

Highland Central School District

MINUTES

Board of Education Business Meeting

Tuesday, October 16, 2012

5:30 High School Building Grounds Tour

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



ATTENDEES

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

Administrators Present: Deborah Haab, Superintendent of Schools; Roseann Bayne, Assistant Superintendent of Schools; Louise M. Lynch, Business Administrator; Pete Harris, High School Principal, Sarah Dudley-Lemak, High School Assistant Principal; Daniel Seyler Wetzel, Middle School Principal; Megan Connors, Middle School Assistant Principal; Rosann LaManna Elementary School Assistant Principal

Student Representative: Nikhil Tikoo

TOUR BUILDING (5:30 pm)

High School grounds tour took place among Board members, Superintendent of Schools, Assistant Superintendent of Schools and Business Administrator at 5:30 pm.

EXECUTIVE SESSION

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

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 Sue Gilmore to go into Regular Session; Seconded by Debbie Pagano; Motion carried unanimously with a 7-0 vote.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE(7:12 pm)

Board President, Alan Barone called meeting at 7:12 pm.
Pledge of Allegiance was then recited.

PUBLIC COMMENTS

Alan Barone reminded public to please submit in writing any questions or concerns to Superintendent Deborah Haab or Board President Alan Barone and responses will then be forthcoming.
No public comment at this time.

RECOGNITION

As part of the Board's request, a recognition program for students, staff and community members has been established. Tonight Deborah Haab, Alan Barone and Board members recognized the staff leadership of PTA/PTSA officers and members at the Elementary School, Middle School and High School. They are recognized for all their efforts and achievements in raising funds for field trips, school functions, etc.

PTA/PTSA Officers:

Dawn Whalen	Heather Sukunda
Colleen Incorvaia	Mary Angelillo
Mary Rosen	Kate Jonietz
Barbara McCutcheon	Jaden DeQuarto
Laurie Ward	Janice DeQuarto
Morgan Ivich	Heidi Goldleaf
Cyndi Klein	

SPECIAL PRESENTATION:

a) Town of Lloyd – Economic Development

Jeff Paladino, Planning Board member and Director of Town of Lloyd Building Department, David Barton discussed the following topics via power point presentation:

- Census Data for the year of 2010 and 2000
- Identifying and evaluating existing policies
- Plan Review Committee
- Rethink zoning map
- Discussion on “What is the Hamlet”
- The use of highway corridors to their best ability
- Possible extension of central business zone around hamlet up to and alongside Route 9W and south to the Mid-Hudson Bridge
- Extension of general business zone along Route 9W with appropriate design standards
- Obtain goal to utilize the additional traffic and tourism dollars to create desirable commercial opportunities
- “Leakage” money leaving the area due to a lack of spending opportunities within the Town

- Revolving loans –low interest loans to businesses to promote improvement and job creation
- Mountainside Woods – 162 single family dwelling located at the end of Toc Drive
- Winery Project – discussion of plan of multiple uses covering nearly 500 acres of property. For example, light industrial, conference center, affordable apartment housing, and small scale commercial spaces.

The power point presentation resulted in discussion between audience and Board members. The audience was encouraged to attend the Planning Board Workshop meetings held every third Thursday of each month and the regular Planning Board meetings held on the fourth Thursday of each month at the Town of Lloyd Town Hall building.

b) Project Ignition Grant – “Think, Drive and Arrive”

SADD Club Advisor Cathy Bowman, SADD student representatives Sara Mazzella, Connor McCutcheon, and Nick Gunderson Grant Coordinator AnnMarie Meisel presented a video to the Board on the results of the 2011 State Farm’s Project Ignition grant. Highland’s campaign, “Think, Drive and Arrive,” submitted the video to State Farm and was granted additional \$2,500 grant money for the 2012-13 school year plus \$5,000 to go towards student attendance at the National Youth Leadership Conference in Denver, March 2013. As part of the 2012-2013 grant funds, it is stated that other schools in the area be involved. Cathy Bowman and AnnMarie Meisel will be discussing this with other local schools. Student Connor McCutcheon, with the help of Board member Mike Reid, did a demonstration of drunk driving by using goggles which simulates approximately seven (7) drinks.

c) Girl’s Lacrosse

Community member, Kim Caso, along with Glen Canino, read a letter supporting a Varsity Girl’s Lacrosse Team at the Highland High School (letter on file). The following are highlights that were discussed:

- Twenty-one (21) girls were committed to play for grades sixth, seventh, and eighth from the 2011-2012 school year;
- Registration to take place for a girls 5/6 team and 7/8 team (feeder program);
- Fundraiser currently taking place. Goal of \$10,000 to be raised by December 1, 2012. Once this is achieved, with permission from board, the funds will then be deposited to account (booster club) and then presented to the school as a check.
- Nineteen (19) girls committed, as of 10/16/2012, to play at the varsity level;
- Student Abby Munson spoke on behalf of the eighth grader girl’s lacrosse team supporting a girl’s lacrosse;
- Julia Quinn and Madie Bodendorf, 10th graders, spoke on their positive experience with playing lacrosse over the past several years;
- Glen Canino, who has coached the girls lacrosse team for many years, expressed to the Board how he would like to see more opportunities for these players.

