

**Horseheads Central School District
Business Meeting of the Board of Education
Middle School(LGI)
December 19, 2013**

Present: Apgar, Boulas Brinthaup, Conklin, Jacobus, Johnson, Lynch, Sadler, Smith, Strollo

Also Present: Abrunzo, Bailey, Bostwick, Bradley, Donahue, Holloway, Marino, Moyer, Patterson, Sechrist, Sotero, Williams

Absent:

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

Minutes

Moved by Brinthaup, seconded by Apgar.

RESOLVED, that the Horseheads Central School District Board of Education accepts the minutes of the Business Meeting of November 21, 2013, as amended.

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

President's Remarks

Board President Brian Lynch welcomed everyone to tonight's meeting. Brian stated Board Members Jim Jacobus and Karen Boulas have been delayed due to a traffic accident on Rt. 17 and will arrive as soon as they are able to. Brian also stated that the Board really enjoys visiting all the schools throughout the District and enjoy hearing the presentations as changes that occur annually are very informative and fascinating. Brian reviewed the procedures for the Questions and Comments Section which is next on the agenda and reminded the Public to limit their comments to three minutes if possible.

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 Collective Negotiations and the Mid-Year Assessment of the Superintendent of Schools.

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 Taylor Perez, who is in the Audio Media Design Program at the Bush Campus, was named the GST BOCES Career and Technical Education Program Student of the Month for December. Ralph is very proud of her.
- Senior Rebecca Briggs was part of a team of students who participated in the National FFA Forestry Career Development event at the National FFA Convention in Kentucky October 30th – November 2nd. The team earned a bronze emblem. Ralph stated this is very impressive.

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- Fifth Grader Evan Keister ran in the Northeast Regional Cross Country Championships at Slippery Rock University on November 24th. Evan placed fifth among the top fifty runners in his age group. Ralph stated this is very impressive.
- Sixth Grade Students on Mrs. Amato and Mrs. Smith's team at the Intermediate School participated in the Great Bedtime Story Pajama Drive through Scholastic, collecting 44 pairs of pajamas for needy families. Scholastic donated a book for each set of pajamas and provided a local contact for the delivery so the donations stayed in the community.
- The High School and Middle School Concert Bands collected seven boxes filled with non-perishable food items for the Horseheads Food Pantry. The High School Wind Ensemble and Middle School Select Choir donated several pounds of cookies to the area fire departments and our local and state police barracks.
- Middle School Librarian Sarah Jones received a \$7,000 grant from the Community Foundation of Elmira-Corning and the Finger Lakes for a school-wide reading program.
- All ten fall athletic teams—Boys Cross Country, Girls Cross Country, Football and Boys Golf have earned the New York State Public High School Athletic Association Scholar Athlete Team Award. This means each team's grade point average was 90% or above. Ralph stated this is very impressive.
- The Middle School raised \$2,000 through their Trick or Treat for UNICEF Program in October.
- The Middle School National Junior Honor Society raised \$1,320 for the Southside Community Center and other local charities through their October sale of "candy-grams."
- Middle School students are collecting gently used books for the Bright Red Bookshelf through the Family Reading Partnership for the community service projects.
- The High School collected nearly 6,000 food items for the Southern Tier Food Bank through their Food Drive in November.
- High School Principal on Special Assignment Mary Ann Suggs raised \$738 for the American Cancer Society through the sale of her homemade lanyards and other jewelry.
- The Intermediate School, Gardner Road and Ridge Road Schools collected items and monetary gifts for the District Family who lost their home to fire in November. They collected clothing, personal items, household items, gift cards and more totaling more than \$5,000.
- Gardner Road School raised \$550 for the Children's Miracle Network this week.

Presentations

Middle School Principal Ron Holloway welcomed everyone to tonight's meeting and stated this is quite a crowd and it is nice to see so many in attendance. Ron stated it is the people, the history, the way we do things that really makes Horseheads Middle School great which will be highlighted in tonight's presentations. Ron stated even though we are facing some challenges in our education system we as a school have met those challenges head on and will continue to provide opportunities for the kids inside and outside of the classroom. Principal Holloway along with staff and students, presented information on the school's programs, curriculum and activities done the Raider Way.

Middle School PTO Update

PTO President Kristine Dale, shared the many things the group does to support students and teachers, including supporting School Dances, Quality Parties, Spirit Wear Sale, Mock Interviews Jr. Achievement, the Art Show, School Musicals, the 8th Grade Celebration and the Teacher Appreciation Breakfast. The PTO also provides financial support throughout the year.

Middle School Presentation: "Think About The Amazing Things Happening at Horseheads Middle School"

Assistant Principal Rance Sechrist thanked the PTO for all of their support and stated that without their willingness to volunteer in the school and support our activities and programs, we would not be as successful as we are.

Rance stated that the school created a new logo, "THINK," an important word that has been incorporated in the curriculum and all activities throughout the school. It means, "True,

Helpful, Inspiring, Necessary and Kind.” It is our way of reminding students how we want them to act. We want the students to believe that before we speak, we should ask ourselves: Is it true, is it helpful, is it inspiring, is it necessary and is it kind?” We reinforce this thought the announcements on HMS Live and through the Raider Way Program.

