

Highland Central School District

**MINUTES**

Board of Education Meeting

**Tuesday, July 31, 2012**

6:00 pm Anticipated Executive Session in District Office

7:00 pm Regular Meeting held in the Jack J. Mesquita Library Media Center



PLEASE NOTE BOARD MEETING WAS LIVESTREAM

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

Administrators Present: Deborah Haab, Superintendent of Schools; Roseann Bayne, Assistant Superintendent; Louise M. Lynch, Business Administrator (Interim), Daniel Seyler-Wetzel, Middle School Principal

**ANTICIPATED MOTION TO GO INTO EXECUTIVE SESSION**

BE IT RESOLVED, that the Board of Education of the Highland Central School District conduct an Executive Session to discuss the HAA and HELPA negotiations pursuant to Article 14 (Taylor Law) of the Civil Service Laws.

Motion made by Sue Gilmore to exit Executive Session and proceed with scheduled board meeting; Seconded by Kim Sweeney; Motion carried unanimously with a 7-0 vote.

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Board President Alan Barone called the meeting to order at 7:10 pm. The Pledge of Allegiance was recited.

**PUBLIC COMMENTS:**

- New protocol for Public Comments will be in effect as of August 7<sup>th</sup>. This new protocol will ensure questions to be answered correctly and in a timely matter. The new added item states the following: “*Any questions/concerns be submitted in writing with speaker’s contact information (name/address/phone number);*”

No public comment at this time.

**ACCEPTANCE OF REPORTS:**

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

- a) Minutes from Board of Education meeting July 10, 2012
- b) Claims Auditor Reports – May and June 2012

c) DOT Bus Inspections

Motion made by Sue Gilmore; Seconded by Mike Bakatsias; Motion carried unanimously with a 7-0 vote. Discussion: None.

**CURRICULUM AND INSTRUCTION:**

- a) **Principal's Report:** The reports will be addressed to the Board in August.
- b) **Director of Student Services Report:** This report will be addressed to the Board in August.

Daniel Seyler-Wetzel, Middle School Principal, addressed the board regarding bell schedule changes. This time change reflects an approximate start time for first (1) period at 7:45 am and 2:05 pm dismissal time. This new schedule will reflect an eight (8) period day which will be approximately 44 minutes long for each period. This will allow same core instruction time, less study halls, and teacher availability at end of day.

The board had the following questions/concerns/comments:

- Alan Barone asked how extracurricular activities would be affected. Response from Daniel Seyler-Wetzel was after school activities would not be affected.
- Kim Sweeney asked if a letter could be sent to parents about the middle school going to eight (8) periods. Daniel said a letter explaining more of this change as well as the revised bell schedule is currently being mailed to parents.
- Discussion brought on by Mike Bakatsias in regards to teachers' contract and their prep time.

**PERSONNEL:**

Motion made by Mike Bakatsias to move below mentioned items a-g as a block; Seconded by Tom Miller; Motion carried unanimously with a 7-0 vote. Discussion: None.

a) **Summer Custodial Subs within Technology Services Department**

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following temporary technology summer workers at the rate of \$12.57/hour:

Joe Jackson \*\*

Nihir Pakihr

Nick Signorelli

b) **Summer Student Employment within Technology Services Department:**

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following temporary technology summer workers at the rate of \$8.50/hour:

Greg Pennes \*\*

Shawn Reynolds \*\*

*\*\* For the dates July 9<sup>th</sup> through August 10<sup>th</sup>, these students will be paid \$8.50 per hour by the Ulster County Summer Youth Employment Program. Hourly wages will be supplemented by the district for Joe Jackson to meet the sub rate.*

c) **Appointment for Dignity Act Coordinators:**

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

Elementary School – Peg Trinkus

Middle School – Nancy Jensen

Meghan Connors

High School – Sarah Dudley-Lemek

d) **Coaching Appointments for Fall 2012 Sports Season:**

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the coaching appointments for the following individuals for the 2012-2013 school year:

