

**Highland Central School District**

**MINUTES**

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: (6:05 pm)**

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

- 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.

**Motion made by Mike Bakatsias to enter Executive Session; Seconded by Tom Miller.  
Motion carried with a 7-0 vote.**

**Motion made by Debbie Pagano to return to Open Session at 7:08 pm; Seconded by Kim Sweeney. Motion carried with a 7-0 vote.**

**ATTENDEES**

Board Members Present: Alan Barone, Sue Gilmore, Tom Miller, Kim Sweeney, Debbie Pagano, Mike Bakatsias, Mike Reid

Administrators/Directors Present: Deborah Haab, Superintendent of Schools; Roseann Bayne, Assistant Superintendent of Schools; Louise M. Lynch, Business Administrator; Pete Ferguson, Athletic Director; Debbie Tompkins, Assistant Director of Transportation

Student Representative Present: Nikhil Tikoo

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE (7:08 pm)**

**PUBLIC COMMENTS**

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

**SPECIAL PRESENTATION**

Barry Ranalli presented itinerary for the 8<sup>th</sup> grade class trip to Boston on May 16<sup>th</sup>-17<sup>th</sup> .

- Susquehanna Trailways will provide transportation and will be inspected the night before by the Highland bus transportation.
- Cost is \$325.00 per student / \$380.00 per chaperone
- Final payment has been changed from March 1 to April 1<sup>st</sup>
- For the first time this year a candy box fundraiser will take place (Board approved)

The Board had the following questions/comments/questions:

- What is the percentage of students that participate – average 70%
- Is trip insurance offered – No
- Final payment due – April 1<sup>st</sup>
- Are scholarships offered – Yes based on individual requests and needs
- Fundraising – For now the sales from the school store are offsetting the cost
- Who benefits from fundraising, for example candy box sales student or group– discussion to follow with advisors.

#### **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

**Motion made by Mike Reid; Seconded by Mike Bakatsias: Discussion: Sue Gilmore requested revised minutes to reflect her inquiry for Dan Seyler-Wetzel about a possible racism incident at middle school.**

**Motion carried unanimously with a 7-0 vote.**

#### **CURRICULUM AND INSTRUCTION:**

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

**The Board had the following questions/comments/concerns: None at this time.**

#### **PERSONNEL:**

**Motion made by Mike Bakatsias to move personnel items “a-d” as a block; Seconded by Tom Miller; Discussion:**

- **Mentor position requires individual to have been granted tenure**
- **Mentor position is effective from December till June / \$100.00 per month pro-rated**
- **Food Service Worker position will be replaced;**
- **The Board acknowledges and thanks Barbara Phillips for her many years of dedicated services as the Tax Collector the district.**

**Motion carried unanimously with a 7-0 vote.**

- 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: December 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

e) **RESOLUTION TO APPROVE STIPULATION OF SETTLEMENT**

BE IT RESOLVED, that the Board of Education hereby approves the terms of a Stipulation of Settlement in the Matter of Employee No. 110612 and authorizes the Superintendent of Schools to execute such Stipulation of Settlement on behalf of the District. A copy of said Stipulation of Settlement shall be incorporated by reference within the minutes of this meeting.

**Motion made by Kim Sweeney; Seconded by Mike Bakatsis; Discussion: None;  
Motion carried unanimously with a 7-0 vote.**

**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.

**Motion made by Mike Reid; Seconded by Mike Bakatsias; Discussion: Sue Gilmore asked if this was a common practice – yes. Motion carried unanimously with a 7-0 vote.**

**STUDENT REPRESENTATIVE COMMENTS**

The following are topics that student representative Nikhil Tikoo discussed:

- Suggestion locker has been approved and the designated locker is C27. Plans for a design are currently being developed by students.
- Responding to Mike Bakatsias concern of heavy backpacks carried by students (December 18<sup>th</sup> board meeting); students felt there was limited time between classes which prevents locker use.
- Feelings from students have been mixed in regards to an armed security officer located in building.

**SUPERINTENDENT COMMENTS:**

The following are topics that Superintendent Deborah Haab discussed:

- Official letter of approval has been received from SED congratulating Highland Central School District for meeting the APPR criteria. Thanks to the Assistant Superintendent, Roseann Bayne for her many dedicated hours.
- Continually working on security measures. Currently, security officers are following a temporary role until an approved permanent plan takes place. Sean McCutcheon is temporarily in elementary school which is being funded by Town of Lloyd. He is armed and in uniform.
- Currently working on a new visitor sign-in system;
- Superintendents from various districts will be meeting Thursday to discuss safety issues in schools;
- Sue Gilmore will be attending the Ulster County School Board Association meeting on Thursday, January 10<sup>th</sup> ;
- Meeting scheduled, as of today's date, tentatively for Tuesday, January 15<sup>th</sup> with the Town of Lloyd Supervisor;
- Tentative meeting with Support Services to be scheduled at end of January. Board members were asked for available dates.