Middle School Librarian Sarah Jones presented “One Book, One School,” an initiative where during the second semester students, staff and families will participate in an all-school reading program reading “Wonder”, a best-selling book about a student who is different. Sarah stated the Program is funded by a grant from the Community Foundation of the Finger Lakes which enabled the school to purchase enough books for every student, staff member and also Board members. She stated this book will inspire every student in the building to be a better student on a daily basis.

Middle School Math Teacher Tim Seifert stated the National Junior Honor Society has participated in several activities, including the Sale of Candy Grams(raised \$1,300), Highway Clean-Up, Adopting A Family, Hat and Mitten Tree, Coat Drive, Arctic League, Horseheads Animal Shelter, and Red Bookshelf Program. Tim stated the group works closely with the Student Council, which is the Student Government at the Middle School. Student Council Co-Advisor Julie Stratton stated the Student Council coordinates dances and other functions, organizes the Food Drive(collected 5,681 items this year), Fundraisers for Community Organizations such as the SPCA(raised \$1,200), Bell Ringing for the Salvation Army, Juvenile Diabetes Research Foundation(raised \$600) and many more. Julie stated that we represent our fellow students and our mission is to make Horseheads Middle School the best it can be.

Family and Consumer Teacher Elisha Mashanic reported on the instructional initiatives including Mock Interviews, and stated the value provided by this Program is immeasurable.” They team up with Jr. Achievement who provides a workbook for all the 8th grade students and professionals are also brought in from the community to help assist in the interviews.

Physical Education Teacher Jeff Gush reported on the importance of the Cardiovascular Fitness Program and how it was revamped this year. Jeff stated this Program is promoted in a variety of ways through workouts, and personally being a role model for the students, etc. Jeff stated that a Word Wall which consists of ten words being written for every Unit as a Student Goal was also created this year. Jeff stated that this writing piece is a very important part of the Program. This year the students also started a Whole Design Program where they create their own Cardiovascular Program with fifteen exercises circuit forward and circuit backward.

Math Teacher Nancy Simmons reported on the Math Curriculum and how the Algebra Program had to be changed to meet the Common Core Standards. Nancy stated that the students are analyzing and sorting graphs in the Math Curriculum and are required to reason quantitatively and construct and compare. Nancy stated that the teachers are doing a great job of changing their approach and methods to meet the Common Core Standards.

ELA Teacher Chuck Donovan and Social Studies Teacher Dora Leland reported on the interdisciplinary “Great Debate” and the Common Core Writing Rubric. They stated that the Middle School is a common school where we are teaching one lesson to the same group of students which allows us to align our curriculum and gives us eighty minutes of classes instead of forty minutes by combining the classes together instead of teaching individually which is wonderful for the students. It allows us to teach the children in a way that we could not do by ourselves, but by collaborating together it makes for a great lesson where we are able to teach the content more in-depth to increase our students’ performance. Students are actively engaged in all areas and aspects of the Common Core. The “Great Debate” Project was a perfect example of this. The students were taught to develop an argument based on facts, used the skills taught in ELA to create the debate, researched both sides of the issue and learned how to publicly speak while debating with

each other. Chuck stated it was pretty amazing to see fifty kids at one time researching Supreme Court cases. The students also sought out other colleagues and professionals for their input and opinions. The key point was the students had to collaborate with their team.

Chuck Donovan also reported on the Site-Based Team and the Common Core Writing Rubric. Chuck stated that the Site Based Team is looking for ways for the entire school to teach literacy. The Writing Rubric is available to all the students in every classroom. The Site Based Team is creating a handout the kids can have so that they will become more self-sufficient in their writing. The emphasis is being changed to domain specific vocabulary along with students knowing what every teacher expects from them and what good writing is. Chuck also reported on HMS Live stating that at the end of each show, we broadcast a "THINK" message.

Board President Brian Lynch thanked Principal Ron Holloway, Assistant Principal Rance Sechrist, the staff, Student Council Members and the PTO President for presenting an outstanding presentation. Brian stated the countless number of hours the PTO dedicates to help with the various activities is huge and that it is amazing what the PTO is doing in conjunction with the Student Council. Brian stated the students will remember these activities later in life. Brian stated the "THINK" logo is another good way to build Character Education throughout the school. Brian stated that he would like a copy of the book, "Wonder," and stated it is a neat idea to purchase copies of the book for the full school body and will be a very inspirational reading for all. Brian stated members of the Student Council are doing an excellent job both in the community and in the school. The students volunteering in the community creates a tone for them as they go forward in life. Brian stated the curriculum and instructional initiatives, Mock Interviews and "The Great Debate" are very important parts of the school environment which enhances the student's learning. Brian also stated it is impressive to see the maturity level of the students as they continue to grow at the Middle School. Brian stated that the Physical Education curriculum far exceeds physical education as he remembers it when he was a student. He stated it is really neat to see the way Mr. Gush has tied the Physical Education piece in with learning. The Math Teachers also need to be recognized for the way they are changing the Math Program to meet the Common Core Standards. Brian also stated it is very beneficial the way the teachers are relating real-life experiences to their teaching which will make the kids appreciate learning even more. The collaboration between the two subject areas of ELA and Social Studies is amazing. It is also great to hear that the Site Based Team is putting together a Writing Rubric for all the students which will ensure that everyone is on the same page. The advisors and students of Horseheads Middle School Live are doing a tremendous job with the show.

