

March 26, 2013

Highland Central School District

# **AGENDA**

## Special Board of Education Meeting

Tuesday, March 26, 2013

6:00 Executive Session (Based on Board Approval)

7:00 pm Open Session to be held in High School Cafeteria

### **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:

- 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 COMMENT**

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**

1) FUTURES, Inc.

Presentation on HCSD Special Education Program

### **BOARD OF EDUCATION**

#### **New Business:**

- 1) Date Change of Board Meeting  
Scheduled Board meeting of April 2, 2013 to be changed to Tuesday, April 9, 2013
- 2) Proposed Ulster County BOCES Budget for 2013-2014
- 3) Correspondence – Any correspondence received by the Board may be discussed.



March 26, 2013

4) Future BOE Agenda Items

**Old Business:**

1) Security Cameras for all School Buses Proposition

BE IT RESOLVED that the following proposition be placed on the ballot at the Annual Meeting of the qualified voters of the Highland Central School District, to be conducted on May 21, 2013, when the polls will be open for the purpose of voting by voting machine on the following proposition:

PROPOSITION

“Shall the Board of Education of the Highland Central School District, Ulster County, New York, be authorized to purchase security cameras, including accessories and installation, for all school buses, at a maximum estimated cost of \$200,000, and that the sum of \$200,000 or so much thereof as may be necessary, shall be raised by the levy of a tax upon the taxable property of said School District and collected in annual installments; and in anticipation of such tax, obligations of said School District shall be issued?”

AND BE IT FURTHER RESOLVED, that the School District Clerk is hereby authorized and directed to publish this proposition in the designated newspapers four (4) times in the seven (7) weeks prior to the Annual Meeting in accordance with Section 2004 of the Education Law.

2) BOCES Infrastructure Installment Purchase Agreement (IPA)

BE IT RESOLVED that based upon the recommendation of the Superintendent of Schools, the Board authorize the district to enter into an IPA in the amount of \$216,000 to afford infrastructure improvements.

3) Selective Classification – Follow-Up Discussion

4) Budget

Discussion regarding 2013-2014 budget.

**PUBLIC COMMENT**

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:

- 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

**ADJOURNMENT**



# HIGHLAND CENTRAL SCHOOL DISTRICT

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  
Carol Potash, Director of Technology *LM Lynch*

**DATE:** March 21, 2013

**RE:** **Recommend BOCES Infrastructure Installment Purchase Agreement (IPA)**

In January 2013, the Support Services Committee discussed the need for infrastructure improvements to maintain the district's use of technology. Additionally, the need for improvements to our infrastructure was discussed at the Board level on November 6<sup>th</sup>, 2012.

This infrastructure improvement is integral to technology-related projects that the district may wish to pursue amongst other initiatives. Currently there is demand for better door systems, new productivity platforms, increased video surveillance, wireless access, and other projects such as phone replacements. Without this infrastructure improvement, the district will not be able to manage additional demands on our existing system. The upgrade would afford the district more options for several other aging systems, as well.

The district has sought pricing for infrastructure improvements in the amount of \$216,000 to be completed by Annese. By utilizing an IPA, Installment Purchase Agreement, through Ulster BOCES, the district can structure the funding in an affordable manner by spreading out the cost over the next five years. The funding is included in the 2013-14 draft budget within the technology section of the budget.

Please have the Board pass a resolution on March 26 to the following effect:

**BE IT RESOLVED** that based upon the recommendation of the Superintendent of Schools, the Board authorize the district to enter into an IPA in the amount of \$216,000 to afford infrastructure improvements.



**INSTRUCTIONAL SERVICES**  
**Allison Dodd**  
*Supervisor, Educational Technology*

175 Route 32 North • New Paltz, NY 12561  
 Telephone: 845-255-1402 X1259 • Facsimile: 845-255-3836  
 Email: adodd@ulsterbooces.org • www.ulsterbooces.org

March 15, 2013

Ms. Louise Lynch  
 Business Administrator  
 Highland Central School District  
 320 Pancake Hollow Rd.  
 Highland, NY 12528

Dear Louise,

As a follow up to my February 22, 2013 proposal, you have confirmed that Highland is interested in entering into a 5 year (60 month) Installment Purchase Agreement (IPA) with Ulster BOCES.

In the 2012-2013 Final Service Request, your district allocated \$40,000 in 525.000. Inclusive of March 2013, Ulster BOCES will have billed Highland a total of \$32,000. As per your request, this \$32,000 will be utilized to decrease the amount of the requested IPA (\$216,000 minus \$32,000). As such, the total amount of your district's requested IPA will be \$184,000. The remaining \$8,000 of Highland's original Request, to be billed April 2013 and May 2013, will be applied to your IPA payments.

