School Connection to the greater community

Following the video, Teachers Christine Murphy and Joanne Doherty thanked the Board and welcomed any questions from the Board.

President Brian Lynch thanked the PTO for all of the hours spent and all that they do to support the Middle School. He congratulated the Middle School on the presentation and for creating such a positive environment for students. Board Vice-President Pam Strollo referenced the great staff and students at the Middle School and the strong connections they are making within the community.

Report From The Superintendent

High School Senior Trip to New York City – May 18-19, 2013

Moved by Miller, seconded by Strollo.

RESOLVED, that the Horseheads Central School District Board of Education approves the request for the High School Senior Trip to New York City from May 18-19, 2013 as submitted.

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

MOTION CARRIED

Superintendent Dr. Ralph Marino brought the request for the High School Senior Trip to New York City from May 18 – 19, 2013 to the Board for Board action.

Report from the Board of Education President

NYSSBA Convention Report

Board Members Doug Johnson, Rose Apgar and Superintendent Dr. Ralph Marino attended the recent New York State School Boards Association Convention. Board President Brian Lynch reported that Board Member Johnson attended the Law Conference and other programs, including ones on school funding equity and one on issues around student cheating on exams. Board Member Apgar attended the business meeting and heard remarks from the Commissioner. She also attended a number of other programs at the Convention. Board President Brian Lynch thanked Board Members Apgar and Johnson for their attendance at the Conference.

Report from the Director of Elementary Education

No report was given.

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Report from the Director of Secondary Education

No report was given.

Report from the School Business Executive

Disposals of District Property

Moved by Miller, seconded by Jacobus.

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

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

MOTION CARRIED

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

Five-Year Budget Projection Update

School Business Executive Jane Bradley presented the Board with updated information on the District's financial status.

Tax Cap Adjustment

Moved by Jacobus, seconded by Miller.

BE IT RESOLVED, that the Horseheads Central School District Board of Education hereby authorizes the property tax levy cap adjustment and the placement of the excess funds in reserve to offset the tax levy for the 2013-2014 fiscal year as submitted.

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

MOTION CARRIED

School Business Executive Jane Bradley brought the approval of the property tax levy cap adjustment and the placement of the excess funds in reserve to offset the tax levy for the 2013-2014 fiscal year to the Board for Board action.

Increase in Appropriations(E-Rate from Verizon - New York)

Moved by Miller, seconded by Strollo.

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

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

BE IT FURTHER RESOLVED, that the 2012-2013 budget be increased by \$11,761.10 and this increase be funded by the reimbursement to revenue code A980-2770-200.

The appropriation for the following codes should be increased:

A-1680-99-30-39-219	\$11,761.10	Computer Hardware
A-980-2770-200	\$11,761.10	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 \$69,567,710.14....AND.....

BE IT FURTHER RESOLVED, that such changes in appropriation become effective November 29, 2012.

BE IT FURTHER RESOLVED, that the Horseheads Central School District Board of Education authorizes the transfer of funds from code A1680-99-30-219 to various equipment and contractual codes such as A1680-14-490, A2110-99-490 or other codes that are eligible for E-Rate reimbursement.

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

Brinthaupt

Buck

Conklin

Jacobus

Johnson

Lynch

Miller

Strollo

MOTION CARRIED

School Business Executive Jane Bradley stated the Horseheads Central School District received \$11,761.10 from Verizon-New York, Inc. for E-Rate reimbursement for prior year services. This money is to be used towards purchasing district-wide computer equipment through BOCES.

Increase in Appropriations(E-Rate from Sprint Nextel)

Moved by Miller, seconded by Apgar.

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

Cont'd

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

BE IT FURTHER RESOLVED, that the 2012-2013 budget be increased by \$1,513.13 and this increase be funded by the reimbursement to revenue code A980-2770-200.

The appropriation for the following codes should be increased:

A-1680-99-30-39-219	\$1,513.13	Computer Hardware
A-980-2770-200	\$1,513.13	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 \$69,569,223.27....AND.....

BE IT FURTHER RESOLVED, that such changes in appropriation become effective November 29, 2012.

BE IT FURTHER RESOLVED, that the Horseheads Central School District Board of Education authorizes the transfer of funds from code A1680-99-30-219 to various equipment and contractual codes such as A1680-14-490, A2110-99-490 or other codes that are eligible for E-Rate reimbursement.

