

Highland Central School District

MINUTES

Board of Education Business Meeting

Monday, November 19, 2012

6:00 Executive Session Pending on Board Approval

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



EXECUTIVE SESSION 6:00 (pm):

Motion made by Tom Miller to enter Executive Session; Seconded by Debbie Pagano; Motion carried.

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

Motion made by Tom Miller to go into Open Session; Seconded by Debbie Pagano; Motion carried.

ATTENDEES

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

Administrators Present: Deborah Haab, Superintendent of Schools; Roseanne Bayne, Assistant Superintendent of Schools; Louise M. Lynch, Business Administrator; Pete Harris, High School Principal, Daniel Seyler-Wetzel, Middle School Principal

Student Representative Present: Nikhil Tikoo

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Board President, Alan Barone, called meeting to order at 7:05 pm and Pledge of Allegiance was then recited.

PUBLIC COMMENTS:

- Town Board member, Jeff Paladino, thanked Superintendent Deboah Haab for contact information for Citi Notify, a national emergency notification firm which disburses emergency situations to the public.
- Kim Caso, along with students, updated the Board that the players have raised so far \$7,321 to form a girl's lacrosse team.

The Board had the following questions/concerns/comments:

Mike Bakatsias asked if funds were turned over to district and Caso responded not as of yet. Future discussion about a girl's lacrosse team will be discussed later on this agenda.

SPECIAL RECOGNITION

- Susan L. Kamel (not present)
On behalf of the Board, Alan Barone accepted \$2,000 donation and thanked Susan Kaemel who recently made this donation. The funds are to be applied to the interscholastic program.
- Randie Ratick
On behalf of the Board, Alan Barone presented Randie Ratick a certificate on her accomplishments with the Highland Music Booster Club. Randie read a letter that stated club's happenings and endeavors.
- Ryan Wood (not present due to prior commitment)
On behalf of the Board, Alan Barone acknowledged Ryan Wood for his accomplishment for reaching the level of Eagle Scout. There is only about 2% of Boy Scouts in the country that receive their Eagle Scout Award. For his project, he organized the repaving at the First Presbyterian Church in town of Highland.

ACCEPTANCE OF REPORTS:

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

- a) Board of Education Meeting Minutes – November 6, 2012
- b) Treasurers Reports and Budget Status & Revenue Status – Sept. 2012, October 2012
- c) Claims Auditor Report – September 2012, October 2012
- d) Activity Accounts – July 1, 2012 – October 31, 2012
- e) Attendance & Enrollment Report Dates: Period 2 – 10/01/2012-10/31/2012

Motion made by Mike Reid; Seconded by Mike Bakatsias; Motion carried unanimously with a 6-0 vote. No discussion.

CURRICULUM AND INSTRUCTION:

- a) **Principal's Report:** (Reports for all three buildings are on file in District Office)

- Joel Freer, Elementary School Principal
(due to parent teacher conferences Joel Freer and Rosann LaManna were not present)
- Daniel Seyler-Wetzel, Middle School Principal, updated the Board on the following:
 - PTA meeting changed to November 27th at 6:30 pm;
 - Food drive is completed and with the help of students as well as the driven force from Meghan Connors this food drive was a success;
 - Thanked Maynard Farms and Dubois Farms for their generous donations of apples and cider donuts to all the students for their Halloween celebrations.
 - Ms. Conklin's Home and Careers class took a tour of Dutchess Community College. The campus tour included a description of the curriculums offered, the importance of a college education, a look at the dorms, gymnasium, lecture halls, etc. The tour ended with lunch for students on campus as well as questions from students to DCC faculty members.
 - PBIS has seen a reduction of referrals of over 50%;

The Board had the following questions/concerns/comments:

- Sue Gilmore thanked Daniel Seyler-Wetzel and middle school staff for their accomplishments with PBIS.
- Alan Barone asked about schedule and attendance for field trip on November 20th to see "Lincoln".