- **5 Year IPA:** Based on purchasing of \$184,000 your annual payment is estimated to be \$39,198.12 and will be prorated depending on your closing date. The prevailing interest rate is 3.26% and is subject to change on the date of the closing.

Highland's \$32,000 and IPA will be utilized to fund the following project.

Description	Cost
Equipment & Installation (based on quote #ANEQ14372)	\$206,997.00
Project Management (Installation planning, coordination, oversight & support)	\$5,250.00
Administrative Fee (including purchasing process & inventory)	\$3,003.00
Legal Fee	\$750.00
<b>Total</b>	<b>\$216,000.00</b>

To initiate this project, budget amendment and related IPA please authorize the attached Budget Amendment and forward with an approved Board Resolution. Receipt of authorization will initiate the project including the district's willingness to directly receive the equipment, provide ample space for Ed Tech personnel to perform inventory procedures and be responsible for the equipment's security. A planning meeting will be scheduled to review the Scope of Work and determine roles and responsibilities. Upon Ulster BOCES Board approval, the IPA will be formalized and purchasing will commence. If you have any questions or concerns, please feel free to call me at 255-1402x1269.

Sincerely,

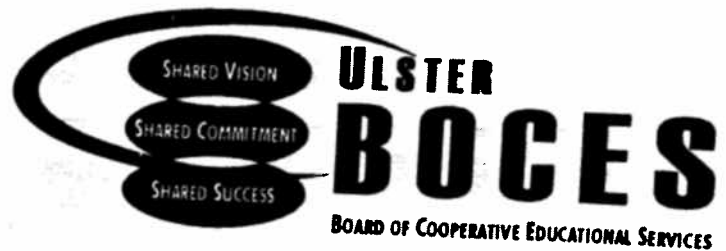
Allison Dodd

cc. Charles Khoury, Laurie Cassel, Jerry Callahan, Jane Bullows  
 Deborah Haeb, Roseann Bayne, Carol Potash

**BRINGING ULSTER COUNTY SCHOOLS TOGETHER TO ENHANCE TEACHING & LEARNING**  
 Ellenville Central Schools • Highland Central Schools • Kingston City Schools • New Paltz Central Schools •  
 Ontario Central Schools • Randout Valley Central Schools • Saugerties Central Schools • Wallkill Central Schools • West Park Union Free School

OFFICE OF THE ASSISTANT  
SUPERINTENDENT FOR ADMINISTRATION  
Jerome F. Callahan

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## Memorandum

To: Superintendents of Schools  
School Business Officials  
From: Jerry Callahan  
Date: March 21, 2013  
Re: Proposed Ulster County BOCES Budget for 2013-14  
CC: Dr. Charles Khoury  
Dr. Laurie Cassel

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Attached please find a sufficient number of copies of the Proposed Ulster County BOCES Budget for 2013-2014 for distribution to members of your Board of Education and Central Office Administrators. Education Law §1950 requires BOCES throughout the State to distribute copies of the proposed BOCES budget to individual Board members in each component school district no later than ten days preceding the annual meeting. Please distribute a copy of the Proposed Ulster County BOCES Budget for 2013-2014 to each Board member in your district no later than Monday, March 25, 2013 in order to ensure compliance with this section of the law.

- Our annual meeting will be held at the Career & Technical Center located in Port Ewen on Thursday, April 4, 2013, commencing at 6:30 p.m. Attendance by Superintendents, Business Officials and Board of Education Members is anticipated. We look forward to your presence.
- All Ulster County BOCES' Boards of Education will convene on Wednesday, April 24, 2013 for the purpose of voting on the Ulster County BOCES administrative budget for 2013-14 and voting on Board of Education nominees. Results are to be communicated by the Board Clerk of each District to the Board Clerk at Ulster County BOCES as soon as possible after the vote.
- We will advise shortly when you'll be able to access WinCap for the purpose of completing your Final Services Request Form (FSR) for 2013-14 online. Please note that the signed, original last page of the FSR must be submitted to the Business Office no later than Wednesday, May 1, 2013.

If you have any questions or concerns regarding the BOCES Budget, completing the FSR online or calendar of events, please contact my office at your earliest convenience. Thank you for your attention to this matter.

atts.





