

**Horseheads Central School District
Business Meeting of the Board of Education
Multi-Media Center, High School(South Wing)
August 28, 2014**

Present: Apgar, Boulas, Brinthaup, Jacobus, Johnson, Lynch, Reasons, Sadler, Stollo

Also Present: Buzzetti, Bracy, Christansen, Coghlan, Hillman, Marino, McDonough, Moyer, Patterson, Scaptura, Williams

Absent: Conklin

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 Special Meeting of June 26, 2014, Business Meeting of June 26, 2014, Organizational Meeting of July 2, 2014, Business Meeting of July 2, 2014, Special Meeting of July 22, 2014, Special Meeting of July 31, 2014 and Special Meeting of August 11, 2014 as amended.

Ayes	Noes	Abstained	Absent
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Apgar

Boulas

Brinthaup

Conklin

Jacobus

Johnson

Lynch

Sadler

Stollo

MOTION CARRIED

President's Remarks

Board President Brian Lynch welcomed everyone to tonight's meeting. Brian welcomed Kate Reasons, the Student Representative, and thanked her for her willingness to serve on the Board this year and stated the Board looks forwards to the High School updates. Brian reviewed the procedures for the Questions and Comments Section and reminded the Public to state their full name before commenting.

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 and review the Employment History of a particular employee.

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:

- Director of Facilities Mike Coghlan, Head Cleaner Danny Austin, and all the cleaners and maintenance staff members who have worked diligently throughout the summer to have our schools clean and ready for the new school year. Ralph noted that we had Summer School in two of our largest buildings and that summer construction didn't start until August, so our cleaning staff has had to be very flexible this summer. Ralph thanked the cleaning staff for getting all the buildings ready for the start of the school year.

Cont'd

- Seniors Patrick Buckley, Morgan Harris and Cameron Stone who have been chosen to participate in the 2014 New York State School Music Association Conference All-State in Rochester from December 4-7, 2014. Patrick was selected for the Symphony Orchestra on trombone, Morgan was chosen for the Women's Chorus and Cameron was chosen for the Wind Ensemble on Snare Drum.
- Senior Nidhi Shah was the Star-Gazette's "Frank E. Tripp Summer Intern" this summer.
- Organizers of the Strong Kids, Safe Kids Program contacted the District this year to share their appreciation for the Transportation Department's participation year after year.
- High School Cleaner Julie Bernard is the 2014 National Horseshoe Pitching Association Women's Class C Champion. She won the championship at the World Tournament in Buffalo in July.
- 2014 Graduate Nate Nash was honored by the Arnot Ogden Medical Center as the senior volunteer with the most donated hours.
- The Class of 2014 earned nearly \$4.1 million in scholarship offers.
- Many sports teams, including the Football Team, Girls Soccer Team and Girls Volleyball Team, along with many staff members and students, have taken the ALS Ice Bucket Challenge, in honor of High School Special Education Teacher Brendan McCarthy, who also took the challenge recently.

Presentations

Payroll and Personnel Internal Audit Report

Internal Auditor Julie Kephart presented the Board with an overview of the Payroll and Personnel Internal Audit Report for the fiscal year 2013-2014. Ms. Kephart reviewed the Executive Summary, Audit Scope, Objective and Methodology, Exceptions and Recommendations and the Corrective Action Plan. Ms. Kephart noted under Employee Evaluations that current employee evaluations were not present for non-teaching positions in 3 of 20 personnel files that were tested. It should also be noted that under Form I-9, that the "employment begins" date was not filled out for 12 of 20 I-9's sampled. Also, under "Fingerprint Clearances," the District did not verify the fingerprints/background checks cleared with NYS before the new employees started working for the District in 3 of the 20 employee files tested. Overall, Ms. Kephart stated that the policies are present, but could be enhanced, the audit indicates opportunities for improvement in the internal control system and that implementation of corrective actions should strengthen the process and reduce the risks associated with the items discovered.

Board President Brian Lynch thanked Ms. Kephart for providing the Board with a very thorough report.

Report From The Superintendent

Update on the Consolidation Feasibility Study with Elmira Heights Central School District

Superintendent Dr. Ralph Marino presented the Board with an update on the Feasibility Study with Elmira Heights Central School District. Ralph stated that last week he and Elmira Heights Superintendent Mary Beth Fiore met with the consultants from Western and established dates that will work for both districts with the dates alternating back and forth. Ralph stated the first meeting of the Community Advisory Committee will be held on Monday, September 8th. The meetings will be very comprehensive, three hour meetings with the members of the Committee being approved by both Boards tonight.

2014-2015 District Strategic Plan Implementation Team Membership List

Moved by Boulas, seconded by Sadler

RESOLVED, that the Horseheads Central School District Board of Education approve the 2014-2015 District Strategic Plan Implementation Team Membership List as presented.

Ayes	Noes	Abstained	Absent
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Apgar

Boulas

Brinthaup

Cont'd

Conklin

Jacobus
Johnson
Lynch
Sadler
Stollo

MOTION CARRIED

Superintendent Dr. Ralph Marino brought the 2014-2015 District Strategic Plan Implementation Team Membership List to the Board for Board action. Ralph noted that he is still waiting for the names of four students and two from the District-Wide Parent Council so that he is able to fill those slots. As soon as he has them, he will present them to the Board for approval.