- Pete Harris, High School Principal, updated the Board on the following:
 - PTSA sponsored an Arts Enrichment field trip for Stephanie Santagada's ELA class at Life Bridge Sanctuary with musician Liam O Maonlai.
 - Professor Paul Kassel of SUNY New Paltz spoke to theatre class regarding upcoming production of MacBeth scheduled for students on December 7th
 - Parent Teacher conferences are now set up as "scheduled" vs. "walk -in". Meetings are scheduled for 10 minute increments.
 - Currently a tutoring regents program is being implemented for December from 3-5 pm. This will allow students tutoring opportunities for upcoming regent exams.
 - Thanked Pete Miller and staff for making the Voting Poll location handicap accessible.
 - PTSA Craft Fair scheduled for December 1st from 10-4;
 - Holiday Concert scheduled for December 17th at 6 pm;
 - School Play "Distracted" scheduled for December 8th and December 9th.
 - Students were invited to participate in the Most Connected Classrooms survey by US News. The survey created questions relating to the technologies in place and in use at HHS.

The Board had the following questions/concerns/comments:

- Sue Gilmore expressed how impressive the numbers are of parents who have scheduled meetings with teachers for parent/teacher conference.

b) **Director of Student Services Report:** (Report on file in District Office)

Barbara E. Chapman was not present due to being out of town. The Board, after review of her reports, had no questions.

c) **Approval of Committee on Special Education Minutes**

BE IT RESOLVED that the Board of Education hereby accepts the recommendations of the Committee on Special Education according to the minutes of the CSE meetings of October 25th, and November 1st, 2012, and the transfer in meeting – no meetings of October 15th and 31st, 2012, and the amendment – no meeting of October 12th, 2012, and authorizes the arrangements for such students' special education programs and services.

Motion made by Debbie Pagano; Seconded by Tom Miller; Motion carried unanimously with a 6-0 vote. Discussion: None.

d) **Approval of Committee on Preschool Special Education**

BE IT RESOLVED that the Board of Education hereby accepts the recommendations of the Committee on Preschool Special Education according to the minutes of the CPSE meetings of October 18th and 26th, 2012, and the amendment – no meeting of November 5th, 2012 and authorizes the arrangements for such students' special education programs and services.

Motion made by Mike Bakatsias; Seconded by Tom Miller; Motion carried unanimously with a 6-0 vote. Discussion: None.

PERSONNEL:

Motion made by Mike Reid to move items “a-h” as a block; Seconded by Mike Bakatsias; Motion carried unanimously with a 6-0 vote. Discussion: Board President, Alan Barone, recognized and thanked Lynn Felten for her many years of dedication to the Highland Central School District.

a) **Retirement**

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

Lynn Felten
Position: Secretary to the Superintendent
Effective Date: November 30, 2012

b) **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:

Roseann Arciuolo
Position: LPN
Effective Date: November 13, 2012

c) **Maternity Leave**

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

Rebecca Dudar
Position: Elementary Teacher
Effective Date: On or about February 8, 2013 – March 21, 2013

Laura Finch
Position: Elementary Teacher
Effective Date: On or about February 20, 2013 – June 21, 2013

Jessica Compain
Position: Elementary Teacher
Effective Date: On or about March 4, 2013 – May 3, 2013

d) **Leave Replacement**

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

Meghan Erichsen
Position: Elementary Teacher
Effective Date: November 13, 2012 – June 21, 2013
Purpose: Leave replacement for Debra Kelley

e) **Team Leader Appointments**

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following individuals as Team Leaders at the middle school for the 2012-2013 school year:

	<u>Stipend</u>
Christina Osburn	\$1366.00
Barry Ranalli	\$1366.00
Kevin Rizzo	\$1366.00
Jennifer Bertone	\$1366.00

f) **Elementary Before-School Instructor Appointments**

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following individuals as instructors in the Before-School Program at the elementary school:

Eric Peterson – Grade 3 ELA	Nicole Morales – Grade 3 Math
Heather Finn – Grade 4 ELA	Lisa Rogers – Grade 4 Math
Maura Lang – Grade 5 ELA	Jessica Cozzolino – Grade 5 Math

g) **Stipend Corrections**

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following stipend corrections that was noted on the September 18, 2012 minutes and October 16, 2012 minutes:

Student Council	\$ 649.50
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Special Ed Department Chair	\$1366.00 (Mike Milliman / H.S.)
K-12 Music Coordinator	\$1866.00 (Joe Martellaro / H.S.)
Yearbook Advisor	\$ 728.50 (Jordan Chen / M.S.)
Yearbook Co-Advisor	\$ 728.50 (Suzanne Faugno / M.S.)
Science Chair	\$1866.00 (Ela Skrabak)

h) **Extra-Curricular Appointment**

BE IT RESOLVED that upon the recommendation of the Superintendent of Schools the Board of Education approves the following extra-curricular appointment for the 2012-2013 school year:

Mark Chiarieri / National Junior Honor Society Advisor at Middle School
/ Stipend \$522.00

BUSINESS AND OPERATIONS:

a) **Unresolved Tax Collections**

BE IT RESOLVED that upon the recommendation of the Superintendent of Schools the Board of Education approves transferring the Uncollected Taxes for the 2012-2013 school year in the amount of \$ 1,563,340.23.