Board Member Mark Brinthaupt gave many thanks to Principal Ron Holloway, Assistant Principal Rance Sechrist, the staff, students and members of the PTO for all of their hard work and dedication to the Middle School. Mark stated this was a fantastic presentation.

Board Member Karen Boulas expressed her appreciation to the staff for looking at the Common Core Standards and coming up with ways to change their current curriculum and ways of teaching to meet the Standards which will result with a positive outcome.

Board Member Doug Johnson thanked all the students, staff and administration for all their hard work and dedication at the Middle School.

Board Vice-President Pam Strollo stated that she loves this school and stated she has had great experiences in this school when her children were students here. Pam thanked the administrators, staff, students and parents to their dedication to the school. Pam also stated that she has heard about the book, "Wonder," and would love to participate in this reading.

APPR Update

Director of Secondary Education Jay Hillman reported on the District's Annual Professional Performance Review (APPR) Plan. Jay emphasized that administrators and staff have worked

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together to get to this point, noting that the conversations happening throughout the buildings centered on teaching and learning have been exceptional. Jay explained the APPR Program and how it has evolved since it was first mandated by the State. Jay stated that one of the things that we should be most proud of is that between December 2012 and June 2013 close to 1,000 classroom observations were completed by administrators. Jay stated all teachers were observed at least 3 times, all teachers completed Individual Professional Development Plans, Pre-Observations and Post-Observations, all observations and individual plans were scored using a rubric and the rubric scores were then used in calculating the teachers score out of 60. Jay reviewed the Evidence Cycle, the Observation-Our APPR Platform, How Far We Have Come, Student Performance Last Year including Growth Scores and Local Student Measures(achievement), Student Performance This Year, Data Collection Moving From Compliance to Professional Growth, Multidimensional Principal Performance Rubric(MPPR) and using the Rubric. Jay thanked Heather Gillette(HTA) and Principal Anne Marie Bailey for their commitment and cooperation with this Plan. Jay stated there have been lots of good conversation, flexibility and willingness to meet the changes that we face here in Horseheads in a positive way.

Board President Brian Lynch thanked Jay Hillman for a very thorough and impressive presentation and stated it is great to see everything that was completed last year. Superintendent Dr. Ralph Marino thanked Jay Hillman and Judy Christiansen for being very instrumental in both plans last year and the renewal this year. Board Member Karen Boulas also thanked Jay Hillman for taking an embracing outlook and using it for our benefit.

Report From The Superintendent

Overnight Event for Horseheads Athletic Cheerleaders

Moved by Sadler, seconded by Strollo.

RESOLVED, that the Horseheads Central School District Board of Education approves the Overnight Event for Horseheads Athletic Cheerleaders from January 10(starting at 5:30 PM) until January 11, 2014(at 10:00 AM) as submitted.

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

MOTION CARRIED

Superintendent Dr. Ralph Marino presented a request for approval for an Overnight Event for Horseheads Athletic Cheerleaders to the Board for Board action. Ralph stated Coach MaryAnn Lamont and Coach Ruth Miller are requesting the use of the Field House from January 10(starting at 5:30 PM) until January 11, 2014,(at 10:00 AM). Vice-President Pam Strollo stated this was also done last year.

2014-2015 School Budget Planning and Development Process

Superintendent Dr. Ralph Marino reported on the 2014-2015 School Budget Planning and Development Process, noting that the process truly began in August. Ralph stated the Board Finance Committee will hold two Community Input Sessions on January 6th and 27th. Governor Cuomo will present his State Budget Proposal on January 22nd.

Report from the Board of Education President

Discussion of GST BOCES District Superintendent Vacancy

Superintendent Dr. Ralph Marino stated that this is a required process from the State Education Department that in accordance with Section 2201 of the Education Law, a survey

has to be prepared of the Supervisory District and those contiguous to determine whether any redistricting might be made that would better serve the educational needs of the region. Ralph stated that this occurred four years ago at which time there was also a vacancy and the Board chose to make no change. Board President Brian Lynch stated that he strongly recommends Option 1—No Change. Board Member Mark Brinthaup stated that we made the right choice four years ago and stated that we should choose Option 1 this time also. Mark stated that “bigger is not always better.” After a thorough discussion, the Board chose to go with Option 1—Make no change in the Sole Supervisory District of Schuyler-Steuben-Chemung-Tioga-Allegany Counties and BOCES. Ralph stated that he will send a letter to Ken Slentz and let him know of the Board's decision to go with Option 1.

Donation of Equipment to be used by Our PT and OT Professionals

Moved by Apgar, seconded by Strollo.

RESOLVED, that the Horseheads Central School District Board of Education accepts the Donation of The Toni Cross Adapted Tricycle and The Weighted Wall Pulley System for the Physical and Occupational Therapists of the Horseheads Central School District to use with the District students with disabilities.

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

MOTION CARRIED

Board President Brian Lynch brought the Donation of The Toni Cross Adapted Tricycle and The Weighted Wall Pulley System for the Physical and Occupational Therapists of the Horseheads Central School District to use with the District students with disabilities to the Board for Board action.