<u>Sport</u>	<u>Level</u>	<u>Name</u>	<u>Position</u>
Cheerleading	Varsity	Alexandria Ayers	Coach
Cross Country	Varsity	Mike Milliman	Coach
Football	Varsity	Carl Relyea	Coach
		John McFarland	Assistant
		Billy Phillips	Assistant
	JV	Josh Tatum	Coach
		Kevin Rizzo	Assistant
	Modified	Tom Schlappich	Coach
		Matthew Relyea	Assistant
Boys Golf	Varsity	Paul Latino	Coach
Boys Soccer	Varsity	Frank Alfonso	Coach
	JV	TBA	Coach
	Modified	TBA	Coach
Girls Soccer	Varsity	Pete Watkins	Coach
		Alissa Morano	Co-Coach
	JV	Katie Reid	Coach
	Modified	TBA	Coach
Girls Tennis	Varsity	Alan Benson	Coach
Girls Volleyball	Varsity	Matthew VanVoorhis	Coach
	JV	TBA	Coach
	Modified	John Brennie	Coach

e) **Maternity Leave**

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

Employee: Shamien Jansen  
Position: Middle School Math Teacher  
Effective Date: On or about October 3, 2012 through November 30, 2012

f) **Salary**

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

Employee: Carol Potash  
Position: Director of Technology  
Salary Increase: 1.5 percent  
Effective Date: July 1, 2011 (1.5%)  
July 1, 2012 (1.5%)

Employee: Debbie Tompkins  
Position: Assistant Transportation  
Salary Increase: 1.5 percent  
Effective Date: July 1, 2011 (1.5%)  
July 1, 2012 (1.5%)

Employee: Carly Jacobsen  
Position: Secretary to the Assistant Superintendent  
Salary Increase: 1.5 percent  
Effective Date: July 1, 2011 (1.5%)  
July 1, 2012 (1.5%)

Employee: Pete Miller  
Position: Superintendent of Building and Grounds  
Salary Increase: 2.5 percent  
Effective Date: July 1, 2011 (2.5%)  
July 1, 2012 (2.5%)

g) **Resignation**

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

Employee: Alixandre Walsh  
Position: Middle School French Teacher  
Purpose: Resignation  
Effective Date: July 30, 2012

**BUSINESS AND OPERATIONS** None at this time.

### **SUPERINTENDENT COMMENTS :**

- Opening Day event is scheduled for staff on September 4; invitation to board members with itinerary will be sent to board members;
- First day for students is scheduled for September 5<sup>th</sup>.
- NYSSBA's New School Board Member Academy is hosting training seminar on August 22<sup>nd</sup> in Latham; September 14-15 in Albany; on-line training also offered for state mandated training seminars. Please let Carly Jacobsen or Lisa Cerniglia know if you are interested in attending. State convention training being offered - for those on the school board that are interested, please inform Deborah Haab.
- Ulster BOCES renovations for the CBO offices are moving forward. Purchase orders will take top priority due to the necessary of school supplies, etc.
- Meetings are currently being held with HTA and HAA regarding the new APPR regulations.
- Assistant Superintendent Roseann Bayne has been working with group of teachers to discuss student assessment tools that are needed to comply with the new evaluation system. State assessments, local assessments and third party assessments are all involved in this process.
- Assistant Principal, Sarah Dudley-Lemak has been working with teachers on the Common Core Learning Standards.
- A case of vandalism has been reported at the elementary school playground where the slide is located.
- The Highland Rotary Club is looking for volunteers, esp. if there are any not-for-profit organizations that would be available. This yearly event is held on August 18<sup>th</sup> and 19<sup>th</sup>. For any not-for-profit organization that is interested, a donation from the proceeds will be provided.

The board had the following questions/comments/concerns:

Alan Barone questioned if the security surveillance camera noted vandalism at elementary school playground. Deborah Haab stated that she will follow-up with Pete Miller; however, it was reported by an individual and the person(s) involved have been approached.

### **BOARD OF EDUCATION:**

#### **Old Business:**

##### **a) Supplemental Memorandum of Agreement**

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education hereby ratifies the provisions of the Supplemental Memorandum of Agreement between the District and the Highland Teachers Association (HTA), dated July 5, 2012, that settles three grievances, and appropriates the monies necessary to fund the provisions of the Supplemental Memorandum of Agreement. A copy of such Supplemental Memorandum of Agreement shall be incorporated by reference within the minutes of this meeting.

Motion made by Sue Gilmore; Seconded by Tom Miller; Motion carried unanimously with a 7-0 vote. No discussion.