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

MOTION CARRIED

School Business Executive Jane Bradley stated the Horseheads Central School District received \$1,513.13 from Sprint Nextel for E-Rate reimbursement for prior year services. This money is to be used towards purchasing district-wide computer equipment through BOCES.

2012-2013 Tax Bill Adjustment

Moved by Jacobus, seconded by Strollo.

RESOLVED, that the Horseheads Central School District warrant and tax roll for 2012-2013 be adjusted as follows:

2012-13 ADJUSTMENTS TO TAX WARRANT						
Town	Owner	Tax Map #	Original Taxable Assessment	Revised Taxable Assessment	Difference Taxable Assessment	Difference in Tax Levy
Horseheads	Furstoss	58.04-1-2.22	\$386,500	\$286,500	-\$100,00	-\$1,826.01
TOTAL REDUCTION TO TAXABLE ASSESSMENT					-\$100,00	
TOTAL REDUCTION IN TAX LEVY						-\$1,826.01

Ayes	Noes	Abstained	Absent
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- Apgar
- Brin Haupt
- Buck
- Conklin
- Jacobus

Johnson

- Lynch
- Miller
- Strollo

MOTION CARRIED

School Business Executive Jane Bradley stated the District received notice from the Chemung County Real Property Tax Service Agency concerning approved applications for correction to the 2012-2013 tax roll for the property located in the Town of Horseheads owned by Furstoss. It was an error in the property assessment of the lot size. The District will adjust the 2012-2013 warrant and tax roll accordingly to reflect these changes.

2011-2012 External Audit Corrective Action Plan – Financial Statements

Moved by Miller, seconded by Jacobus.

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

Ayes	Noes	Abstained	Absent
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- Apgar
- Brin Haupt
- Buck
- Conklin
- Jacobus

Johnson

- Lynch
- Miller
- Strollo

MOTION CARRIED

School Business Executive Jane Bradley 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 – Extra-Class Activity Funds

Moved by Brinthaupt, seconded by Jacobus.

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

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

Brinthaupt

Buck

Conklin

Jacobus

Johnson

Lynch

Miller

Strollo

MOTION CARRIED

School Business Executive Jane Bradley brought the 2011-2012 External Audit Corrective Action Plan – Extra-Class Activity Funds to the Board for Board action.

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

Moved by Miller, seconded by Strollo.

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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Apgar

Brinthaupt

Buck

Conklin

Jacobus

Johnson

Lynch

Miller

Strollo

MOTION CARRIED

School Business Executive Jane Bradley brought the 2011-2012 External Audit Corrective Action Plan – Single Audit Report to the Board for Board action.

Resolution to Amend the 403(b) Retirement Plan

Moved by Jacobus, seconded by Apgar.

RESOLVED, that the Horseheads Central School District Board of Education approves the Resolution to amend the 403(b) Retirement Plan as submitted.

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

Brinthaupt

Cont'd

Buck
Conklin
Jacobus

Johnson

Lynch
Miller
Strollo

MOTION CARRIED

School Business Executive Jane Bradley brought the Resolution to amend the 403(b) Retirement Plan to the Board for Board action.

Memorandum of Understanding with GST BOCES for Fiber Optic Network Services

Moved by Brinthead, seconded by Apgar.

RESOLVED, that the Horseheads Central School District Board of Education approves the Memorandum of Understanding with GST BOCES for Fiber Optic Network Services as submitted.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar
Brinthead
Buck
Conklin
Jacobus

Johnson

Lynch
Miller
Strollo

MOTION CARRIED

School Business Executive Jane Bradley brought the Memorandum of Understanding with GST BOCES for Fiber Optic Network Services to the Board for Board action.

Proposal from Hunt Engineers, Architects and Land Surveyors, P.C. for the Facility Utilization/Configuration Study

Moved by Jacobus, seconded by Strollo.

RESOLVED, that the Horseheads Central School District Board of Education approves the Proposal from Hunt Engineers, Architects and Land Surveyors, P.C. for the Facility Utilization/Configuration Study as submitted.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar
Brinthead
Buck
Conklin
Jacobus

Johnson

Lynch
Miller
Strollo

MOTION CARRIED

Cont'd

School Business Executive Jane Bradley brought the Proposal from Hunt Engineers, Architects and Land Surveyors, P.C. for the Facility Utilization/Configuration Study to the Board for Board action.