Superintendent’s 2014-2015 Employment Goals and Objectives

Moved by Johnson, seconded by Boulas.

RESOLVED, that the Horseheads Central School District Board of Education approve the Superintendent’s 2014-2015 Employment Goals and Objectives as presented.

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

Superintendent Dr. Ralph Marino brought his 2014-2015 Employment Goals and Objectives to the Board for Board action. Ralph noted these have previously been discussed with Board President Brian Lynch and Board Vice-President Pam Stollo.

Report from the Board of Education President

Community Advisory Committee Roster

Moved by Brinthead, seconded by Stollo.

RESOLVED, that the Horseheads Central School District Board of Education approve the Community Advisory Committee Roster as presented.

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

Board President Brian Lynch brought the Community Advisory Committee Roster to the Board for Board action. Brian stated that this Roster consists of the sixteen representatives from Horseheads only and that the Elmira Heights Central School District Board of Education is also approving their Roster of sixteen representatives this evening.

Board Member David Sadler inquired if there were any others who applied that did not make the cut? Superintendent Dr. Ralph Marino stated there were 56 applicants which made us very pleased. Board President Brian Lynch stated that all of the information that was filled out was very helpful during the selection process.

Resolution Pertaining to Public Officers Law, §18

Moved by Apgar, seconded by Brinthaup.

RESOLVED, that the Horseheads Central School District Board of Education approve the Resolution Pertaining to Public Officers Law, §18 as presented.

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

Board President Brian Lynch brought the Resolution Pertaining to Public Officers Law, §18 to the Board for Board action. Brian stated that this is generally presented at the Business Meeting in early July, however, since it was missed, our attorney requested that we approve it tonight. Ed Sarzynski recommended that we should authorize this Resolution on a yearly basis so that we are able to assist our employees in the event of legal action.

Change Board of Education Mid-Year Retreat from January 15 to January 6, 2015

Board Member Rose Apgar stated that this date is in conflict with the BOCES Meeting that is held the first Tuesday of the month. Board President Brian Lynch stated the change in date of the Board of Education Mid-Year Retreat from January 15 to January 6, 2015 will be tabled until the September Board Meeting due to conflict with the BOCES Meeting.

Report from the Director of Elementary Education

Private Tutoring Agreements(St. Mary Our Mother and Horseheads Christian School)

Moved by Brinthaup, seconded by Stollo.

RESOLVED, that the Horseheads Central School District Board of Education approve the Private Tutoring Agreements(St. Mary Our Mother and Horseheads Christian School) as presented.

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

Board President Brian Lynch brought the Private Tutoring Agreements(St. Mary Our Mother and Horseheads Christian School) to the Board for Board action. Brian stated that these agreements are something that we typically do in the summer on a yearly basis for both schools.

Report from the Director of Secondary Education

There wasn't a Report.

Report from the School Business Administrator

Disposal of District Property

Moved by Jacobus, seconded by Brinthaup.

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

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

MOTION CARRIED

School Business Administrator Katy Buzzetti brought the approval of the Disposal of District Property to the Board for Board action.

Increase in Appropriations(Ohiopyle)

Moved by Brinthaup, seconded by Apgar.

WHEREAS, the appropriation expenditure for fiscal year 2014-2015 was approved and set on May 20, 2014...AND....

WHEREAS, the District has received a donation of \$70.07 on behalf of Ohiopyle Prints, Inc. Ohiopyle donates a percentage of their net sales from products sold at our local stores and/or pharmacies. This money will be used towards purchasing High School instructional supplies.

BE IT RESOLVED that the Board of Education accepts the above gift and directs the budget be amended accordingly.

The appropriation for the following codes should be increased:

A-2110-12-00-00-450	\$70.07	High School Supplies
A-980-2705	\$70.07	Revenue – Donation

BE IT FURTHER RESOLVED, that such changes in appropriation become effective August 28, 2014.

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

MOTION CARRIED

School Business Administrator Katy Buzzetti stated the District received a donation of \$70.07 from Ohiopyle Prints, Inc This money will be used towards purchasing High School instructional supplies.

Increase in Appropriations(Box Tops for Education)

Moved by Apgar, seconded by Strollo.

WHEREAS, the appropriation expenditure for fiscal year 2014-2015 was approved and set on May 20, 2014...AND....

WHEREAS, the District received a donation of \$382.40 on behalf of the Box Tops for Education Program. This money will be used towards purchasing instructional enrichment supplies for the Middle School.

BE IT RESOLVED, that the Board of Education accepts the above gift and directs the budget be amended accordingly.

The appropriation for the following codes should be increased:

A-2110-10-00-00-459	\$382.40	Middle School Supplies
A-980-2705	\$382.40	Revenue – Donation

BE IT FURTHER RESOLVED, that such changes in appropriation become effective August 28, 2014.

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

MOTION CARRIED

School Business Administrator Katy Buzzetti stated the District received a donation of \$382.40 from the Box Tops for Education Program This money will be used towards purchasing Middle School instructional supplies.

Increase in Appropriations(BF PTO)

Moved by Brinthaup, seconded by Strollo.

WHEREAS, the appropriation expenditure for fiscal year 2014-2015 was approved and set on May 20, 2014...AND....