Facility Capacity Utilization and Grade Configuration Study Charge and Timeline

Board President Brian Lynch stated that originally the Board had discussed moving forward with this, but then decided to send it to the Board's Planning and Development Committee to look at again. Brian stated the Committee met on December 5th and 11th and decided that they need additional time to discuss the charge and the timeline, as well as the Consolidation Study with the Elmira Heights Central School District, before recommending a revised timeline and charge. The Committee will continue discussing these items at their next Committee Meeting in January.

Report from the Director of Elementary Education

There wasn't a Report from the Director of Elementary Education.

Report from the Director of Secondary Education

Summer of Innovation Participation

Director of Secondary Education Jay Hillman reported on the 2013 Summer of Innovation Program. Jay stated over the last couple of years we have had students participate in this Program and of the 821 students who participated from 21 districts, 231 of them came from Horseheads. Jay stated the Program partners include school districts, MST Connect, GST BOCES, Arnot Ogden Medical Center, the Wings of Eagles Science and Discovery Center, Tanglewood Nature Center, the National Soaring Museum and Time Warner Cable through their Connect a Million Minds Initiative. The design of the Program focused on project-based Learning through inquiry, hands-on and experiential activities, STEM principle; collaborative partnerships, links to careers; sense of community and an emphasis on

reasoning, evaluation, hypothesizing, problem-solving, designing, testing and more. The Program offered a wide range of classes for students, from woodworking to culinary arts to space exploration. Jay stated that a survey was conducted this past summer to identify a direct reflection of the Program and why the kids enjoyed it. Jay stated that planning for next year's Program is underway. They are looking at other opportunities we can have for our kids along with working with a Grant from Time Warner Cable on expansion of the partnership.

Report from the School Business Executive

Disposals of District Property

Moved by Brinthaup, seconded by Strollo.

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>
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- Apgar
- Boulas
- Brinthaup
- Conklin
- Jacobus
- Johnson
- Lynch
- Sadler
- Strollo

MOTION CARRIED

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

Increase in Appropriations(Big Flats PTO)

Moved by Strollo, seconded by Apgar.

WHEREAS, the appropriation expenditure for fiscal year 2013-2014 was approved and set on May 21, 2013...AND....

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

BE IT FURTHER RESOLVED, that the 2013-2014 budget be increased by \$3,160.00 and this increase be funded by the reimbursement to revenue code A980-2705.

The appropriation for the following codes should be increased:

A-1680-99-30-99-219	\$2,875.00	Computer Hardware
A-1680-99-30-22-450	\$185.00	Computer Supplies
A-1680-99-30-00-469	\$100.00	Computer Software
A-980-2705	\$3,160.00	Revenue – Donations

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 \$71,650,896,92....AND.....

BE IT FURTHER RESOLVED, that such changes in appropriation become effective December 19, 2013.

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

Johnson
Lynch
Sadler
Strollo

MOTION CARRIED

School Business Executive Jane Bradley stated the Horseheads Central School District received a donation of \$3,160.00 from the Big Flats Elementary School PTO. This donation will be used towards purchasing iPads and iPad cases for Big Flats Elementary School.

2011-2012 Tax Bill Correction

Moved by Brinthaup, seconded by Strollo.

RESOLVED, that the Horseheads Central School District warrant and tax roll for 2011-2012 be adjusted as follows:

2011-12 ADJUSTMENT TO TAX WARRANT						
Town	Owner	Tax Map #	Original Taxable Assessment	Revised Taxable Assessment	Difference Taxable Assessment	Difference in Tax Levy
Horseheads	Lamb	69.02-1-20	\$171,100	\$141,000	-\$30,000	-\$540.00
TOTAL REDUCTION TO TAXABLE ASSESSMENT					-\$30,000	
TOTAL REDUCTION IN TAX LEVY						- \$540.00

Ayes Noes Abstained Absent

Apgar
Bouals
Brinthaup
Conklin
Jacobus
Johnson
Lynch
Sadler
Strollo

MOTION CARRIED

School Business Executive Jane Bradley stated the District received notice from the Chemung County Real Property Tax Service Agency concerning approved application for correction to the 2011-2012 tax roll for the property located in the Town of Horseheads owned by Lamb. Jane stated corrected tax bills and/or refunds were issued to the effected parties and necessary reports have been filed with New York State to recover additional aid.

2012-2013 Tax Bill Correction

Moved by Apgar, seconded by Strollo.

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

2011-12 ADJUSTMENT TO TAX WARRANT						
Town	Owner	Tax Map #	Original Taxable Assessment	Revised Taxable Assessment	Difference Taxable Assessment	Difference in Tax Levy
Horseheads	Lamb	69.02-1-20	\$171,100	\$141,000	-\$30,000	-\$547.80
TOTAL REDUCTION TO TAXABLE ASSESSMENT					-\$30,000	
TOTAL REDUCTION IN TAX LEVY						- \$547.80

Ayes Noes Abstained Absent

Apgar
Bouals
Brinthaup
Conklin
Jacobus
Johnson
Lynch
Sadler

Strollo
 MOTION CARRIED

School Business Executive Jane Bradley stated the District received notice from the Chemung County Real Property Tax Service Agency concerning approved application for correction to the 2012-2013 tax roll for the property located in the Town of Horseheads owned by Lamb. Jane stated corrected tax bills and/or refunds were issued to the effected parties and necessary reports have been filed with New York State to recover additional aid.