Motion made by Debbie Pagano, Seconded by Tom Miller; Motion carried unanimously with a 6-0 vote. Discussion: Mike Bakatsias asked what percentage of taxes collected – Louise Lynch responded 92.7% collected.

b) **Acceptance of Donation**

BE IT RESOLVED that upon the recommendation of the Superintendent of Schools the Board of Education accepts the donation of \$2,000.00 from Susan L. Kamel to supplement the athletic program.

Motion made by Mike Reid; Seconded by Mike Bakatsias; Motion carried unanimously with a 6-0 vote. Discussion: None.

c) **Budget Increase**

BE IT RESOLVED that upon the recommendation of the Superintendent of Schools the Board of Education approves the budget increase by \$2,000 as follows:

Appropriations

Interscholastic Equipment (A2855-201-07-0000) \$2,000

Revenues

Other Revenues (A2770) \$2,000

Motion made by Sue Gilmore; Seconded by Mike Bakatsias; Motion carried unanimously with a 6-0 vote. Discussion: None.

d) **Surplus Equipment**

BE IT RESOLVED that upon the recommendation of the Superintendent of Schools the Board of Education approves the disposal of the following surplus equipment in the most cost effective manner:

- (1) Wrestling Mat holder
- (2) 2- Blue wrestling Mats

Motion made by Tom Miller; Seconded by Mike Bakatsias; Motion carried unanimously with a 6-0 vote. Discussion: None.

e) **Budget Transfer**

BE IT RESOLVED that upon the recommendation of the Superintendent of Schools the Board of Education approves the budget transfer totaling \$315,000.00 for the 2012-2013 school year as follows:

- Budget Transfer Number 3102 \$315,000.00

Motion made by Sue Gilmore; Seconded by Mike Reid; Motion carried unanimously with a 6-0 vote. Discussion: Mike Bakatsias asked what area is the transfer – Louise Lynch responded Special Education Department.

STUDENT REPRESENTATIVE COMMENTS

Nikhil Tikoo updated the Board on the following:

- PBIS sponsored Fun Ball on Friday, November 15. Students enjoyed the event.
- Harlem Wizards scheduled for November 27th;
- Encouraging students to speak to Board about budget. Asked if a time or date can be arranged for this at an upcoming Board meeting?

The Board had the following questions/comments/concerns:

- Alan Barone mentioned a Budget Public Hearing is routinely scheduled in winter and this would be the appropriate time for students to speak about their concerns.
- Mike Bakatsias recommended a “suggestion box” to be in a visible location at school so students can drop in their notes.

SUPERINTENDENT COMMENTS:

Superintendent of Schools, Deborah Haab, updated the Board on the following:

- Attended Eagle Recognition Ceremony for Ryan Wood on November 11th
Encouraged board members to take the opportunity and observe the work that Ryan was recognized for at First Presbyterian Church in Highland.
- Looks forward to joining the 8th grade class to see “Lincoln” on November 20th.
- APPR negotiation with administrators and teachers are completed and ready to be submitted to SED.
- Board Retreat scheduled for November 27th

The Board had the following questions/concerns/comments:

- Vice President, Sue Gilmore, applauded the fact that APPR negotiations are completed and ready to be submitted. This especially should be recognized since other area districts are still anxious about this time sensitive matter.

BOARD OF EDUCATION:

New Business:

a) **APPR Supplemental Memorandum of Agreement with HAA**

BE IT RESOLVED, that the Board of Education hereby approves the terms of and appropriates the funds necessary to implement a Supplemental Memorandum of Agreement dated November 19, 2012 between the District and the Highland Administrator’ Association concerning the Annual Professional Performance Review for teachers covered under Education Law Section 3012-c and Part 30-2 of the Regents’ Rules. A copy of said Supplemental Memorandum of Agreement, as presented to the Board at this meeting, shall be incorporated into the District’s 2011-12 and 2012-13 APPR Plan Documents, respectively, and incorporated by reference within the minutes of this meeting.