WHEREAS, the District received a donation of \$182.40 from the Big Flats Elementary School PTO. This donation will be used towards funding the trips to the Benjamin Patterson Inn on June 11 and 12, 2014.

BE IT RESOLVED, that the Board of Education accepts the above gift and directs the budget be amended accordingly.

The appropriation for the following codes should be increased:

A-2110-10-00-00-490	\$182.40	Arts In Education – BOCES CoSer 401
A-980-2705	\$182.40	Revenue – Donation

BE IT FURTHER RESOLVED, that such changes in appropriation become effective August 28, 2014.

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

School Business Administrator Katy Buzzetti stated the District received a donation of \$182.40 from the Big Flats Elementary School PTO. This donation will be used towards funding the trips to the Benjamin Patterson Inn that took place on June 11 and 12, 2014.

Increase in Appropriations(CS PTO)

Moved by Apgar, seconded by Brinthaup.

WHEREAS, the appropriation expenditure for fiscal year 2014-2015 was approved and set on May 20, 2014...AND....

WHEREAS, the District received a donation of \$448.50 from the Center Street Elementary School PTO. This donation will be used towards funding the Center Street Music Technology performance on June 6, 2014 and the 2nd Grade Trip to Tanglewood Nature Center on May 21, 2014.

BE IT RESOLVED, that the Board of Education accepts the above gift and directs the budget be amended accordingly.

The appropriation for the following codes should be increased:

A-2110-99-00-00-490	\$448.50	Arts In Education – BOCES CoSer 401
A-980-2705	\$488.50	Revenue – Donation

BE IT FURTHER RESOLVED, that such changes in appropriation become effective August 28, 2014.

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

MOTION CARRIED

School Business Administrator Katy Buzzetti stated the District received a donation of \$448.50 from the Center Elementary School PTO. This donation will be used towards funding the Center Street Music Technology performance that was held on June 6, 2014 and the 2nd Grade Trip to Tanglewood Nature Center that took place on May 21, 2014.

Increase in Appropriations(GR PTO)

Moved by Apgar, seconded by Brinthaup.

WHEREAS, the appropriation expenditure for fiscal year 2014-2015 was approved and set on May 20, 2014...AND....

WHEREAS, the District received a donation of \$254.15 from the Gardner Road Elementary School PTO. This donation will be used towards funding the Vitamin L performance held at the school on June 10, 2014.

BE IT RESOLVED, that the Board of Education accepts the above gift and directs the budget be amended accordingly.

The appropriation for the following codes should be increased:

A-2110-99-00-00-490	\$254.15	Arts In Education – BOCES CoSer 401
A-980-2705	\$254.15	Revenue – Donation

BE IT FURTHER RESOLVED, that such changes in appropriation become effective August 28, 2014.

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

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Jacobus

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MOTION CARRIED

School Business Administrator Katy Buzzetti stated the District received a donation of \$254.15 from the Gardner Road Elementary School PTO. This donation will be used towards funding the Vitamin L performance that was held at the school on June 10, 2014.

Increase in Appropriations(RR PTO)

Moved by Strollo, seconded by Jacobus.

WHEREAS, the appropriation expenditure for fiscal year 2014-2015 was approved and set on May 20, 2014...AND....

WHEREAS, the District received a donation of \$4,015.46 from the Ridge Road Elementary School PTO. This donation will be used towards funding the purchase of a projector and related audio work in the Ridge Road auditeria.

BE IT RESOLVED, that the Board of Education accepts the above gift and directs the budget be amended accordingly.

The appropriation for the following codes should be increased:

A-1680-99-30-00-219	\$1,904.85	District Computer Hardware
A-1680-99-30-00-400	\$2,110.61	District Computer Contractual
A-980-2705	\$4,015.46	Revenue – Donation

BE IT FURTHER RESOLVED, that such changes in appropriation become effective August 28, 2014.

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

School Business Administrator Katy Buzzetti stated the District received a donation of \$4,015.46 from the Ridge Road Elementary School PTO. This donation will be used towards funding the purchase of a projector and related audio work in the Ridge Road auditeria.

Budget Transfers Over \$10,000

Moved by Jacobus, seconded by Apgar.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approve Budget Transfers in the amount of \$137,826.79, 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
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Conklin

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Jacobus

Johnson

Lynch

Sadler

Strollo

MOTION CARRIED

School Business Administrator Katy Buzzetti brought the approval of Budget Transfers in the amount of \$137,826.79, which exceed the Superintendent's \$10,000 approval limit to the Board for Board action.

Treasurer's Report(June and July 2014)

Moved by Brinthaup, seconded by Strollo.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Treasurer's Reports for June and July 2014 as submitted.

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

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MOTION CARRIED

School Business Administrator Katy Buzzetti brought the approval of the Treasurer's Reports for June and July 2014 to the Board for Board action.

Claims Auditor Report(June and July 2014)

Moved by Brinthaup, seconded by Strollo.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Claims Auditor Reports for June and July 2014 as submitted.

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

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Conklin

Jacobus

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Sadler

Strollo

MOTION CARRIED

School Business Administrator Katy Buzzetti brought the approval of the Claims Auditor Reports for June and July 2014 to the Board for Board action.

