

Highland Central School District

**AGENDA**

Board of Education Workshop Meeting

Tuesday, January 8, 2013

6:00 Executive Session Pending on Board Approval

7:00 pm Regular Meeting held in the High School Cafeteria



**EXECUTIVE SESSION: PENDING ON BOARD APPROVAL**

BE IT RESOLVED, that the Board of Education of the Highland Central School District conduct an Executive Session to discuss:

- Collective Negotiations pursuant to Article 14 (Taylor Law) of the Civil Service Law;
- The Medical, financial or credit, employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENTS:**

Any topic related to the agenda may be addressed except for personnel or specific student issues.

*The school board encourages public participation at its meetings. To allow for efficiency in conducting meetings and to give each speaker a fair opportunity to present his/her views the following shall apply to the public speaking portion of the agenda.*

- Each speaker shall state their name;
- Any questions/concerns be submitted in writing with speaker's contact information (name/address/phone number);
- Each speaker shall be limited to a time agreed upon by the Board;
- The Board will not permit discussion involving individual personnel or students;
- Direct all remarks to chair. Community members may not poll individual Board members nor debate other community members in attendance.

*Members of the community are encouraged to also present their comments in writing. Undue interruption or other interference with the orderly conduct of the Board of Education business will not be allowed. Defamatory or abusive remarks are always out of order.*

**SPECIAL PRESENTATION**

Barry Ranalli will present proposal for the Middle School Boston Trip

**ACCEPTANCE OF REPORTS:**

BE IT RESOLVED that the Board of Education acknowledges reviewing the following reports:

- a) Board of Education Meeting Minutes – December 18, 2012

**CURRICULUM AND INSTRUCTION:**

- a) Director's Report - Each month the Director's will provide the board with an update.

**PERSONNEL:**

- a) Resignation

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignation from the following individuals:

Debra Frederick  
Position: Food Service Worker  
Effective Date: December 22, 2012

Barbara Phillips  
Position: School Tax Collector  
Effective Date: January 2, 2013

- b) Appointment

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of the following individuals:

Linda Pampinella  
Position: Food Service Worker  
Salary: Grade 1, Step 1, \$10.59/hr  
Effective Date: January 2, 2013  
Probation Period: January 2, 2013 – July 2, 2013  
Purpose: Replacing Donna Carroll

Alicia Reina  
Position: Mentor  
Effective Date: January 2, 2013

Carly Jacobsen  
Position: Secretary to the Superintendent of Schools  
Salary: \$55,806 (pro-rated)  
Effective Date: December 1, 2012

Probation Period: December 1, 2012 – June 1, 2013  
Purpose: Replacing Lynn Felten

c) Request for Leave

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following individual for a request of leave:

Susan Cardona  
Position: Middle School Teacher  
Effective Date: On or about January 2, 2013 – February 27, 2013  
Reason: Medical Leave

Sara Fisher  
Position: Elementary School Teacher  
Effective Date: On or about May 31, 2013 – June 21, 2013  
Reason: Maternity Leave

d) Leave Replacement

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following leave replacements for the following individuals with an Emergency Conditional Appointment consistent with SAVE legislation requirements:

Courtney Neenan  
Position: Middle School Teacher  
Salary: BA Step 1; \$43,945 (pro-rated)  
Effective Date: On or about January 2, 2013 – February 27, 2013  
Purpose: Leave replacement for Susan Cardona

Lisa Rogers  
Position: Elementary School Teacher  
Salary: MA Step 1: \$47,175 (pro-rated)  
Effective Date: On or about February 6, 2013 – March 20, 2013  
Purpose: Leave replacement for Rebecca Dudar

Heather Finn  
Position: Elementary School Teacher  
Salary: MA Step 1: \$47,175 (pro-rated)  
Effective Date: On or about February 20, 2013 – June 21, 2013  
Purpose: Leave replacement for Laura Finch

Rosanne Moran  
Position: Elementary School Teacher  
Salary: MA Step 1: \$47,175 (pro-rated)  
Effective Date: On or about March 4, 2013 – May 3, 2013

Purpose: Leave replacement for Jessica Compain  
Nicole Morales  
Position: Elementary School Teacher  
Salary: BA Step 1: \$43,945 (pro-rated)  
Effective Date: On or about May 31, 2013 – June 21, 2013  
Purpose: Leave replacement for Sara Fisher

**BUSINESS AND OPERATIONS:**

a) **Health & Welfare Contract – City of Newburgh**

BE IT RESOLVED that based upon the recommendation of the Superintendent of Schools the Board of Education approves the 2012-2013 Health and Welfare Contract for three students at a cost of \$629.41 per student for a total of \$1,888.23 with the Newburgh Enlarged City School District and authorize the Board President and District Clerk to execute the contract.

