

**Horseheads Central School District  
Special Business Meeting of the Board of Education  
Educational Support Training Room  
August 10, 2015**

**Present:** Christiansen, Conklin, Dale, Jacobus, Johnson, Sadler, Stollo

**Also Present:** Buzzetti, Christiansen, Gray, Moyer

**Absent:** Boulas, Lynch

**Call to Order:** Board President Jim Jacobus called the Special Business Meeting of the Board of Education to order at 8:00 AM.

**Board President's Remarks and Agenda Changes**

Board President Jim Jacobus stated there are no agenda changes and noted for the Board to disregard Agenda Item 8.7 that you may have seen in your Board Packet.

**Questions/Comments**

There were no Questions/Comments from Board Members.

**Report From The Board President**

**Board of Education Committee and Liaison Appointments**

Moved by Conklin, seconded by Sadler.

RESOLVED, that the Horseheads Central School District Board of Education approve the Board of Education Committee and Liaison Appointments as submitted.

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

Christiansen

Conklin

Dale

Jacobus

Johnson

Lynch

Sadler

Stollo

**MOTION CARRIED**

Board President Jim Jacobus brought the Board of Education Committee and Liaison Appointments to the Board for Board action. Jim stated that Board Vice-President Karen Boulas and he spent about one hour putting the list together. The goal was every person who was an incumbent on the Board was the Chair of a Committee. Jim stated that we knew that one person (Warren Conklin) would be Chair of two Committees because he came up just short on the number of Committees.

Board Member Doug Johnson commented it was obvious that five members of the Board had spoken about appointing people prior to this meeting which is a violation of the law. Doug stated in the future if there is a majority of the Board discussing Board Policy then we need to consider it a meeting and have it advertised on the District Web Site. We need to follow the law so that other Board Members are aware that a meeting is going to take place.

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Board Member Pam Strollo stated that she is not able to receive email any longer on her work email, so please make sure to contact her via her personal email which she is able to also access on her phone. Pam also noted that both Board Member Warren Conklin and Vice-President Karen Boulas are Chairs of two Sub-Committees. Board President Jim Jacobus noted that Pam is correct in acknowledging this oversight.

**Update on the August 24<sup>th</sup> Board of Education Retreat**

Board President Jim Jacobus updated the Board on the August 24<sup>th</sup> Board of Education Retreat. Jim stated that it was just put together with the assistance of Superintendent Dr. Thomas Douglas. Jim stated when discussing the Board of Education Self-Evaluations it was noted that some did not complete one because they felt they were not beneficial. Jim stated that a survey will be sent to Board members to complete regarding Board Self-Evaluations which will be discussed during the Board Retreat. Jim stated at the end of the Retreat if there is time a discussion involving the Facility Capacity/Utilization and Grade Configuration Study and Consolidation/Feasibility Study with Elmira Heights Central School District may be discussed,

Board Member Pam Strollo inquired as to exactly what will be discussed regarding the Board's Self-Evaluation so that she will be prepared. Board President Jim Jacobus stated we will discuss the effectiveness of the Board and also the possibility of maybe reducing the Committees since that is what Dr. Doulgas is used to, but does not mean we have to. Jim stated we have had changes on the Board, four new Board Members since the last cycle so it is almost like starting from scratch. We will look at how a School Board operates whenever new Board Members come on board. Jim stated he would like to see us familiarize them with the operations of the School Board and using the evaluation tool helps us get to that point. Pam inquired as to what does the term "governance" refer to?" Jim stated he believes it is the way the Board operates with the support of the Superintendent. Board Member David Sadler stated he thought it refers to how the Board President and Vice-President interacts with the Superintendent. Board Member Warren Conklin inquired for clarification if "governance" refers to the full Board, all nine members in its entirety? The inference is where the clarification is needed. Board President Jim Jacobus stated this will be discussed in further detail at the August Board Retreat to clear up the meaning of "governance" and the importance of the Board's Self-Evaluation. Jim also stated one of his Goals is to work hard including the Board in the decision-making process. He wants to hear from all the Board members and wants the Board to weigh in on all the business of the Board of Education.