Proposal from Dr. Paul Seversky from Madison-Oneida BOCES for the Facility Utilization Configuration Study

Moved by Jacobus, seconded by Strollo.

RESOLVED, that the Horseheads Central School District Board of Education approves the Proposal from Dr. Paul Seversky from Madison-Oneida BOCES for the Facility Utilization Configuration Study as submitted.

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

Brinthead

Buck

Conklin

Jacobus

Johnson

Lynch

Miller

Strollo

MOTION CARRIED

School Business Executive Jane Bradley brought the Proposal from Dr. Paul Seversky from Madison-Oneida BOCES for the Facility Utilization Configuration Study to the Board for Board action.

Proposal from Hunt Engineers, Architects, and Land Surveyors, P.C. for the Summer 2013 Capital Construction Work

Moved by Jacobus, seconded by Apgar.

RESOLVED, that the Horseheads Central School District Board of Education approves the Proposal from Hunt Engineers, Architects, and Land Surveyors, P.C. for the Summer 2013 Capital Construction Work as submitted.

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

Brinthead

Buck

Conklin

Jacobus

Johnson

Lynch

Miller

Strollo

MOTION CARRIED

School Business Executive Jane Bradley brought the Proposal from Hunt Engineers, Architects, and Land Surveyors, P.C. for the Summer 2013 Capital Construction Work to the Board for Board action.

Budget Transfer Over \$10,000

Moved by Brinthead, seconded by Apgar.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves a budget transfer requests totaling \$1,085,487.60, 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

Brinthead

Buck

Conklin

Jacobus

Johnson

Lynch

Miller

Strollo

MOTION CARRIED

School Business Executive Jane Bradley brought the approval of budget transfer requests totaling \$1,085,487.60, which exceeds the Superintendent's \$10,000 approval limit.

Treasurer's Report(September and October 2012)

Moved by Miller, seconded by Jacobus.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Treasurer's Report for September and October 2012 as submitted.

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

Brinthead

Buck

Conklin

Jacobus

Johnson

Lynch

Miller

Strollo

MOTION CARRIED

School Business Executive Jane Bradley brought the approval of the Treasurer's Report for September and October 2012 to the Board for Board action.

Claims Auditor Report(October 2012)

Moved by Brinthead, seconded by Jacobus.

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

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

Brinthead

Buck

Conklin

Cont'd

Jacobus

Johnson

Lynch
Miller
Strollo

MOTION CARRIED

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

High School Athletic Extra-Classroom Treasurer’s Report(October 2012)

Moved by Jacobus, seconded by Apgar.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the High School Athletic Extra-Classroom Treasurer’s Report for October 2012 as submitted.

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

Johnson

Lynch
Miller
Strollo

MOTION CARRIED

School Business Executive Jane Bradley brought the approval of the High School Athletic Extra-Classroom Treasurer’s Report for October 2012 to the Board for Board action.

Middle School Athletic Extra-Classroom Treasurer’s Report(October 2012)

Moved by Brinthaup, seconded by Jacobus.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Middle School Athletic Extra-Classroom Treasurer’s Report for October 2012 as submitted.

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

Johnson

Lynch
Miller
Strollo

MOTION CARRIED

School Business Executive Jane Bradley brought the approval of the Middle School Athletic Extra-Classroom Treasurer’s Report for October 2012 to the Board for Board action.

Cont'd

Athletic Extra-Classroom Treasurer’s Report(October 2012)

Moved by Jacobus, seconded by Miller.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Athletic Extra-Classroom Treasurer’s Report for October 2012 as submitted.

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

MOTION CARRIED

School Business Executive Jane Bradley brought the approval of the Athletic Extra-Classroom Treasurer’s Report for October 2012 to the Board for Board action.

Revenue and Expense Reports(October2012)

Moved by Jacobus, seconded by Miller.

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

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

MOTION CARRIED

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

Budget Transfer Report(October 2012)

Moved by Brinhaupt, seconded by Jacobus.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Budget Transfer Report for October 2012 as submitted.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
Apgar			
Brinhaupt			
Buck			Cont’d

Conklin
Jacobus

Johnson

Lynch
Miller
Strollo

MOTION CARRIED

School Business Executive Jane Bradley brought the approval of the Budget Transfer Report for October 2012 to the Board for Board action.

Human Resources Director's Report

Human Resources Sub-Committee Recommendations

Moved by Jacobus, seconded by Apgar.