**b) Retainer Agreement for 2012-2013**

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education hereby approves the following retainer agreement for the 2012-2013 school year:

MADE THIS 31<sup>st</sup> day of July, 2012, by and between the Board of Education of the Highland Central School District, hereinafter referred to as "The Board", and Shaw, Perelson, May & Lambert, LLP, Attorneys at law, hereinafter referred to as "The Attorney";

WHEREBY, it is agreed that the Attorney shall perform the following professional services at the rate of forty thousand dollars (\$40,000.00) per year, payable in equal monthly installments of \$3,333.33, for the period of time commencing July 1, 2012 and terminating on June 30, 2013:

**I. RETAINER SERVICES SHALL INCLUDE:**

- A. Provide representation in up to three (3) arbitration proceedings, all PERB proceedings, up to two (2) appeals to the Commissioner of Education, all Human Rights proceedings, negotiations with the HTA, HAA and HELPA bargaining units, including mediation, fact-finding and superconciliation (excluding strike management), up to two (2) Section 75, Civil Service Law hearings and up to one (1) Section 3020-a, Education Law Proceeding.
- B. Provide a defense in up to (2) Article 78 proceedings brought against the Board of Education (except for trial work), up to two (2) special education impartial hearings pursuant to Article 89 of the education Law and up to two (2) appeals to the State Review Officer.
- C. Provide representation in Section 3214, education Law, Student Disciplinary Hearings, where an attorney is present for the student.
- D. Serve as bond counsel with respect to the issuance of short-term obligations (e.g., bond anticipation and renewal notes, revenue anticipation notes, tax anticipation notes), up to and including \$1,000,000.
- E. Retainer services shall include rendering day-to-day opinions, orally and in written form, with respect to labor relations, education and other matters of law involving school districts; monitoring pending and newly commenced tax certiorari proceedings; updating the board of administration with respect to significant new laws or modification of laws affecting public education; reviewing the board agenda-related materials; attending up to one (1) meeting of the Board per month, at the Board's or Superintendent's request.
- F. Retainer services shall include an aggregate of 255 hours per year for general counsel and labor counsel services.

**II. BILLING PROCEDURES**

- A. Time records indicating professional services shall be maintained for production to the School District for cost analysis purposes. Intervals of actual time expended of partial and full hours shall be indicated.
- B. Matter not covered by the Agreement shall be billed at the rate of \$190.00 per hours, subject to authorization, in advance, by the Board of Education.

Notice:

In the event of a dispute relating to our fees, you may have the right to arbitrate the dispute pursuant to Part 137 of the Rules of the Chief Administrator of the courts of the State of New York, a copy of which the Attorney will provide.

Motion made by Debbie Pagano; Seconded by Sue Gilmore; Motion carried unanimously with a 7-0 vote. Discussion: Same contract has the 2011-2012 school year. Alan Barone would like to see Item E be followed through.

**New Business:**

- a) **Correspondence** – Any correspondence received by Board of Education members may be discussed.
- b) **Future BOE Agenda Items** – Any agenda items are to be received by the Wednesday of the week prior to the BOE meeting.

The board had the following questions/concerns/comments:

- Sue Gilmore asked town planning board member, Jeff Paladino, if a presentation could be placed at a future board meeting. Jeff Paladino will have a presentation put together on ideas and suggestions from the Highland Planning Board.
- Kim Sweeney asked about status of student's schedules and orientation.
- Assistant Superintendent Roseann Bayne commented that state scores have been received and parents will receive these results within the next few weeks.
- Board retreat is scheduled for August 28<sup>th</sup>. Details to follow.
- Tom Miller asked if a date was confirmed about building tour – no definite was has been set as of today's meeting.

**PUBLIC COMMENT**

- Jeannie Collabella, Highland resident, stated that she, as well as some other community members, are available to volunteer, if needed, to the committees mentioned during the Re-Organizational meeting of July 10, 2012.
- Jeff Paladino, Highland resident, asked if there has been any new discussion or consideration regarding an SRO. Kim Sweeney responded that perhaps this can be on next board agenda.

Motion made to go into Executive Session by Debbie Pagano; Seconded by Kim Sweeney; Motion carried unanimously with a 7-0 vote.

**EXECUTIVE SESSION: ANTICIPATED UPON BOARD (7:46 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 offices, 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 at 9:19 pm by Kim Sweeney to exit executive session and return to regular session. Motion seconded by Sue Gilmore. Motion made by Tom Miller at 9:34 pm to adjourn regular session; seconded by Sue Gilmore.

**ADJOURNMENT 9:34 pm**