High School Extra-Classroom Treasurer's Reports(June and July 2014)

Moved by Brinthaup, seconded by Strollo.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the High School Extra-Classroom Treasurer's Reports for June and July 2014 as submitted.

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

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MOTION CARRIED

School Business Administrator Katy Buzzetti brought the approval of the High School Extra-Classroom Treasurer’s Reports for June and July 2014 to the Board for Board action.

Middle School Extra-Classroom Treasurer’s Report(June 2014)

Moved by Brinthaup, seconded by Strollo.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Middle School Extra-Classroom Treasurer’s Report for June 2014 as submitted.

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

School Business Administrator Katy Buzzetti brought the approval of the Middle School Extra-Classroom Treasurer’s Report for June 2014 to the Board for Board action.

Athletics Extra-Classroom Treasurer’s Reports(June and July 2014)

Moved by Brinthaup, seconded by Strollo.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Athletics Extra-Classroom Treasurer’s Reports for June and July 2014 as submitted.

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

School Business Administrator Katy Buzzetti brought the approval of the Athletics Extra-Classroom Treasurer’s Reports for June and July 2014 to the Board for Board action.

Budget Transfers Report(June and July 2014)

Moved by Jacobus, seconded by Strollo.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Budget Transfers Reports for June and July 2014 as submitted.

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

School Business Administrator Katy Buzzetti brought the approval of the Budget Transfers Reports for June and July 2014 to the Board for Board action.

Revenue and Expense Reports(June and July 2014)

Moved by Brinthaup, seconded by Apgar.

BE IT RESOLVED, that the Horseheads Central School District Board of Education approves the Revenue and Expense Reports for June and July 2014 as submitted.

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

School Business Administrator Katy Buzzetti brought the approval of the Revenue and Expense Reports for June and July 2014 to the Board for Board action.

Real Estate RFP Vendor Recommendation

Moved by Stollo, seconded by Apgar.

RESOLVED, that the Horseheads Central School District accept the recommendation that J.S. Miller Appraisal Associates, LLC is selected as the District's real estate appraiser for the sale of the Broad Street school building.

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

School Business Administrator Katy Buzzetti brought the recommendation that J.S. Miller Appraisal Associates, LLC is selected as the District's real estate appraiser for the sale of the Broad Street school building to the Board for Board action. Katy stated that J.S. Miller Appraisal Associates, LLC is an MAI certified appraiser with experience appraising educational facilities and offered a fair bid.

Resolution to Appoint A Second Independent Appraiser for Broad Street School Facility

Moved by Jacobus, seconded by Brinthaup.

RESOLVED, that the Horseheads Central School District accept the recommendation that a second appraisal be conducted due to the nature of the Broad Street property.

IT IS HEREBY RESOLVED that the Superintendent of Schools is authorized to hire a second qualified independent appraiser in the amount not to exceed \$5,000.00 to get a fair market appraisal of the Broad Street Elementary School property for the purposes of selling the property.

THEREFORE, BE IT FURTHER RESOLVED that Condon Hynes Appraisal LLC is also selected as the District's real estate appraiser for the sale of the Broad Street school building. Congdon Hynes Appraisal LLC is a MAI certified appraiser with experience appraising educational facilities and offered a fair bid.

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

MOTION CARRIED

School Business Administrator Katy Buzzetti brought the recommendation for a second appraisal be conducted due to the nature of the Broad Street property to the Board for Board action . Superintendent Dr. Ralph Marino stated that the original resolution was passed by the Board back in June, however, the Finance Committee is recommending another appraisal before we set the price with the realtor.

Realtor RFP Vendor Recommendation

Moved by Apgar, seconded by Jacobus.

RESOLVED, that the Horseheads Central School District accept the recommendation that Pyramid Brokerage Company is selected as the District’s realtor for the sale of the Broad Street school building.

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

MOTION CARRIED

School Business Administrator Katy Buzzetti brought the approval of the recommendation that Pyramid Brokerage Company is selected as the District’s realtor for the sale of the Broad Street school building to the Board for Board action. Katy stated that Pyramid offered a fair bid and has extensive background as a broker for several educational facilities. In addition, Pyramid’s business model focuses solely on commercial real estate.

Transportation Study Proposal From Transportation Advisory Services(TAS)

Moved by Brinthaup, seconded by Apgar.

RESOLVED that the Board of Education approve the Agreement with Transportation Study Proposal From Transportation Advisory Services(TAS) as submitted.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
Apgar			
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Brinthaup			
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Jacobus
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MOTION CARRIED

School Business Administrator Katy Buzzetti brought the approval of the Transportation Study Proposal From Transportation Advisory Services(TAS) to the Board for Board action. Superintendent Dr. Ralph Marino stated that as we work on the six scenarios that the Board

narrowed down back in March, we need to approve this Study due to the complexity of transportation within the Horseheads community. Ralph stated that Mark Walsh has worked with us before and we need to have his expertise to ensure that we are estimating correctly in the area of transportation. Ralph stated this topic was also discussed a couple of weeks ago at the Finance Committee Meeting.

Revision to the 2014-2015 Tax Warrant

Moved by Jacobus, seconded by Strollo.

RESOLVED that the Horseheads Central School District approves the revision to the 2014-2015 Tax Warrant as submitted.