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

NON-INSTRUCTIONAL SUBSTITUTE/TEMPORARY APPOINTMENTS:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>
Campbell, Josand	Non-instructional Substitute	11/06/12
Clark, Stephen	Substitute Bus Driver	11/01/12
Coy, Vanessa	Non-instructional Substitute	10/25/12
Ellison, Marvella	Substitute Registered Nurse	11/13/12
Gordon, Rochelle	Student Lifeguard	10/23/12
Keister, Susan	Non-instructional Substitute	11/06/12
Kent, Ruth	Non-instructional Substitute	10/29/12
Kearney, Caitlyn	Student Lifeguard	11/13/12
Lefever, Janice	Substitute Bus Driver	11/01/12
McNamara, Erin	Student Lifeguard	11/06/12
Mattoon, Kathy	Substitute Bus Driver	11/01/12
Steiner, Jody	Non-instructional Substitute	10/25/12
Wenck, Dianna	Non-instructional Substitute	10/23/12

CIVIL SERVICE APPOINTMENTS:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Brown, Patrick	HS/Cleaner	10/29/12	\$23,005 (pro-rated)
Holzlein, Kelly	RR/Food Service Helper-3hr.	10/19/12	\$8.71/hr.
Ruggiero, Vanessa	MS/Food Service Helper-3hr.	11/01/12	\$8.71/hr.
Schrock, Aimee	CS/Food Service Helper-3hr.	10/19/12	\$8.71/hr.
Ungvarsky, Katrina	Transportation/Bus Driver	10/22/12	\$10.96/hr.
Whitmarsh, Kathryn	GR/Food Service Helper-3.5hr.	10/19/12	\$8.71/hr.

CIVIL SERVICE TRANSFER:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>
Valentine, Candi	Facilities/Sr. Clerk Typist	02/01/13

INSTRUCTIONAL LEAVES:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Amato, Melissa (Maternity Partial Paid)	IS/Grade 6	01/07/13 – 03/05/13	\$42,358
Bower, Megan (Revised date)	RR/Grade 2	09/04/12 – *01/07/13	\$55,419

Cont'd

Saks, Damian HS/Science 09/01/12 - 01/18/13 Extended

INSTRUCTIONAL RESIGNATIONS:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>
Davenport, Bonnie	MS/Teaching Assistant 1:1	11/14/12

INSTRUCTIONAL LONG-TERM SUBSTITUTES:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
McLaughlin, Ken	HS/Science	09/01/12 – 02/01/13	No Change (extended)

INSTRUCTIONAL CONTRACT SUBSTITUTES:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Mathers, Meghan	HS/Contract Substitute	10/18/12 – 06/30/13	\$75/day

INSTRUCTIONAL CONTRACT SUBSTITUTES RESIGNATIONS:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>
Bolt, Tara	HS/Contract Substitute	November 9, 2012
Preston, Laura	RR/Contract Substitute	October 19, 2012

INSTRUCTIONAL SUBSTITUTE TEACHERS:

	<u>STATUS/POSITION</u>	<u>PREFERENCE</u>
Hotaling, Mary	Certified	Elementary
Johnson, Ada	Degreed	Elementary/Secondary

INSTRUCTIONAL TENURE RECOMMENDATIONS:

	<u>STATUS/POSITION</u>	<u>AREA</u>	<u>EFFECTIVE</u>
Miller, Audrey	HS/MS/Music (Strings)	Music	12/01/12

INSTRUCTIONAL NEW HIRE REVISION:

	<u>STATUS/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Saunders, Justine	GR/Grade 3	09/01/12	* \$42,012

* Additional college credits not accounted for at time of hire.

WINTER COACHING APPOINTMENTS:

	<u>POSTION</u>	<u>STIPEND</u>
Wrestling		
Lese, Shane	Head Coach Varsity	\$6,185
Wilson, Eric	Head Coach Jr. Varsity	\$5,161
Hart, Brian	Head Coach (Split) 7 th & 8 th	\$1,920
Cadek, Paul	Head Coach (Split) 7 th & 8 th	\$1,920
Basketball		
Monks, Steve	Head Coach Varsity Boys	\$7,393
Limoncelli, Jeff	Head Coach Jr. Varsity Boys	\$6,149
Stevens, Greg	Head Coach 7 th & 8 th Boys	\$2,525
Scott, Andy	Head Coach Varsity Girls	\$6,991
Laney, Jerry	Head Coach Jr. Varsity Girls	\$5,819
Romanski, Mark	Head Coach 7 th & 8 th Girls	\$1,938
Indoor Co-Ed Track		
Jansen, Tom	Head Coach	\$6,991