2013-2014 Tax Bill Corrections

Moved by Brinthaup, seconded by Strollo.

RESOLVED, that the Horseheads Central School District warrant and tax roll for 2013-2014 be adjusted as follows:

2013-14 ADJUSTMENTS TO TAX WARRANT						
Town	Owner	Tax Map #	Original Taxable Assessment	Revised Taxable Assessment	Difference Taxable Assessment	Difference in Tax Levy
Horseheads	Lamb	69.02-1-20	\$90,200	\$60,200	-\$30,000	-\$559.00
Horseheads	Gleason	50.00-2-75	\$171,000	\$141,000	-\$30,000	-\$559.00
TOTAL REDUCTION TO TAXABLE ASSESSMENT					-\$60,000	
					TOTAL REDUCTION IN TAX LEVY	- \$1,118.00

2013-14 ADJUSTMENTS TO TAX ROLL						
Town	Owner	Tax Map #	Original Taxable Assessment	Revised Taxable Assessment	Difference Taxable Assessment	Difference in Tax Levy
Veteran	Jones	39.00-1-1.2	\$55,600	\$85,000	\$29,400	\$562.00*
Veteran	Wrenn	9-16-1-6	\$18,600	\$48,000	\$29,400	\$562.00*
TOTAL REDUCTION TO TAXABLE ASSESSMENT					-\$58,800	
					TOTAL REDUCTION IN TAX LEVY	\$1,124.00

Ayes Noes Abstained Absent

- Apgar
- Bouals
- Brinthaup
- Conklin
- Jacobus
- Johnson
- Lynch
- Sadler
- 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 2013-2014 tax roll for the property located in the Town of Horseheads owned by Lamb, Gleason, Jones and Wrenn. Jane stated corrected tax bills and/or refunds were issued to the effected parties and necessary reports have been filed with New York State to recover additional aid.

Revision to the 2013-2014 Tax Collector’s Final Report

Moved by Jacobus, seconded by Apgar.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the 2013-2014 Tax Collector’s Final Report as submitted.

Ayes Noes Abstained Absent

- Apgar
- Boulas
- Brinthaup
- Conklin

Jacobus
Johnson
Lynch
Sadler
Strollo

MOTION CARRIED

School Business Executive Jane Bradley brought the 2013-2014 Tax Collector's Final Report to the Board for Board action.

GST BOCES Initial Service Request for 2014-2015

Moved by Brinthaup, seconded by Apgar.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the GST BOCES Initial Service Request for 2014-2015 as submitted.

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

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Sadler
Strollo

MOTION CARRIED

School Business Executive Jane Bradley brought the GST BOCES Initial Service Request for 2014-2015 to the Board for Board action.

2014-2015 GST BOCES Cost Allocation Methodology

Moved by Apgar, seconded by Jacobus.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the 2014-2015 GST BOCES Cost Allocation Methodology as submitted.

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

MOTION CARRIED

School Business Executive Jane Bradley brought the 2014-2015 GST BOCES Cost Allocation Methodology to the Board for Board action. Jane stated that the second page of the report lists all the adjustments and changes.

SRO Agreement with Chemung County Sheriff's Office

Moved by Brinthaup, seconded by Apgar.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the SRO Agreement with the Chemung County Sheriff's Office as submitted.

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

Lynch
Sadler
Strollo

MOTION CARRIED

School Business Executive Jane Bradley brought the SRO Agreement with the Chemung County Sheriff's Office to the Board for Board action. Jane stated the term of this Agreement is from December 20, 2013 through June 30, 2014.

Budget Transfers Over \$10,000

Moved by Jacobus, seconded by Sadler.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves Budget Transfers totaling \$35,154.00 which exceed the Superintendent's \$10,000 approval limit.

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

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Lynch
Sadler
Strollo

MOTION CARRIED

School Business Executive Jane Bradley brought Budget Transfers totaling \$35,154.00 which exceeds the Superintendent's \$10,000 approval limit to the Board for Board action. Board Member David Sadler inquired as to how many laptops are involved. Superintendent Dr. Ralph Marino stated that there are two carts with a total of 50 laptops.

Treasurer's Report(October 2013)

Moved by Jacobus, seconded by Strollo.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Treasurer's Report for October 2013 as submitted.

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

MOTION CARRIED

School Business Executive Jane Bradley brought the approval of the Treasurer's Report for October 2013 to the Board for Board action.

Claims Auditor Report(November 2013)

Moved by Jacobus, seconded by Brinthaup.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Claims Auditor Report for November 2013 as submitted.

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

Johnson
 Lynch
 Sadler
 Strollo

MOTION CARRIED

School Business Executive Jane Bradley brought the approval of the Claims Auditor Report for November 2013 to the Board for Board action.

High School Extra-Classroom Treasurer’s Report(November 2013)

Moved by Brinthaup, seconded by Jacobus.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the High School Extra-Classroom Treasurer’s Report for November 2013 as submitted.