**Report From The Human Resources Director**

Moved by Strollo, seconded by Johnson.

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

**CIVIL SERVICE NEW HIRES:**

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

\*Tentative start date

**INSTRUCTIONAL PROBATIONARY APPOINTMENTS:**

<u>TENURE AREA</u>	<u>PROBATIONARY EFFECT. DATE</u>	<u>TENURE EFFECT. DATE</u>	<u>CERTIFICATION STATUS</u>	<u>SALARY</u>
Barnstead, Brenda Special Education/HS	09/01/2015	* 09/01/2018	Initial	\$51,720

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

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

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

**CIVIL SERVICE RESIGNATIONS:**

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

**INSTRUCTIONAL RESIGNATIONS:**

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

Director of Human Resources Judy Christiansen brought recommendations from the Human Resources Sub-Committee to the Board for Board action. Judy wanted the Board to note that we are still hiring like crazy and this is the first time in fifteen years that we have had difficulty in recruitment. Judy stated that she believes this is because people are afraid to leave their current jobs due to all the changes at the State level and noted that we have not received any external applicants for the Technology or the Librarian positions.

**Report From The School Business Administrator**

**2015-2016 Property Tax Warren**

Moved by Sadler, seconded by Johnson.

WHEREAS, Chapter 73 of the laws of 1977 amended Section 1318 subdivision 1 of the Real Property Tax Law requires the tax warrant to state the amount of unappropriated fund balance, and

The undesignated, unappropriated, unencumbered fund balance at June 30, 2015, is \$3,012,630.00.

THEREFORE BE IT FURTHER RESOLVED, that the Board of Education apply \$4,535,128 of the unreserved fund balance to the reduction of the tax levy.

**BE IT ADDITONALLY RESOLVED AS FOLLOWS:**

To the Tax Collector of the Horseheads Central School District, Towns of Baldwin, Big Flats, Catlin, Erin, Horseheads, Veteran and Cayuta, Counties of Chemung and Schuyler in New York State.

You are hereby commanded:

1. To give notice and start collection on September 1, 2015 (in accordance with the provisions of Section 1322 of the Real Property Tax Law).
2. To give notice that tax collection will end on October 31, 2015.
3. To collect taxes in the total sum of \$35,323,835.00 in the same manner that collectors are authorized to collect town and county taxes in accordance with the provision of Section 1318 of the Real Property Tax Law.
4. To make no changes or alterations in the tax warrant or the attached tax rolls but shall return the same to the Board of Education. The Board may recall its warrant and tax roll for correction of errors or omissions in accordance with the provisions of Section 1316 of the Real Property Tax Law.
5. To forward by mail to each owner of real property listed on the tax rolls within ten days after the start of collection a statement of taxes due on his/her property in accordance with the provisions of Section 922 of the Real Property Tax Law. To forward by mail, without interest penalties, to the office of the county treasurer a detailed tax bill of all state land parcels liable for taxes on the school tax rolls in accordance with provisions of Section 540 and 544 of the Real Property Tax Law.
6. To receive from each of the taxable corporations and natural persons the sums listed on the tax rolls without interest penalties when such sums are paid before the end of the month of the tax collection period. To add two percent interest penalties to all taxes collected during the second month of the tax collection and to account for such sums as income due to the school district.
7. To issue upon request receipts only on forms provided by the school district in acknowledgement of receipt of payments of taxes as required by Section 986 of the Real Property Tax Law.
8. To promptly return the warrant at its expiration and, if any taxes on the tax rolls shall be unpaid at that time, deliver an accounting therefore on forms showing by town the total assessed valuation, tax rate, the total tax levy, the total amounts remaining uncollected as required by Section 1330 of the Real Property Tax Law. The warrant is issued pursuant to Section 910, 912 and 914 of the Real Property Tax Law and is delivered in accordance with Section 1306 and 1318 of this law. It is effective immediately and after it is properly approved by a majority of the Board of Education. The warrant shall expire on the date stated above unless a renewal or extension has been endorsed on the face of this warrant in writing in accordance with Section 1318, subdivision 2, of the Real Property Tax Law.