**STUDENT REPRESENTATIVE COMMENTS** – Nikhil Tikoo

**SUPERINTENDENT COMMENTS:**

**BOARD OF EDUCATION:**

**New Business:**

- a) Correspondence – Any correspondence received by the Board may be discussed.
- b) Future BOE Agenda Items

**Old Business:**

- a) Board Goals
  - 1) Improving Building Facilities;
  - 2) Education Improvement;
  - 3) Improving Community Relations;
  - 4) Improving Fiscal Fitness
- b) NYSSBA Membership - Discussion

**PUBLIC COMMENTS:**

Any topic related to the agenda may be addressed except for personnel or specific student issues.

**EXECUTIVE SESSION: Anticipated upon Board approval**

BE IT RESOLVED, that the Board of Education of the Highland Central School District conduct an Executive Session to discuss the following topics:

- 1. \_\_\_\_\_ Matters which will imperil the public safety if disclosed;


Jan 8, 2013 agenda

2. \_\_\_\_ Any matter which may disclose the identity of law enforcement agent or informer;
3. \_\_\_\_ Information relating to current or future investigations or prosecution of criminal offices, which would imperil effective law enforcement if disclosed;
4. \_\_\_\_ Discussions regarding proposed, pending, or current litigation;
5.  Collective Negotiations pursuant to Article 14 (Taylor Law) of the Civil Service Law;
6.  The Medical, financial or credit, employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;
7. \_\_\_\_ The preparation, grading or administration of examinations;
8. \_\_\_\_ A proposed acquisition, sale, or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof.

**ADJOURNMENT**



HIGHLAND CENTRAL SCHOOL DISTRICT  
INTRADISTRICT COMMUNICATION

To: Ms. Deborah Haab, Superintendent of Schools  
From: Ms. Maria McCarthy, Food Service Director   
Date: December 13, 2012  
Subject: November 2012 – Activity Report for Foodservices

A) Highlights:

1. The required Federal Verification Audit of the free/reduced meal applications has been submitted to the State Education Department.
2. Our Thanksgiving meal was served on Thursday, November 15<sup>th</sup>. We served 969 complete holiday meals.
3. As a result of the Healthy, Hunger Free Act of 2010, there has been many changes that have taken place. These changes were mandated to begin with the opening of school, September 2012. The first set of changes is to the lunch program. On November 27<sup>th</sup>, two representatives from the high school Building Level Team spent time with the students during lunch to discuss their knowledge, thoughts and opinions in regard to the new meal regulations. PLEASE NOTE: As of December 7<sup>th</sup>, there have been modifications made to the new regulations. For the rest of this school year, the 'maximum amount' of grain and protein we are allowed to offer has now been lifted. This will give us more flexibility on our offerings. However, we must still stay within the calorie range for each age group. We cannot exceed the maximum calorie limit. Although this informal survey occurred before the modifications were made, the students comments and opinions are still relevant. I would like to thank the Building Level Team for taking the time to gather the information from the students. The feedback is very much appreciated.

B) Meal Counts:

- 1) Breakfast – average meal count is now averaging 275 per day. The highest breakfast count was 315. These figures only include reimbursable meals, not a la carte sales. Participation was 15%. There were 18 serving days.
- 2) Lunch – average meal count is now 955 per day. The highest lunch meal count was 1024 per day. Participation was 52.6%. There were 17 serving days.

If you need further information, please contact my office.





# HIGHLAND CENTRAL SCHOOL DISTRICT

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Business Office, 320 Pancake Hollow Road, Highland, New York 12528  
Phone: (845) 691-1008 ~ Fax: (845) 691-1003