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

MOTION CARRIED

School Business Executive Jane Bradley brought the approval of the High School Extra-Classroom Treasurer’s Report for November 2013 to the Board for Board action.

Athletics Extra-Classroom Treasurer’s Report(November 2013)

Moved by Jacobus, seconded by Brinthaup.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Athletics Extra-Classroom Treasurer’s Report for November 2013 as submitted.

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

MOTION CARRIED

School Business Executive Jane Bradley brought the approval of the Athletics Extra-Classroom Treasurer’s Report for November 2013 to the Board for Board action.

Budget Transfers Report(November 2013)

Moved by Jacobus, seconded by Strollo.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Budget Transfers Report for November 2013 as submitted.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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 Conklin
 Jacobus

Johnson

Lynch
 Sadler

Strollo

MOTION CARRIED

School Business Executive Jane Bradley brought the approval of the Treasurer's Report for November 2013 to the Board for Board action.

Revenue and Expense Report(November 2013)

Moved by Jacobus, seconded by Strollo.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Revenue and Expense Reports for November 2013 as submitted.

Ayes	Noes	Abstained	Absent
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Conklin

Jacobus

Johnson

Lynch

Sadler

Strollo

MOTION CARRIED

School Business Executive Jane Bradley brought the approval of the Revenue and Expense Report for November 2013 to the Board for Board action.

Early Retirement Incentive Resolution

Moved by Strollo, seconded by Brinthaup.

RESOLVED, that the Horseheads Central School District Board of Education approves the acceptance of a district-wide Early Retirement Incentive with any interested association/unit in the District. The parameters of such an incentive are as follows:

- Annual aggregate salary savings of \$250,000 beginning with the 2014-2015 school year and beyond; and
- The deadline for participation was November 15, 2013.

Ayes	Noes	Abstained	Absent
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Apgar

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Brinthaup

Conklin

Jacobus

Johnson

Lynch

Sadler

Strollo

MOTION CARRIED

School Business Executive Jane Bradley brought the Early Retirement Incentive Resolution to the Board for Board action.

Resolution For Election Management Services

Moved by Apgar, seconded by Jacobus.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves hiring NTS Data Services, LLC through a BOCES cross-contract. NTS will provide election management software and services to the District for the 2013-2014 school year. The initial year of services would cost \$15,675.00 prior to BOCES aid.

Ayes	Noes	Abstained	Absent
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Apgar

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Brinthaup

Conklin

Jacobus

Johnson
 Lynch
 Sadler
 Strollo

MOTION CARRIED

School Business Executive Jane Bradley brought the approval of the Resolution For Election Management Services to the Board for Board action.

Board Member Warren Conklin inquired as to the purpose of this and how does it affect what we are currently doing. Jane stated that with our current process there is a lot of manual work involved and if we convert to doing everything electronically, it will run smoother. There will be automatic tracking of absentee ballots; there will be a collection and database storage of voter history for District analysis, Post-election reports, statistical and demographic breakdowns of our voting populations, polling place consolidation features, automated redistricting capabilities and export files for F.O.I.L. requests. Jane also stated that the Board of Elections is not obligated to provide these services. Board Member Mark Brinthead stated that this is good because it would be very specific and it would alleviate future problems. Mark stated we don't want to experience problems that we had last year at future elections. Mark stated he is in favor of this as it would be very beneficial to the District. Board President Brian Lynch stated that we would receive 75% of the costs back as it is BOCES aidable.

Human Resources Director's Report

Human Resources Sub-Committee Recommendations

Moved by Brinthead, seconded by Strollo.

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

CIVIL SERVICE SUBSTITUTE SUBSTITUTE/TEMPORARY APPOINTMENTS:

	<u>POSITION</u>	<u>EFFECTIVE</u>
Breitung, Kaitlynn	Student Lifeguard	12/05/13
Campbell, Heather	Substitute Teaching Assistant	11/26/13
Eustace, Alison	Student Lifeguard	11/26/13
Johnston, Mary Louise	Substitute (various)	12/03/13
Phillips, Bonnie	Substitute (various)	11/13/13
Salace, Angelo	Substitute (various)	11/22/13

CIVIL SERVICE SUBSTITUTE HOURLY RATE CHANGE:

<u>POSITION</u>	<u>HOURLY RATE*</u>
Clerk Typist	\$8.75/hr.
Food Service Helper	\$8.00/hr.
Lifeguards(student)	\$8.00/hr.
Laborers(seasonal)	\$8.00/hr.
School Monitor	\$8.00/hr.
Teacher Aide	\$8.00/hr.
Teaching Assistant	\$8.75/hr.

*NYS Minimum Wage Increase effective 12/31/13

INSTRUCTIONAL SUBSTITUTE TEACHERS:

	<u>STATUS/POSITION</u>	<u>PREFERENCE</u>
Bush, Christian	Non-Degreed	Secondary
Levey, Hannah	Non-Degreed	Elementary

INSTRUCTIONAL NEW HIRES / PROBATIONARY APPOINTMENTS:

	<u>LOC. / TENURE AREA</u>	<u>PROB. BEGINS / END DATE</u>	<u>CERT.</u>	<u>SALARY</u>
Kline, Sarah	MS/Teaching Assistant	11/25/13 - 11/25/14(re-hire)	Level III	\$12,710(pro-rated)

INSTRUCTIONAL TEMPORARY ASSIGNMENTS:

	<u>LOCATION/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Drew, Brenda	RR/Temp. Teaching Assistant*	11/25/13	\$10.57/hr.
Mattison, Donna Jo	RR/Temp. Teaching Assistant*	11/25/13	\$10.57/hr.