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

Lynch

Sadler  
Strollo

**MOTION CARRIED**

School Business Administrator Katy Buzzetti brought the 2015-2016 Property Tax Warrant to the Board for Board action. Board Member Warren Conklin stated that the equalization rate makes it substantial more in Erin and Veteran; the Town of Big Flats is going down and Erin's is up 11.27% and the Town of Veteran is 5.75%. Katy stated this is correct. It is part of the formula to build everyone up to the same rate which is the reason for this difference in increases.

**Demographics Contract**

Moved by Dale, seconded by Conklin.

RESOLVED, that the Horseheads Central School District Board of Education approve the Demographics Contract as submitted.

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

Lynch

Sadler  
Strollo

**MOTION CARRIED**

School Business Administrator Katy Buzzetti brought the Demographics Contract to the Board for Board action. Katy stated this agreement is to continue the work on our Building Facility Configuration Study so that we are able to move forward with our Research and look at new boundaries.

Board Member Lisa Christiansen stated at the last meeting there was concern with one of the scenarios and inquired if we will still move forward with that scenario even though we know that we will not be able to use that Option. Why would we want to spend the money and time to research an Option that is not feasible? Is it possible to choose a different one to replace it? Interim Superintendent Dr. Susan Gray stated we will be looking at it demographically which may help clarify the feasibility of both the Pink and the Orange Options and may see that one of them may not work due to transportation. Dr. Gray stated these are the three Options the Board officially approved at this point in time and it was felt since there was Board approval on them, it would be helpful to clarify information around the demographics as we really need to move forward with this Study.

Board Member Warren Conklin stated that Board Member Lisa Christiansen brought up a very valuable concern. The Board approved all three Options that were workable and now it seems we are spending good money for bad. Are we able to change it to just the two Options that are workable? Warren stated it was clear at the last meeting the Orange Option wasn't a workable Option, so why are we studying it? Dr. Gray stated if there were additional staff added to make it more workable then it could be put back on the table and stated the amount in term of savings may not be the total efficiency in savings. Furthermore, the concept of having all of the Elementary students housed in one building(Pre-K-3 in the current Intermediate School and Grades 4-6 in the current Middle School), is not a bad concept, however; it would require additional staff, but this does not mean it is not attainable under any circumstance. The concept of all elementary students on one campus is a good idea to move forward with. Dr. Gray stated it is worthwhile to look at the demographic picture as well as additional information needed while in the decision-making process. Furthermore, Dr. Gray stated two years ago when the Study was started the budget situation was that the District wanted to do whatever we had to do to save every penny and there was an initial list of issues that was brought up that will still need to be considered when a final decision is made. Some issues include traffic flow, bus routes and length of time on a bus, additional staffing, and other programmatic issues that still need to be researched. Dr. Gray noted that these issues could also be an issue for one of the other two Options. Dr. Gray stated once the Consolidation Study with Elmira Heights is resolved and if it is a good vote, it could be another situation, such as starting times would have to be developed for the older and younger children to make sure the transportation would work, the total picture of all Options would be off the table.

**Day Automation Resolution**

Moved by Johnson, seconded by Conklin.

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

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

Christiansen  
 Conklin  
 Dale  
 Jacobus  
 Johnson

Lynch

Sadler  
 Strollo

**MOTION CARRIED**

School Business Administrator Katy Buzzetti brought the Day Automation Resolution to the Board for Board action. Katy stated this is a Contract that is approved by the Board on a yearly basis to continue maintenance of the system.

**Motion to Adjourn**

Moved by Sadler, seconded by Conklin.

RESOLVED, that the Horseheads Central School District Board of Education adjourn from its' Special Business Meeting of the Board of Education at 8:30 AM.

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

Christiansen

Conklin

Dale

Jacobus

Johnson

Lynch

Sadler

Strollo

MOTION CARRIED

Respectfully Submitted By:

*Candy L. Maine,*

Candy L. Maine, District Clerk