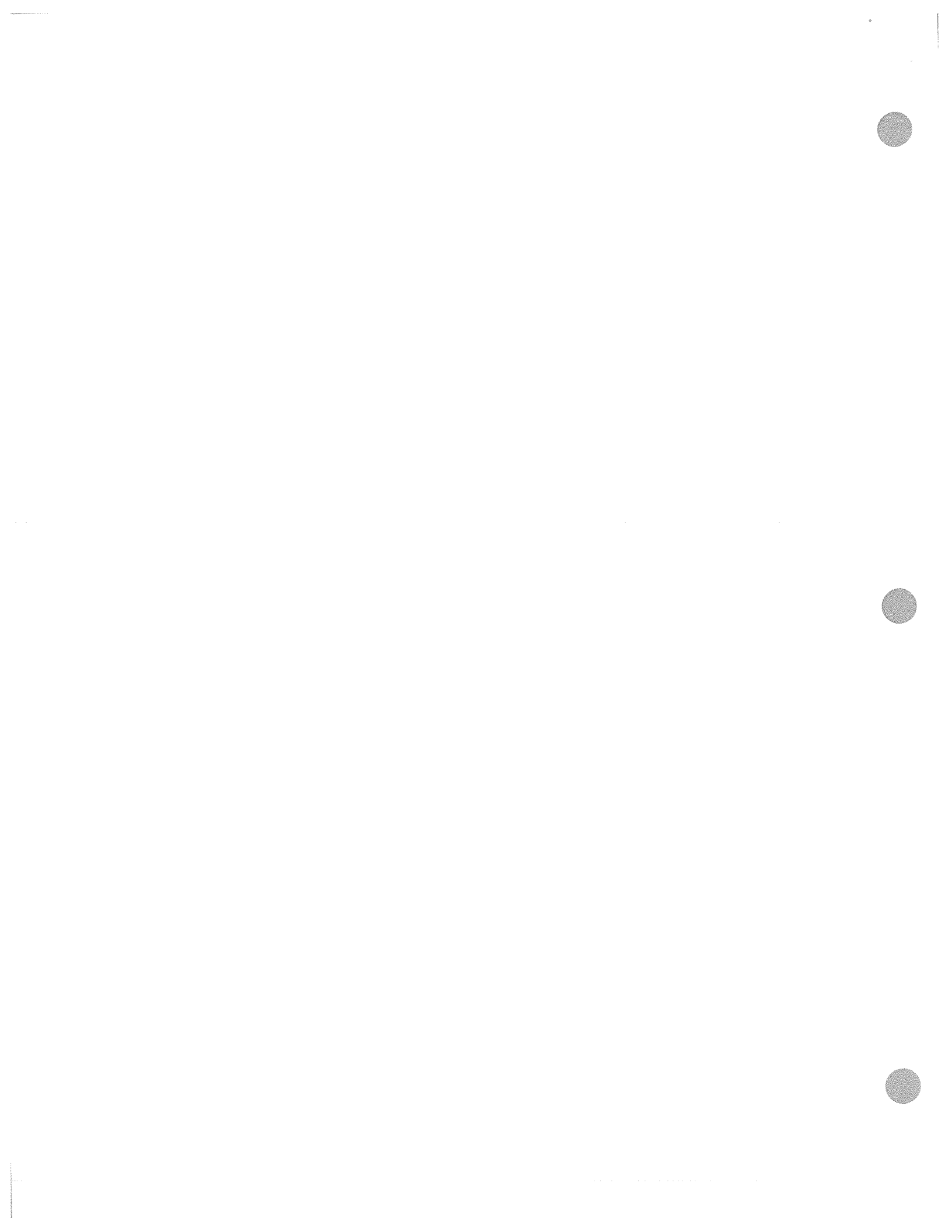
**TO:** Deborah Haab, Superintendent of Schools  
**FROM:** Louise M. Lynch, School Business Administrator  
**DATE:** December 14, 2012  
**RE:** **City of Newburgh ~ Health & Welfare Contract**

*Louise M Lynch*

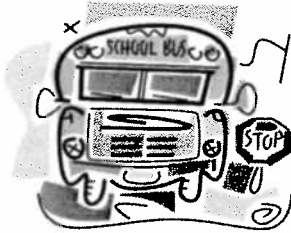
The District is in receipt of the 2012-13 health & welfare contract from the Newburgh Enlarged City School District for services for resident students of the Highland Central School District. Pursuant to Education Law §912, the District of origin is responsible to reimburse for health & welfare services to the District where the students are attending.

Please have the Board of Education adopt the following resolution.

***BE IT RESOLVED*** that based upon the recommendation of the Superintendent of Schools the Board of Education approve the 2012-13 health & welfare contract for three students at a cost of \$629.41 per student for a total of \$1,888.23 with the Newburgh Enlarged City School District and authorize the Board President and District Clerk to execute the contract.