**SUBJECT: SELECTION/CLASSIFICATION CRITERIA AND PROCEDURES**

The New York State Education Department and the New York State Public High School Athletic Association endorse a selection/classification system whereby middle school students can qualify for high school athletic programs after a screening process to determine their readiness (physical maturity, fitness and skill) to compete in interscholastic athletic competition. The intent of the Highland Central School District athletic program, when all criteria are met, is to provide students in grades 8-12 an opportunity to participate at an appropriate level of competition based on readiness rather than based solely on age and grade. In the Highland Central School District the selection/classification screening process shall be used sparingly and only for those students who display an exceptional aptitude and skill for a particular sport.

1. **Eighth graders only** (with certain criteria listed below) may qualify, using the selection/classification process to try out for **junior varsity** programs where a modified, junior varsity and varsity level program exists in the district for the sport of interest
2. **Eighth graders** (with certain criteria listed below) may qualify, using the selective/classification process for **varsity level** programs where no modified or junior varsity programs exist in the district as long as it is a non-contact sport (e.g. swimming, cross country, bowling, tennis, and golf)

**Criteria**

- Students must meet all of the state mandated criteria for readiness including physical maturity, fitness, and skill.
- Students must also meet additional academic and behavioral/emotional maturity criteria to be considered for the selection/classification process:
  - Students must have a "B" average or above (80 or higher) in their core academic courses
  - Students must submit a behavioral/emotional maturity recommendation form from a current building administrator, guidance counselor, or teacher who is not the coach of the sport that child is interested in trying out for.
- If an 8<sup>th</sup> grade student has qualified for a try out and made a junior varsity level team, they may not be elevated to the varsity level sport during their 8<sup>th</sup> grade school year.
- If a student in 8<sup>th</sup> grade has reached the chronological age of 15 years old prior to September 1, they are eligible to participate on high school athletic teams without being processed through the selection/classification screening procedure.

(Continued)

**SUBJECT: SELECTION/CLASSIFICATION CRITERIA AND PROCEDURES  
(Cont'd)**

- Selection/classification screening is not to be used to: fill positions on a team when interest in the sport is lacking; reward a student; provide additional experience; or provide a place for middle school students when no **modified** program exists.
  - Participation on any athletic team is a privilege, not a right. If a student who has been selectively classified to participate at an advance level does not continually meet the behavioral and academic criteria set forth in this document, they may be removed from the high school level team.
3. Highland CSD will not be utilizing the following items from the New York State Selection Classification Program for interschool Athlete Program Guide dated March 2005:
    - a. Special Approval Request Application
    - b. Special Case Physician Forms for both Boys and Girls
  4. Highland CSD has modified Attachment F (Athletic Performance Testing Instructions for the Tester) as shown in the New York State Selection Classification Program for Interscholar Athlete Program Guide dated March 2005 to limit the number of times items can be retested.

Policy: 7461

Proposed: 9/6/11

Reviewed by District Counsel (David Shaw): 8/26/09

Initial Adoption: 10/18/11

Replaces Policy #7460

## Possible amendment language for:

### Board of Education Policy 7461 Selection/Classification Criteria and Procedures

#### Current Language:

1. **Eighth graders only** (with certain criteria listed below) may qualify, using the selection/classification process to try out for **junior varsity** programs where a modified, junior varsity and varsity level program exists in the district for the sport of interest.
2. **Eighth graders** (with certain criteria listed below) may qualify, using the selection/classification process for **varsity level** programs where no modified or junior varsity programs exist in the district as long as it is a non-contact sport (e.g. swimming, cross country, bowling, tennis and golf).

#### Possible Revisions:

2. **Eighth graders** (with certain criteria listed below) may qualify, using the selection/classification process for **varsity level** programs where no **junior varsity level** programs exist in the district. The student must meet the state mandated criteria for readiness for varsity-level competition.
2. **Eighth graders** (with certain criteria listed below) may qualify, using the selection/classification process for **varsity level** programs where **no modified and/or junior varsity level** programs exist in the district. The student must meet the state mandated criteria for readiness for varsity-level competition.
2. **Eighth graders** (with certain criteria listed below) may qualify, using the selection/classification process for **varsity level** programs where no **junior varsity level** programs exist in the district. The student must meet the state mandated criteria for readiness for varsity-level competition. This policy amendment expires June 30, 2013 and then reverts back to the original language of Board Policy 7461 adopted 10/18/2011.
2. **Eighth graders** (with certain criteria listed below) may qualify, using the selection/classification process for **varsity level** programs when a **junior varsity level** program no longer exists for a sport that **had** junior varsity competition in the previous competitive season. The student must meet the state mandates criteria for readiness for varsity-level competition.