Cont'd

Gilbert, George	Asst. Coach	\$5,819
Hillman, Kevin	Asst. Coach	\$5,517
Swimming		
Zembek, Jared	Head Coach Varsity Boys	\$6,588
Quagliana, Lisa	Asst. Coach Varsity Boys	\$5,205
Miles, Mark	Head Coach 7 th & 8 th Boys	\$3,584
Cheerleading		
Micknich, Jamie	Head Coach Varsity	\$7,391
Lamont, Maryann	Head Coach Jr. Varsity	\$6,478
Co-Ed Bowling		
Micknich, Steve	Head Coach Varsity/Jr. Varsity	\$6,185

2012-2013 EXTRA-CURRICULAR STIPEND RESIGNATIONS:

	<u>POSITION</u>	<u>EFFECTIVE</u>
Stoltzfus, Jay	Jazz Band	10/25/12
Stoltzfus, Jay	Band Director	10/25/12

2012-2013 EXTRA-CURRICULAR STIPENDS :

Big Flats		POSITION	STIPEND
Williams	Amy	TV Station Coordinator (Split)	\$ 867.50
Hillson	Erin	TV Station Coordinator (Split)	\$ 867.50
Bostwick	Elisabeth	Building Instructional Facilitator	\$ 1,500.00
Close	Abigail	Mentor Teacher	\$ 1,500.00
Center Street			
Bryant	Jennifer	WCSN Faculty Advisor	\$ 1,730.00
Miller	Kristen	Building Instructional Facilitator	\$ 1,500.00
DeRiche	Cynthia	Mentor Teacher	\$ 300.00
Gardner Road			
Scanlon	Betsy	Building Instructional Facilitator	\$ 1,500.00
Griffith-Schirmer	Virginia	T V Station Coordinator	\$ 1,830.00
Springer	Maria	Mentor Teacher	\$ 1,500.00
Ridge Road			
Palmer	Mari	TV Station Coordinator (Split)	\$ 867.50
Romanski	Molly	TV Station Coordinator (Split)	\$ 867.50
Conklin	Kim	Building Instructional Facilitator	\$ 1,500.00
Intermediate			
Marcellus	Cindy	WISH TV Advisor (split)	\$ 870.00
Lewis	Stephanie	WISH TV Advisor (split)	\$ 870.00

Winderl	Jordan	6th Grade Show Choir Director	\$	346.00
O'Connell	Lisa	Building Instructional Facilitator	\$	1,500.00
Fluman	Abby	Building Instructional Facilitator	\$	1,500.00
May	Stephanie	Building Instructional Facilitator	\$	1,500.00
Hogue	Rachel	Odyssey of the Mind Coach (Split)	\$	287.18
Wales	Laura	Odyssey of the Mind Coach (Split)	\$	287.18
Schrock	Shavon	Odyssey of the Mind Coach (Split)	\$	303.78
Marcellus	Cindy	Mentor Teacher	\$	1,500.00
Rial	Amy	Mentor Teacher	\$	1,500.00