*class-size

ADDITIONAL STIPENDS FOR FALL COACHES QUALIFYING FOR INTERSECTIONAL PLAY:

	<u>LOCATION/POSITION</u>	<u>ADD STIPEND</u>
Perone, Patti	V Girls Volleyball Head Coach	\$366
Crout, Tim	JV Girls Volleyball Head Coach	\$346
Jansen, Tom	V Cross Country Head Coach	\$366
Palmer, Dan	V Girls Tennis Head Coach	\$549
Miles, Mark	V Grils Swimming Head Coach	\$353
Russo, Crissie	V Boys Volleyball Head Coach	\$366

ADDITIONAL STIPEND FOR FALL COACH WHO ASSISTS WITH JUNIOR VARSITY TEAM:

	<u>LOCATION/POSITION</u>	<u>ADD STIPEND</u>
Jansen, Tom	V Cross Country Head Coach	\$2,251

(Additional stipend for fall coach who qualifies as a Varsity Coach who works with a Jr. Varsity team due to the lack of another coach.

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

MOTION CARRIED

Director of Human Resources Judy Christiansen brought recommendations from the Human Resources Sub-Committee to the Board for Board action. Judy noted that there were new changes in minimum wage which will affect the substitute rates as of January 1, 2014. Also, at the January Board meeting, the Board will receive a list of those who applied for the Early Retirement Incentive.

Report from the Director of Student Services

No report was given.

Report from the Student Representative to the Board

Student Representative Austin Smith reported on High School activities including report cards going out on January 8th, the Variety Show will be held on January 11th, Grade 8 Orientation for parents is on January 14th, the String Showcase will be held on January 15th, the end of the Marking Period is on January 24th and Regents Examinations will be held January 27th – 30th. Board President Brian Lynch thanked Austin for a thorough report.

Report from the Athletic and Extra-Curricular Sub-Committee

Minutes from the December 9, 2013, Meeting

Chair Warren Conklin reported on the December 9, 2013, Meeting of the Athletic and Extra-Curricular Sub-Committee. Warren stated that Athletics Director Tom Morrell shared information on the School District's Advertising and Sponsorships and that the guidance given will be further explored as it relates to individual team's parents fundraising. Warren stated that the Committee needs to work on some language on Cyber Images and e-cigarettes in the Athletic Code of Conduct.

Report from the Audit Sub-Committee

No report was given

Report from the Finance Sub-Committee

Minutes of December 9, 2013, Meeting

Board President Brian Lynch reported on the December 9, 2013, meeting of the Finance Committee. Brian stated that all of the items that were presented earlier tonight under the School Business Executive's Report were discussed. Brian also stated that the Committee seen a presentation by Mark Rossman from NTS Data Services, LLC. and Jane Bradley presented highlights of how Corning uses the system.

Report from the Human Resources Sub-Committee**Minutes of December 11, 2013, Meeting**

Chair Mark Brinthaupt reported on the December 11, 2013, meeting of the Human Resources Sub-Committee. Mark stated the Committee, discussed the Human Resources Recommendations that were presented to the Board earlier this evening, Mark also stated that Judy Christiansen reviewed the Retirement Incentive information which was approved earlier this evening and stated the retirements will go to the Board in January for approval. Judy also presented the Board with an update on the Health Insurance claims and noted that there have been several high claims that have increased costs. Judy also presented information on the New York State Deferred Compensation Plan, a Plan similar to our current 403(b) Plan with approval of the Plan to go to the full Board in January.

Report from the Curriculum and Assessment Sub-Committee

No report was given

Report from the Planning and Development Sub-Committee**Minutes of December 5 and 11, 2013, Meetings**

Chair Pam Strollo reported on the December 5 and 11, 2013, meetings of the Planning and Development Sub-Committee. Pam stated the Committee discussed the Facility Utilization and Grade Configuration Study at both meetings. Pam stated the Committee needs additional time to discuss the charge and timeline, as well as the Consolidation Study with the Elmira Heights Central School District before recommending a revised timeline and charge. The Committee will continue discussing these items at the January 8, 2014 meeting.

Report from the Policy Referral/Review Sub-Committee**Minutes of December 4, 2013, Meeting**

Chair Doug Johnson reported on the December 4, 2013, meeting of the Policy Referral/Review Sub-Committee.

Newly Proposed Board of Education Policy 2120.1.1 – Ex Officio Student Member of Board of Education

Chair Doug Johnson presented the Board with a first reading of a Newly Proposed Board of Education Policy 2120.1.1 – Ex Officio Student Member of Board of Education. Doug stated that this has been occurring in the past and now we want to make it official. It will be brought the Board at its January meeting for a second reading and Board action.