**TRANSPORTATION DEPARTMENT  
HIGHLAND CENTRAL SCHOOL DISTRICT**



TO: Deborah Haab  
Roseann Bayne  
FROM: Debbie Tompkins  
RE: Report to BOE 1.04.2013

1. The transportation Department has been busy working on the new driver /attendant files required by the State Education Department. ( See Attached )
2. An Inventory has been completed on our bus cameras indicating that our buses are in dire need of an upgrade or a new system. We currently have four different camera systems the oldest being VHS, eleven to be exact, with only two working. Fourteen vehicles do not have any camera system and six buses with digital systems do not work. Attached is an inventory sheet of every bus with its current camera system. Transportation has been working with the Technology Department to research a new system that would help to provide our district students with safe transportation.
3. On January 22<sup>nd</sup> drivers and attendants will have their two hour mandatory refresher class. The topic will focus on hazard, harm and risk.

***School Bus Safety is ..... One bus stop at a time***



**HIGHLAND CENTRAL SCHOOL DISTRICT  
TRANSPORTATION DEPARTMENT**

**2012 - 2013**

| BUS# | CAMERA TYPE    | DEVICE | does devise work | BUS# | CAMERA TYPE    | DEVICE | does devise work | BUS# | CAMERA TYPE   | DEVICE        | does devise work | BUS# | CAMERA TYPE | DEVICE |
|------|----------------|--------|------------------|------|----------------|--------|------------------|------|---------------|---------------|------------------|------|-------------|--------|
| 113  | None           | N/A    | NO CAMERA        | 135  | N/A            | N/A    | NO CAMERA        | 152  | Safety Vision | Safety Vision | NO CAMERA        | 156  | SEON        | DTS    |
| 114  | None           | N/A    | NO CAMERA        | 136  | N/A            | N/A    | NO CAMERA        | 153  | Safety Vision | Safety Vision | NO CAMERA        | 157  | SEON        | DTS    |
| 115  | None           | N/A    | NO CAMERA        | 137  | Silent Witness | VHS    | NO CAMERA        | 154  | Safety Vision | Safety Vision | NO               | 158  | SEON        | DTS    |
| 117  | None           | N/A    | NO CAMERA        | 138  | Silent Witness | VHS    | NO CAMERA        | 155  | Safety Vision | Safety Vision | YES              | 159  | None        | N/A    |
| 119  | None           | N/A    | NO CAMERA        | 139  | Silent Witness | VHS    | NO CAMERA        | 160  | Safety Vision | Safety Vision | NO               | 161  | SEON        | DTS    |
| 120  | Safety Vision  | VHS    | YES              | 140  | Silent Witness | VHS    | YES              | 162  | None          | None          | NO               |      |             |        |
| 123  | None           | N/A    | NO CAMERA        | 141  | Silent Witness | VHS    | NO CAMERA        |      |               |               |                  |      |             |        |
| 124  | None           | N/A    | NO CAMERA        | 142  | Silent Witness | VHS    | NO CAMERA        |      |               |               |                  |      |             |        |
| 125  | None           | N/A    | NO CAMERA        | 143  | Silent Witness | VHS    | NO CAMERA        |      |               |               |                  |      |             |        |
| 126  | N/A            | N/A    | NO CAMERA        | 144  | N/A            | N/A    | NO CAMERA        |      |               |               |                  |      |             |        |
| 127  | None           | N/A    | NO CAMERA        | 145  | Silent Witness | DTS    | NO CAMERA        |      |               |               |                  |      |             |        |
| 128  | Safety Vision  | DTS    | NO               | 146  | Silent Witness | DTS    | NO               |      |               |               |                  |      |             |        |
| 129  | Safety Vision  | DTS    | NO               | 147  | Silent Witness | DTS    | NO               |      |               |               |                  |      |             |        |
| 131  | Silent Witness | VHS    | NO               | 148  | COURRIER       | N/A    | NO CAMERA        |      |               |               |                  |      |             |        |
| 132  | Silent Witness | VHS    | NO               | 149  | None           | N/A    | NO CAMERA        |      |               |               |                  |      |             |        |
| 133  | Safety Vision  | VHS    | NO               | 150  | Safety Vision  | DTS    | YES              |      |               |               |                  |      |             |        |
| 134  | Silent Witness | VHS    | NO               | 151  | Safety Vision  | DTS    | YES              |      |               |               |                  |      |             |        |

DTS = Digital Tape System

NOTE: Bus# 141 has NO Recording devise in the BOX

NOTE: **SUBURBAN**

NOTE: **30 PASSENGERS OR LESS**