High School

Lane	Deborah	Central Treasurer	\$	3,460.00
Milliken	Joseph	AV Coordinator	\$	1,412.00
Lane	Deborah	Student Council Advisor	\$	1,830.00
Doren	Pamela	Student Council Advisor	\$	1,740.00
Gallagher	Timothy	Marching Band Dir.	\$	4,164.00
Kisloski	Deborah	Yearbook Gen. Adv.	\$	3,177.00
Kisloski	Deborah	Yearbook Literary Adv.	\$	1,059.00
Kisloski	Deborah	Yearbook Photo Adv.	\$	1,765.00
Kisloski	Deborah	Yearbook Subscription Adv.	\$	1,588.50
Brice-Hyde	Jamy	Yearbook Advertising Adv.	\$	1,041.00
Hurd	Danielle	9th Grade Advisor	\$	1,464.00
Cook	April	10th Grade Advisor	\$	1,384.00
Hugg	Justin	11th Grade Advisor	\$	1,412.00
Lenhardt	Britt	12th Grade Advisor	\$	4,176.00
Hamula	Michael	12th Grade Advisor	\$	4,236.00
McCarthy	Killeen	National Honor Society Advisor	\$	1,041.00
Doren	Pamela	Academic Challenge Advisor	\$	1,464.00
Hynes	William	Drama Advisor	\$	3,480.00
Thompson	Darby	Asst. Drama Advisor	\$	2,088.00
Hynes	William	Asst. Drama Advisor (Split)	\$	1,041.00
Thompson	Darby	Asst. Drama Advisor (Split)	\$	1,041.00
Steigerwald	Ramona	Science Club (split)	\$	366.00
Hunter	Terrie	Science Club (split)	\$	366.00
Brice-Hyde	Jamy	Mock Trial Club Advisor	\$	915.00
Hillman	Kevin	Varsity H Advisor (school year)	\$	7,686.00
Fesetch	Kelli	Varsity H Advisor (Summer Camps)	\$	4,575.00
Sisti	Kathy	Athletic Receipts Manager	\$	2,076.00
Hartman	Jason	Athletic Manager	\$	6,960.00
Skorusa	Karen	Mentor Teacher	\$	1,500.00
Thompson	Darby	Mentor Teacher	\$	1,500.00
Zembek	Jared	Aquatics Director	\$	7,320.00
Kathy	Sisti	Interact Club Advisor	\$	1,735.00

Brice-Hyde	Jamy	Debate Club Advisor	\$	1,098.00
Maloney	Debra	Mentor Teacher	\$	750.00

Middle School

Rosemarie	Rutherford	Central Treasurer	\$	1,730.00
Ross	Rebecca	SC Bookstore Manager	\$	1,740.00
Leland	Dora	Student Council Advisor (Split)	\$	1,588.50
Stratton	Julie	Student Council Advisor (Split)	\$	1,588.50
O'Brian	Kevin	Yearbook Advisor	\$	1,740.00
Palmer	Dan	HMS Live (split)	\$	1,830.00
Donovan	Charles	HMS Live (split)	\$	1,830.00
Palmer	Dan	Musical (split)	\$	1,464.00
Stratton	Julie	Musical (split)	\$	1,464.00
Steele	Brian	Technology Club Co-Advisor	\$	915.00
Watson	Rick	Technology Club Co-Advisor	\$	882.50
Ross	Rebecca	Science Olympiad (split)	\$	1,098.00
Steele	Brian	Science Olympiad (split)	\$	1,098.00
Seifert	Timothy	National Junior Honor Society	\$	882.50
Harkness	Christine	Mentor Teacher	\$	1,500.00

Director of Human Resources Judy Christiansen brought recommendations from the Human Resources Sub-Committee to the Board for Board action. Judy stated the recommendations have been reviewed and approved by the Human Resources Sub-Committee.

Clinical Affiliation Agreement Between the District and Ithaca College

Moved by Brinthead, seconded by Miller.

RESOLVED that the Horseheads Central School District Board of Education approves the "Ithaca College School of Health Sciences and Human Performance Standard Affiliation Agreement", between Ithaca College and the Horseheads Central School District.

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

Brinthead

Buck

Conklin

Jacobus

Johnson

Lynch

Miller

Strollo

MOTION CARRIED

Director of Human Resources Judy Christiansen brought the Clinical Affiliation Agreement between the District and Ithaca College to the Board for Board action.

Retirement Incentive Update

Director of Human Resources Judy Christiansen reported that the District would not be moving forward with the recent Retirement Incentive. The Board had set a savings threshold of \$250,000 and that threshold was not met.

Report from the Director of Student Services

No Report was given.

Report from the Student Representative to the Board

Student Representative Abigail Clark reported on activities occurring at the High School for December:

- December 6th and 19th – Chorus and Band Concerts
- December 7th – NHS Poinsettia Delivery
- December 19th – Report Cards are available
- December 24th – January 6th – Winter Break

Miss Clark also reported that auditions have been held for the March play, “Thoroughly Modern Millie”.

Report from the Athletic and Extra-Curricular Committee

Minutes of November 5, 2012, Meeting

Chair Warren Conklin reported on the November 5, 2012 meeting of the Athletic and Extra-Curricular Committee. Warren stated the Committee discussed the Concussion Procedures and reviewed the Athletic Code and discussed potential changes to the Code.