Ayes	Noes	Abstained	Absent
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MOTION CARRIED

School Business Administrator Katy Buzzetti brought the approval of the revision to the 2014-2015 Tax Warrant to the Board for Board action. Katy stated there were some minor changes from the County.

Memorandum of Understanding Between Chemung County Head Start and the District

Moved by Jacobus, seconded by Brinthaup.

RESOLVED that the Horseheads Central School District Board of Education approves the Memorandum of Understanding Between Chemung County Head Start and the District as submitted.

Ayes	Noes	Abstained	Absent
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Apgar
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MOTION CARRIED

School Business Administrator Katy Buzzetti brought the approval of the Memorandum of Understanding Between Chemung County Head Start and the District to the Board for Board action.

Seimen’s Contract for HVAC Automation Services

Moved by Brinthaup, seconded by Strollo.

RESOLVED that the Board of Education approves the Seimen’s Contract for HVAC Automation Services as submitted.

Ayes	Noes	Abstained	Absent
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Apgar
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Sadler
Strollo

MOTION CARRIED

School Business Administrator Katy Buzzetti brought the approval of the Seimen’s Contract for HVAC Automation Services to the Board for Board action.

FAST Contract for Fire Alarm Inspections

Moved by Brinthaup, seconded by Apgar.

RESOLVED that the Board of Education approves the FAST Contract for Fire Alarm Inspections as submitted.

Ayes	Noes	Abstained	Absent
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Apgar
Boulas
Brinthaup

Conklin

Jacobus
Johnson
Lynch
Sadler
Strollo

MOTION CARRIED

School Business Administrator Katy Buzzetti brought the approval of the FAST Contract for Fire Alarm Inspections to the Board for Board action.

2013-2014 Payroll and Personnel Internal Audit Report

Moved by Brinthaup, seconded by Strollo.

RESOLVED that the Board of Education approves the 2013-2014 Payroll and Personnel Internal Audit Report as submitted.

Ayes	Noes	Abstained	Absent
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Apgar
Boulas
Brinthaup

Conklin

Jacobus
Johnson
Lynch
Sadler
Strollo

MOTION CARRIED

School Business Administrator Katy Buzzetti brought the approval of the 2013-2014 Payroll and Personnel Internal Audit Report to the Board for Board action. Katy stated this report was presented earlier tonight under “Presentations.”

Corrective Action Plan—2013-2014 Payroll and Personnel Internal Audit Report

Moved by Brinthaup, seconded by Strollo.

RESOLVED that the Board of Education approves the Corrective Action Plan—2013-2014 Payroll and Personnel Internal Audit Report as submitted.

Ayes	Noes	Abstained	Absent
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Apgar
Boulas
Brinthaup

Conklin

Jacobus
Johnson
Lynch
Sadler
Strollo

MOTION CARRIED

School Business Administrator Katy Buzzetti brought the approval of the Corrective Action Plan—2013-2014 Payroll and Personnel Internal Audit Report to the Board for Board action.

Resolution Accepting Gift Cards From Hobby Lobby

Moved by Jacobus, seconded by Apgar.

BE IT RESOLVED that the Horseheads Central School District Board of Education accepts seven gift cards(in the dollar amount of \$200.00) from Hobby Lobby as a result of their recent legal settlement.

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

Jacobus
Johnson
Lynch
Sadler
Strollo

MOTION CARRIED

School Business Administrator Katy Buzzetti brought the approval of the acceptance of seven gift cards from Hobby Lobby as a result of their recent legal settlement to the Board for Board action. Katy stated one gift card in the dollar amount of \$200.00 will be given to each of our seven schools.

Agreement For Professional Services With Hunt Engineers, Architects and Land Surveyors, P.C. For A Certified Boundary Survey And A Phase 1 Environmental Assessment of Broad Street School Facility

Moved by Apgar, seconded by Jacobus.

BE IT RESOLVED that the Horseheads Central School District Board of Education approve the Agreement For Professional Services With Hunt Engineers, Architects and Land Surveyors, P.C. For A Certified Boundary Survey And A Phase 1 Environmental Assessment of Broad Street School Facility as submitted.

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

Jacobus
Johnson
Lynch
Sadler
Strollo

MOTION CARRIED

School Business Administrator Katy Buzzetti brought the approval of the Agreement For Professional Services With Hunt Engineers, Architects and Land Surveyors, P.C. For A Certified Boundary Survey and A Phase 1 Environmental Assessment of Broad Street School Facility to the Board for Board action.

Day Automation Resolution

Moved by Jacobus, seconded by Apgar.

BE IT RESOLVED, that the Horseheads Central School District Board of Education names Day Automation as their sole source vendor for service of the District-Wide Door Access and Video Surveillance System. .

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

Conklin

Jacobus
 Johnson
 Lynch
 Sadler
 Strollo

MOTION CARRIED

School Business Administrator Katy Buzzetti brought the approval of the Day Automation Resolution to the Board for Board action. Katy stated that Day Automation is the factory authorized representative for both Schneider Electric Andover Continuum Door Access Control System and Schneider Electric Pelco video surveillance systems. Day Automation installed the District's initial equipment and the District would like to continue to use Day Automation for continuity and maintenance of both the Door Access and Video Surveillance Systems

Human Resources Director's Report

Human Resources Sub-Committee Recommendations

Moved by Brinthaup, seconded by Apgar.