The Board had the following questions/concerns/comments:

- Discussion took place regarding security officers being armed in buildings. Deborah Haab reiterated that the Board has not taken any formal action regarding armed security personnel. The Board is continually discussing safety issues and prior to any permanent plan being in place the Board will have to approve the language if a contract was established.

- Courtesy of Town of Lloyd an armed officer, Officer McCutcheon, is stationed at the elementary school on a short temporary basis.
- In the past a SRO was assigned to high school that was provided by a grant. Part of his uniform was to carry firearm.
- Sue Gilmore acknowledged and congratulated the approval of APPR;
- Discussion about safety personnel continues to take place;
- Meeting to take place with Town Supervisor and Town of Lloyd Chief of Police in regards to a direction for the remainder of school year.

### **BOARD OF EDUCATION:**

#### **a) Wrestling Team Member**

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves Aidan Matthews as a Marlboro wrestling team of one, to practice with the Highland High School Wrestling team for the 2012-2013 season.

This resolution is for the 2012-2013 season only. Any and all liability and expenses for the Marlboro wrestling team member will be borne exclusively by the Marlboro Central School District. This resolution shall not be construed as a wrestling team merger between the Highland Central School District and the Marlboro Central School District.

**Motion made by Kim Sweeney; Seconded by Debbie Pagano; Discussion: Pete Ferguson, Athletic Director, explained that this mentioned student is a Marlboro student who is “shadowing” the Highland High School wrestling team. Board members inquired about student following Highland’s Code of Conduct and if student will be travelling and participating with team. It was explained student will follow Highland’s Code of Conduct and student is expected to travel and participate in Highland’s matches and/or tournaments. Keep in mind this mentioned student will be known as a Marlboro wrestling team member.**

**Motion carried unanimously with a 7-0 vote.**

### **New Business:**

#### **a) Correspondence**

Sue Gilmore acknowledged Christine Downs email regarding school safety. She expressed how informative the information is and asked Superintendent if this could be passed along to personnel.

#### **b) Future BOE Agenda Items**

- Board meeting rescheduled from January 15<sup>th</sup> to January 22<sup>nd</sup>.
- Executive Session discussing HELPA negotiations to be rescheduled

- Tentative date scheduled for an Executive Session to be scheduled January 15<sup>th</sup> to meet with Town of Lloyd

**Old Business:**

a) Board Goals

- 1) Improving Building Facilities;
- 2) Education Improvement;
- 3) Improving Community Relations;
- 4) Improving Fiscal Fitness

Mike Bakatsias requested items mentioned from the Board Workshop meeting that was held in October and the Roundtable meeting held in November be included in upcoming board packet for review. This is to prepare the framework for budgetary decisions.

b) NYSSBA Membership

After discussion it was decided that the board will participate with NYSSBA at a “non-member” fee for the remaining 2012-2013 school year. The membership fee will be revisited for the 2013-2014 school year.

c) Business

Louise Lynch distributed preliminary budget for Board review. Future discussion to be held in upcoming Board meeting.

**PUBLIC COMMENTS:**

None at this time

**ADJOURNMENT (8:20 pm)**

**Motion made by Sue Gilmore to enter Executive Session; Seconded by Mike Bakatsias; Motion carried with a 7-0 vote.**

**EXECUTIVE SESSION: (8:25 pm)**

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;
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 offenses, which would imperil effective law enforcement if disclosed;
4. \_\_\_\_ Discussions regarding proposed, pending, or current litigation;
5.   x   Collective Negotiations pursuant to Article 14 (Taylor Law) of the Civil Service Law;
6.   x   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.

**Motion made by Mike Reid to return to Open Session; Seconded by Debbie Pagano; Motion carried with a 7-0 vote at 9:30 pm.**

**PERSONNEL**

**EMPLOYMENT AGREEMENT**

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the employment agreement for Carly Jacobsen, Secretary to the Superintendent of Schools, effective December 1, 2012.

**Motion made by Mike Bakatsias; Seconded by Debbie Pagano; Motion carried unanimously with a 7-0 vote.**

**ADJOURNMENT (9:43 pm)**

**Motion made by Tom Miller to adjourn; Seconded by Debbie Pagano; Motion carried with a 7-0 vote at 9:43 pm.**

Minutes respectfully submitted by,

Lisa M Cerniglia  
District Clerk