Report from the Audit Committee

Minutes of November 6, 2012, Meeting

Board Member Mark Brinthaup reported on the November 6, 2012 meeting of the Audit Committee. Mark stated the Committee discussed the External Audit Corrective Action Plans.

Review of the Finance Committee

Minutes of November 19, 2012, Meeting

Chair Jim Jacobus reported on the November 19, 2012 meeting of the Finance Committee. Jim stated that all of the items that were presented earlier tonight under the School Business Executive’s Report were discussed. Additionally, Mike Coughlan was present at the meeting to discuss Capital Project work. The Committee discussed the implementation of input sessions—two sessions in January—wherein the Finance Committee will meet with the public for input into the budgeting process. Finally, the Committee discussed the development of the upcoming budget.

Report from the Human Resources Committee

Minutes of November 13, 2012, Meeting

Chair Mark Brinthaup reported on the November 13, 2012 meeting of the Human Resources Committee. Mark stated that the Human Resources Recommendations that were approved earlier this evening were reviewed and approved by the Committee. Additionally, the Committee heard one tenure review.

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**Report from the Outcomes and Assessment Committee
Minutes of November 6, 2012 Meeting**

Chair Dr. Michael Buck reported on the November 6, 2012 meeting of the Outcomes and Assessment Committee. Board Member Ruth Miller remarked that the Committee heard an impressive proposal for a new course at the High School: Food Science.

Report from the Planning and Development Committee

No report was given.

Report from the Policy Referral/Review Committee

Chair Ruth Miller reviewed the minutes of the November 13, 2012 meeting and also reviewed the changes to Policies 5152.1 and 5153.

Changes to Policy 5020.2: Discrimination/Racial Harassment of Students

Moved by Jacobus, seconded by Strollo.

RESOLVED that the Horseheads Central School District Board of Education approve the changes to Policy 5020.2: Discrimination/Racial Harassment of Students as submitted.

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

Brinthead

Buck

Conklin

Jacobus

Johnson

Lynch

Miller

Strollo

MOTION CARRIED

Chair Ruth Miller brought a second reading of changes to Policy 5020.2: Discrimination/Racial Harassment of Students to the Board for Board action.

Changes to Policy 5152: Admission of Non-Resident Students

Moved by Brinthead, seconded by Apgar.

RESOLVED that the Horseheads Central School District Board of Education approve the changes to Policy 5152: Admission of Non-Resident Students as submitted.

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

Brinthead

Buck

Conklin

Jacobus

Johnson

Lynch

Miller

Strollo

MOTION CARRIED

Cont'd

Chair Ruth Miller brought a second reading of Changes to Policy 5152: Admission of Non-Resident Students to the Board for Board action.

**Report from the Visitation Sub-Committee
November 15, 2012, Visit of Middle School**

Board Member Rose Apgar reported on the November 15, 2012 visit to the Middle School. The Committee was able to observe students engaged in a reading program and saw the Clothes Exchange Program. Rose reported that the school is in great shape. No major capital improvements are expected for next year. Mr. Coghlan reported that the new generator is in place and that the handicap lift will be replaced.

Questions and Comments from Board Members

Board President Brian Lynch requested that Board members check their calendars to see if the January 10, 2013 Board Retreat could be rescheduled for January 24, 2013.

Adjournment to Executive Session

Moved by Jacobus, 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 7:12 PM.

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

MOTION CARRIED

Moved by Jacobus, seconded by Brinthaup.

RESOLVED, that the Horseheads Central School District Board of Education go into Executive Session at 7:19 PM to approve CSE/CPSE/504 recommendations.

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

MOTION CARRIED

Moved by Jacobus, seconded by Brinthaup.

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

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

Brinthaup

Buck

Conklin

Jacobus

Johnson

Lynch

Miller

Strollo

MOTION CARRIED

Moved by Miller, seconded by Jacobus.

RESOLVED, that the Horseheads Central School District Board of Education Meeting adjourn from Executive Session at 7:20 PM and reconvene to its Regular Meeting of the Board of Education at 7:21 PM.

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

Brinthaup

Buck

Conklin

Jacobus

Johnson

Lynch

Miller

Strollo

MOTION CARRIED

Moved by Brinthaup, 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 7:22 PM.

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

Brinthaup

Buck

Conklin

Jacobus

Johnson

Lynch

Miller

Strollo

MOTION CARRIED

Respectfully submitted by:

Judith E. Christiansen, Deputy District Clerk