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

	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY*</u>
Barber, Eugene	Summer Laborer	07/08/14	
Brantner, Susan	Summer Laborer	07/01/14	
Breon, Derick	Summer Laborer	07/01/14	
Butler, Theresa	Summer Laborer	07/01/14	
Cain, Shelby	Summer Laborer	07/01/14	
Carrigan, Erin	Summer Laborer	07/01/14	
Cole, Karen	Substitute Cleaner	07/10/14	\$10.92/hr.
Ernst, Michael	Summer Laborer	07/01/14	
Gaylord, Andrea	Summer Laborer	07/01/14	
German, Diane	Summer Laborer	07/01/14	
German, Samantha	Summer Laborer	07/01/14	
Gole, Michael	Summer Laborer	07/01/14	
Goyette, Ruth	Summer Laborer	07/01/14	
Griffiths, Thomas	Summer Laborer	07/01/14	
Hastings, Kerrigan	Summer Laborer	07/01/14	
Horton, Judy	Substitute Bus Driver (training)	07/17/14	
Horton, Linda	Summer Laborer	07/01/14	
Kelley, Megan	Summer Laborer	07/01/14	
Kelly, Tricia	Summer Laborer	07/01/14	
Kerbein, Alec	Summer Laborer	07/01/14	
Layton, Deborah	Substitute	09/01/14	\$11.91/hr.
Lewis, Gary	Substitute	09/01/14	
Martin, Kohdy	Summer Laborer	07/14/14	
Martone, Sabrina	Summer Laborer	07/01/14	
McBride, Logan	Summer Laborer	07/01/14	
Michaud, Brandon	Summer Laborer	07/07/14	
Miller William	Summer Laborer	07/01/14	
Mower, Bernie	Summer Laborer	07/01/14	
Nitterour, John	Summer Laborer	07/01/14	
Palmer, Yvonne	Summer Laborer	07/21/14	
Peterson, Nate	Summer Laborer	07/01/14	
Seeley, Rhett	Summer Laborer	07/01/14	
Shutts, Vicki	Summer Laborer	07/01/14	
Strayer, Sean	Summer Laborer	07/01/14	
Sullivan, Lorrie	Substitute RN	09/01/14	\$16.00/hr.
Terpolilli, Andrew	Summer Laborer	07/01/14	
Terpolilli, Debbie	Summer Laborer	07/01/14	
Walton, Tiffany	Summer Laborer	07/01/14	

Cont'd

Whalen, Bill	Summer Laborer	07/01/14
Woodworth, Courtney	Summer Laborer	07/01/14

*Hourly rate \$8.00, unless otherwise stated

CIVIL SERVICE NEW HIRES:

	<u>LOCATION/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Kent, Ruth	MS/Cleaner	07/01/14	\$23,293
Leary, William	Transp./Bus Driver	09/01/14	\$11.10/hr.
Nichols, Paula	HS/School Monitor	09/01/14	\$8.83/hr.
Tong, Timothy	MS/Cleaner	07/18/14	\$23,293
Walker, David	Transp./Bus Driver	09/01/14	\$11.10/hr.

CIVIL SERVICE (PROBATIONARY APPT.):

	<u>LOCATION/POSITION</u>	<u>EFFECTIVE</u>
Johnson, Jason	Transp./Equip. Serv. Mgr. (from provisional to probationary)	08/07/14

CIVIL SERVICE CHANGE IN HOURS:

	<u>LOCATION/POSITION</u>	<u>EFFECTIVE</u>
Butler, Theresa	CS/School Monitor (from 4.5 hrs. to 4.75 hrs./day)	09/01/14

CIVIL SERVICE RESIGNATIONS:

	<u>LOCATION/POSITION</u>	<u>EFFECTIVE</u>
Layton, Deborah	Athletic Dept. /Sr. Clerk Typist	08/29/14
Ruggiero, Vanessa	MS/Food Service Helper	08/11/14

CIVIL SERVICE TRANSFERS:

	<u>LOCATION/POSITION</u>	<u>EFFECTIVE</u>
Kastenhuber, Penny	Athletic Dept./Sr. Clerk Typist	08/18/14
Walker, Colleen	HS Guidance/Sr. Clerk Typist	08/25/14
Walton, Tiffany	RR/School Monitor	09/01/14

INSTRUCTIONAL CHANGE IN HOURS:

	<u>LOCATION/POSITION</u>	<u>EFFECTIVE</u>
Zenker, Kim	IS/Teaching Assistant (from 7 hrs./day to 6 hrs./day)	09/01/14

INSTRUCTIONAL LEAVES:

	<u>LOCATION/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Durr, Kendra	BF/Grade 2	09/01/14 – Undetermined	\$55,596 (Medical Leave)
Hyer, Lindsay	CS/Speech	09/01/14 – 12/31/14	\$49,281 (Childcare Unpaid)
Kamas, Shannah	BF/Grade 3	*05/27/14 – 6/13/14	\$55,187 (Medical Leave)

*Revision to dates

INSTRUCTIONAL LONG-TERM SUBSTITUTES:

	<u>LOCATION/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Close, Abigail	GR/Speech	09/01/14 – 06/30/15	\$60,000
Coss, Donna	CS/Speech	09/01/14 – 12/31/14	\$43,238 Prorated
Meghan, Marks	GR/Grade 3	09/01/14 – 10/07/14	\$41,135 Prorated
Testone, Robin	BF/Grade 2	09/01/14 – 06/30/15	\$42,537

INSTRUCTIONAL SUBSTITUTE TEACHERS:

	<u>STATUS/POSITION</u>	<u>PREFERENCE</u>
Ames, Melissa	Degreed	Elementary
Clark, Kimberly	Certified	Elementary
Buck, Laura	Certified	Elementary
Moses, Yvonne	Certified	Secondary

INSTRUCTIONAL TRANSFERS:

	<u>LOCATION/POSITION</u>	<u>EFFECTIVE</u>
Ciarlo, Julie	HS/Teaching Assistant 1:2	09/01/14

Kline, Sarah	MS/Teaching Assistant	09/01/14
McCarthy, Leslie	GR/Teaching Assistant 1:1	09/01/14
Keenan, Patti	Fr: GR/Resource Rm/15:1:1	09/01/14
	To: IS/Grade 5 -15:1:1	09/01/14
L'Amoreaux, Julie	Fr: IS/ Grade 5 -15:1:1	09/01/14
	To: GR/CS/Resource Rm/15:1:1	09/01/14
Scherer, Carole	CS/Teaching Assistant 1:1	09/01/14

INSTRUCTIONAL CONTRACT SUBSTITUTES:

	<u>LOCATION/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Sullivan, Leandra	MS/Contract Substitute	09/01/14 – 06/30/15	\$75/day
Licht, Elizabeth	MS/Contract Substitute	09/01/14 – 06/30/15	\$75/day
Sechrist, Sarah	RR/Contract Substitute	09/01/14 – 06/30/15	\$75/day
Horn, Shauna	CS/Contract Substitute	09/01/14 - 06/30/15	\$75/day
Wales, Laura	IS/Contract Substitute	09/01/14 – 06/30/15	\$75/day

INSTRUCTIONAL NEW HIRES:

	<u>LOCATION/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Buchanan, Amy	BF/Grade 4	09/01/14	\$43,571
Green, Erin	BF/Psychologist	08/01/14	\$48,038
Hamilton, Zachary	GR/Music	09/01/14	\$41,135
Levey, Hannah	District/ESL	09/01/14	\$41,135
Spencer, Kathy	BF/Grade 2	09/01/14	\$50,569
Walruth, Kayla	BF/Music	09/01/14	\$42,888

ADMINISTRATIVE NEW HIRES:

	<u>LOCATION/POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Conklin, Bert	Interim Director of Athletics and Physical Education	12/01/14 – 06/30/15	\$300/day

INSTRUCTIONAL RESIGNATIONS:

	<u>LOCATION/POSITION</u>	<u>EFFECTIVE</u>
Ayers, Ana	MS/Teaching Assistant	08/08/14

MARCHING BAND CONSULTANTS:

	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
Baird, David	Brass Music and Drill Instructor	08/18/14	\$1,250
Curren, Amanda	Colorguard Instructor	08/18/14	\$1,000
Matejka, Steven	Drill Designer, Caption Head Visual Design and Instruction	08/18/14	No Pay
Palmer, Kelly	Percussion Instructor	08/18/14	\$ 750
Shelton, Anne	Woodwind Music Instructor	08/18/14	\$1,000
Shelton, Brett	Woodwind and Brass Drill Instructor	08/18/14	\$1,000
Smith, Collin	Percussion Arranger and Instructor	08/18/14	\$ 400
Spalding, Shannon	Colorguard Instructor and Designer	08/18/14	\$1,250
Johnson, Jason	Marching Band Volunteer	08/18/14	\$1,000
Magacs, Jeff	Brass and Marching Instructor	08/18/14	\$ 750
Clark, David	Director of Materials Volunteer	08/18/14	No Pay
Price, Martha	Guard Instructor	08/18/14	\$ 500

SCHOOL ON SATURDAY SUPERVISOR STIPEND ADJUSTMENT:

	<u>LOCATION/POSITION</u>	<u>STIPEND</u>
Scherer, Phil	HS/School on Saturday Supervisor	\$25.00/Hr.

FALL 2014 COACHING APPOINTMENTS:

	<u>LOCATION/POSITION</u>	<u>STIPEND</u>
Thomas, Hayley	Cheerleading Volunteer	No Pay
LaMont, Alexandra	Cheerleading Volunteer	No Pay
Deiseroth, Niki	Cross Country Volunteer	No Pay
Steele, Brian	Mod. Football Head Coach	\$3,294*
Malloy, Terry	Mod. Football Asst. Coach	\$3,294*

*Revised stipend.

Cont'd

SPRING 2015 COACHING APPOINTMENTS:

	<u>LOCATION/POSITION</u>	<u>STIPEND</u>
Zoerb, Megan	Softball Varsity Head Coach	\$4,360
<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>
Apgar		
Boulas		
Brinthaup		
		Conklin
Jacobus		
Johnson		
Lynch		
Sadler		
Strollo		

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 on Page 2 of the Recommendations, there is an error under "Instructional Long-Term Substitutes." It lists "Meghan Marks," with her first name appearing first, when it should be the last name appearing first. Judy stated this will be corrected.