Motion made by Tom Miller; Seconded by Sue Gilmore; Motion carried unanimously with a 6-0 vote. Discussion: None

b) **APPR Supplemental Memorandum of Agreement with HTA**

BE IT RESOLVED, that the Board of Education hereby approves the terms of and appropriates the funds necessary to implement a Supplemental Memorandum of Agreement dated November 19, 2012 between the District and the Highland Teachers’ Association concerning the Annual Professional Performance Review for teachers covered under Education Law Section 3012-c and Part 30-2 of the Regents’ Rules. A copy of said Supplemental Memorandum of Agreement, as presented to the Board at this meeting, shall be incorporated into the District’s 2011-12 and 2012-13 APPR Plan Documents, respectively, and incorporated by reference within the minutes of this meeting.

Motion made by Mike Bakatsias; Seconded by Sue Gilmore; Motion carried unanimously with a 6-0 vote. Discussion: None

c) **Authorization For BOE President To Sign Certification Form:**

BE IT RESOLVED, that the Board of Education hereby authorizes the Board President to sign the District Certification Form for submission of the District's 2012-13 APPR Plan Document for teachers and building principals covered pursuant to Education Law Section 3012-c and Part 30-2.5 to the State Education Department.

Motion made by Sue Gilmore; Seconded by Mike Reid; Motion carried unanimously with a 6-0 vote. Discussion: None

d) **Ulster County School Board Association** – Sue Gilmore will be attending.

e) **Correspondence** – NYSSBA trial membership ends December 12th. This item is to be Tabled for upcoming Board meeting.

f) **Future BOE Agenda Items** – Please be reminded any items to be added to agenda please let Deborah, Alan or Lisa aware the week prior to Board meeting

Old Business:

a) **High School Canada Trip**

BE IT RESOLVED that upon the recommendation of the Superintendent of Schools the Board of Education approves the overnight field trip to Canada for the high school students.

Motion made by Mike Reid; Seconded by Mike Bakatsias; Motion carried unanimously with a 6-0 vote. Discussion: Board members agreed this is an excellent opportunity for students.

b) **Girls Lacrosse**

BE IT RESOLVED that upon the recommendation of the Superintendent of Schools the Board of Education approves Girls Lacrosse as an approved school sponsored interscholastic program for the spring of 2013.

Motion made by Tom Miller; Seconded by Debbie Pagano; Motion carried unanimously with a 6-0 vote. Discussion: Selection classification of students between grades 9-12. Alan Barone congratulated Kim Caso for her fundraising for girl's lacrosse.

c) **RPT §467 Aged-Exemption** – Highlights of discussion that took place were as follows:

- Raise the income from \$19,500 to \$21,500
- Recommending moving the income scale all the way up to what the state allows

- Impact on other taxpayers
 - Public Hearing to be scheduled at Board meeting December 18th
 - Deadline for any changes would have to be Board approved by end of 2012.
- d) **NYSSBA Annual Workshop** – Board Vice-President, Sue Gilmore and Board member, Mike Reid reported to the Board the workshops they attended at the NYSSBA conference in Rochester on October 25th through October 27th. Alan Barone thanked Sue Gilmore and Mike Reid for taking the time from their own schedule to go to Rochester for this seminar.
- e) **ECG / Johnson Controls** – Discussion took place on the projects which focus on reducing energy consumption.

PUBLIC COMMENTS:

No comments at this time.

ADJOURNMENT TO ENTER EXECUTIVE SESSION (8:30 pm)

Motion to go into Executive Session made by Mike Reid; Seconded by Sue Gilmore; Motion carried unanimously with a 6-0 vote.

EXECUTIVE SESSION:

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.

ADJOURNMENT (11:30) pm

Motion made by Debbie Pagano to exit Executive Session; Seconded by Mike Bakatsias; Motion carried.

Motion made by Debbie Pagano to adjourn the meeting at 11:31 pm; Seconded by Mike Bakatsias; motion carried.

Minutes respectfully submitted by,

Lisa M Cerniglia, District Clerk