Proposed Replacement Board Policy 1240: Visitors to Schools

Chair Doug Johnson presented the Board with a first reading of a Proposed Replacement Board Policy 1240: Visitors to Schools. Doug stated that the proposed replacement policy is a lot more detailed, is recommended by NYSSBA and will help us to better manage security in the schools to ensure our kids are safe. Doug stated this will be brought to the Board at its January meeting for a second reading and Board action.

Proposed Changes to Board Policy 9645: Disclosure of Wrongful Conduct

Chair Doug Johnson presented the Board with a first reading of Proposed Changes to Board Policy 9645: Disclosure of Wrongful Conduct. Doug stated these changes are to strengthen some of the current language that is in the Policy. Board Member Warren Conklin inquired regarding the following paragraph, "Staff members who suspect that a violation of state testing procedures has occurred, shall report their concerns to the Building Principal, the Superintendent, or the State Education Department. Any Building Principal receiving such a report shall relay this information to the Superintendent." and wanted to know if a staff member could contact the State Education Department directly without notifying the administrator first. Doug stated that it is new language and there isn't anything prohibiting them from reporting it to the State Education Department. The intent is to put it as a formal obligation for it to be reported internally before the State becomes involved. Doug stated these proposed changes will be brought the Board at its January meeting for a second reading and Board action.

Proposed Changes to Board Policy 2310: Regular Meetings

Chair Doug Johnson presented the Board with a first reading of Proposed Changes to Board Policy 2310: Regular Meetings. Doug stated this is to update our practice with regards to regular meetings when they can be changed, who needs to approve the change and the process. It takes what we are doing now and making it more specific. Board Vice-President Pam Strollo inquired if all locations have the capability to videoconferencing meetings as accordance with State Law. Superintendent Dr. Ralph Marino stated that the District has Mobile Units that can meet this law. Doug stated these proposed changes will be brought to the Board at its January meeting for a second reading and Board action.

Proposed Changes to Board Policy 2340: Notice of Meetings

Chair Doug Johnson presented the Board with a first reading of Proposed Changes to Board Policy 2340: Notice of Meetings. Doug stated this is to update our practice of Notice of Meetings to include the District Website and news media. Doug stated these proposed changes will be brought the Board at its January meeting for a second reading and Board action.

Proposed Changes to Board Policy 5313: Penalties

Chair Doug Johnson presented the Board with a first reading of Proposed Changes to Board Policy 5313: Penalties. Doug stated that the addition of "or designee" will be added in the first paragraph of the Policy. Doug stated these proposed changes will be brought to the Board at its January meeting for a second reading and Board action.

Proposed Changes to Board Policy 5314: Corporal Punishment Complaints

Chair Doug Johnson presented the Board with a first reading of Proposed Changes to Board Policy 5314: Corporal Punishment Complaints. Doug stated that under "Investigation of Complaints," "both the Assistant Superintendent and" will be deleted and replaced with "or designee". Doug stated these proposed changes will be brought to the Board at its January meeting for a second reading and Board action.

Report From the Visitation Committee**Board of Education Tour/Visit of the Middle School on December 13, 2013**

Chair Rose Apgar reported on the tour of the Middle School which was held on December 13, 2013. Rose stated there was an extensive discussion regarding the traffic flow centered around the dropping off of students in the morning. Rose stated there are approximately 300 cars that drop kids off on a daily basis and the District is trying to come up with an idea on how to redo the traffic flow. Rose stated that there wasn't any Capital Work completed in 2013, however, there was In-House Work completed which consisted of the repair of the parking lots which was the first year of an eight-year plan, parking lot striping per safety concerns and the exterior doors were numbered on the inside per the Safety Plan. Proposed Project Work for 2014 and 2015 were reviewed including the removal of the Middle School Elevator and replacement with a ramp in 2015. Board President Brian Lynch stated that he really appreciates the Visitation Report that is included in the Board Packet as it is very helpful and clarifies what has been accomplished and what the needs are, especially for those who may not have been present for the tour.

Questions and Comments from Board Members

There were no Questions or Comments from the Board Members.

Adjournment to Executive Session

Moved by Apgar, seconded by Strollo.

RESOLVED, that the Horseheads Central School District Board of Education Meeting adjourn from its Regular Meeting of the Board of Education at 7:50 PM.

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

Moved by Brinthaup, seconded by Apgar.

RESOLVED, that the Horseheads Central School District Board of Education go into Executive Session at 7:53 PM to approve CSE/CPSE/504 recommendations, discuss Collective Negotiations and the Mid-Year Assessment of the Superintendent of Schools.

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

Moved by Brinthaup, seconded by Johnson.

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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 Lynch
 Sadler
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MOTION CARRIED

Moved by Strollo, seconded by Jacobus.

RESOLVED, that the Horseheads Central School District Board of Education Meeting adjourn from Executive Session at 9:23 PM and reconvene to its Regular Meeting of the Board of Education at 9:23 PM.

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

Moved by Brinthead, seconded by Strollo.

RESOLVED, that the Horseheads Central School District Board of Education Meeting adjourn from its Regular Meeting of the Board of Education at 9:24 PM.

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

Respectfully submitted by:

Candy L. Maine

Candy Maine, District Clerk