Resolution Appointing Medical Inspector

Moved by Strollo, seconded by Apgar.

The Superintendent requests from the Board of Education authorization to hold an examination pursuant to Education Law §913 for a particular employee of the District.

RESOLVED that J. Richard Ciccone, M.D. is appointed as medical inspector of the District and is authorized to conduct an examination pursuant to Education Law §913 of a particular employee of the District, at a cost not to exceed \$12,000.

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

MOTION CARRIED

Director of Human Resources Judy Christiansen brought the approval of a resolution to appoint Richard Ciccone, M.D. as medical inspector of the District and is authorized to conduct an examination pursuant to Education Law §913 of a particular employee of the District, at a cost not to exceed \$12,000, to the Board for Board action.

Report from the Director of Student Services

There wasn't a report.

Report from the Student Representative to the Board

There wasn't a report.

Report from the Athletic and Extra-Curricular Sub-Committee

There wasn't a report.

Report from the Audit Sub-Committee

There wasn't a report.

Report from the Finance Sub-Committee

Minutes of August 18, 2014, Meeting

Chair Jim Jacobus reported on the August 18, 2014, meeting of the Finance Committee. Jim stated that all of the items that were presented earlier tonight under the School Business Executive’s Report was discussed. Jim stated the Committee also discussed the Veteran’s Exemption and Superintendent Dr. Ralph Marino presented the Interim Athletic Director Position to the Committee with the Committee giving the Superintendent permission to go ahead and offer the individual who was discussed the position. Jim stated the Committee was brought the name as no other Committee was meeting prior to tonight’s Board Meeting.

Report from the Human Resources Sub-Committee

There wasn’t a Report.

Report from the Curriculum and Assessment Sub-Committee

There wasn’t a Report.

Report from the Planning and Development Sub-Committee

Minutes of August 25, 2014, Meeting

Chair Pam Strollo reported on the August 25, 2014, meeting of the Planning and Development Sub-Committee. Pam stated that the Committee reviewed the applications from the community volunteers for the Horseheads roster for the Elmira Heights Consolidation Study Community Advisory Committee and selected the 16 members who were approved earlier this evening.

Report from the Policy Referral/Review Sub-Committee

Minutes of Special Meeting of August 11, 2014, Meeting

Chair Doug Johnson reported on the Special Meeting of August 11, 2014, meeting of the Policy Referral/Review Sub-Committee. Doug stated that the sole purpose of the Special Meeting was for the Committee to discuss Policy 7810 – Closing of Facilities and the statute upon which the Policy is founded with the Policy being presented to the Board for Board action next on the agenda.

Proposed Changes to Board Policy 7810 – Closing of Facilities

Moved by Apgar, seconded by Brinthaup.

BE IT RESOLVED, that the Horseheads Central School District Board of Education waive a second reading of Proposed Changes to Board Policy 7810 – Closing of Facilities and approve as submitted.

Ayes	Noes	Abstained	Absent
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Apgar
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 Brinthaup

Conklin

Jacobus
 Johnson
 Lynch
 Sadler
 Strollo

MOTION CARRIED

Director of Human Resources Judy Christiansen brought proposed changes to Board Policy 7810 – Closing of Facilities to the Board for Board action. Judy stated that as our attorneys were reviewing the Policy they noticed some discrepancies and recommended the changes that needed to be in place which we did so and was approved by our attorneys. Therefore, we are asking for a waiver of the second reading of the Policy and approve the suggested changes tonight. Board President Brian Lynch thanked Judy and Doug for clarifying and updating the Policy.

Report From the Visitation Committee

No report was given as all visits have been completed for the 2013-2014 school year.

Questions and Comments from Board Members

There were no Questions or Comments from Board members.

Adjournment to Executive Session

Moved by Jacobus, seconded by Apgar,
RESOLVED, that the Horseheads Central School District Board of Education Meeting adjourn from its Regular Meeting of the Board of Education at 6:29 PM.

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

Boulas

Brinhaupt

Conklin

Jacobus

Johnson

Lynch

Sadler

Strollo

MOTION CARRIED

Moved by Jacobus, seconded by Apgar.

RESOLVED, that the Horseheads Central School District Board of Education go into Executive Session at 6:36 PM to approve CSE/CPSE/504 Recommendations and discuss the Employment History of a particular employee.

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

Boulas

Brinhaupt

Conklin

Jacobus

Johnson

Lynch

Sadler

Strollo

MOTION CARRIED

Moved by Brinhaupt, seconded by Jacobus.

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

Boulas

Brinhaupt

Conklin

Jacobus

Johnson

Lynch

Sadler

Strollo

MOTION CARRIED

Moved by Apgar, seconded by Jacobus.

RESOLVED, that the Horseheads Central School District Board of Education Meeting adjourn from Executive Session at 6:41 PM and reconvene to its Regular Meeting of the Board of Education at 6:42 PM.

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

Moved by Brinthaup, 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 6:43 PM.

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

Respectfully submitted by:

Candy L. Maine,

Candy Maine, District Clerk