The Board had the following questions/concerns/comments:

- Alan Barone asked about deadline. Kim Caso responded for scheduling purposes the Board would need to approve by November 6, 2012;
- Discussion about growth of lacrosse program for girls and boys JV program;
- Transportation costs;
- Feeder program.

d) **PBIS District Wide Team** (Report on file)

Barbara E. Chapman, introduced Debbie Tompkins, and the Transportation Department for joining the PBIS team. Barbara then introduced Christine Downs, Regional PBIS Specialist & Trainer, who gave an overview of PBIS (Positive Behavior Interventions and Support (PBIS)).

Power Point Presentation from the three different PBIS representatives was as follows:

Elementary School – Maura Lange and Jessica Cozzolino

- Teaching Respect, Responsibility and Safety
- Using Data for Tier 2 planning
- Dignity for All Students Activities
- Husky dollars
- Student of the Month program
- Data showing the decrease of infractions between 2009/10 and 2011/2012
- Data showing the decrease in number of decrease in suspensions (ISS and OSS)
- Tier 2 Check-In / Check-Out

Middle School – Elise DeGiacomo and Christina Osburn presented the following topics:

- PBIS Kick-Off
- Fundraiser – raised over \$1,601.00 due to selling Mixed Bags
- Ticket System and Rewards
- The Husky Buck
- Student Representatives
- Tier 2 Intervention in place
- Data showing number of reduction in referral's

High School – Josh Tatum and John Manganiello presented the following topics:

- N.O.I.S.E. (No Out of School or In School Suspension Event)
- Every staff member is now involved in a PBIS committee
- Data showing 61% decrease in the number of referrals over the past three years
- Data showing the regained time of student days and administrative days due to the use of PBIS
- Data showing the reduction of office referrals from 2009-2013
- Data showing the reduction in top 6 infractions from September 2010-November 2012

Alan Barone acknowledged and thanked the entire PBIS team.

ACCEPTANCE OF REPORTS:

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

- a) Board of Education Meeting Minutes – October 2, 2012
- b) Claims Auditor Report – September 2012
- c) Attendance & Enrollment Report Dates: Period 1 – 09/05/2012-09/28/2012

Motion made by Sue Gilmore; Seconded by Tom Miller contingent on the following corrections to (a) Board of Education Meeting Minutes – October 2, 2012;

- i. **BUSINESS AND OPERATIONS:**
General Fund Balance appears quite low (less than >1%)
(the word “Balance” was omitted)
- ii. **CLOSING COMMENTS**
The next two scheduled Board meetings are as follows:
October 16, 2012 Highland High School
November 6, 2012 Elementary School
(the date was incorrect)

Motion carried unanimously with a 7-0 vote.

CURRICULUM AND INSTRUCTION:

- a) **Principal’s Report** – (Reports are on file in District Office)

Rosann LaManna, Elementary School Assistant Principal, updated the Board on the following updates:

- Fire Drills – as of date seven (7) of the required eight (8) fire drills have been completed;
- PTA sponsoring field trips

Daniel Seyler-Wetzel, Middle School Principal, updated the Board on the following updates:

- First (1st) Writing Prompt took place as of today’s date and teachers will score and then review at following faculty meeting;
- Met with BOCES Data Coordinator which provided a series of spreadsheets from the past data collected from students ELA scores, ECBM scores, etc.

Pete Harris, High School Principal, updated the Board on the following updates:

- AP Results from Data Report;
- Infraction Summary Report;
- Pete Harris recognized and congratulated Student Representative, Nikhil Pikhul for receiving the National Merit Scholarship Award.

The Board had the following questions/concerns/comments for Pete Harris:

Kim Sweeney asked about class size enrollments for science and lab classes – discussion followed.

b) **Director of Student Services Report** – (Reports are on file in District Office)

Barbara E. Chapman updated the Board on the following updates:

- Enrollment Report reflects the past (10) ten years:
 - 2005-2006 highest “in-district” enrollment
 - 2004-2005 highest “private placed” enrollment (nearly ½ currently)
 - 2006-2007 highest “home-schooled” (less than ½ currently)
- Number of Classified Students by Grade Level
 - Example 6th grade in 2005-2006 at 17.86% properly classified now at 10.47% due to being de-classified
- CSE-CPSE Meeting History
 - Over the past (13) years there has been not one due process hearing. Therefore taxpayer’s dollars on legal fees have been going to student programs and reports reflect a steady increase of students being de-classified.
- Transition Program -thanked Mike Milliman and Lisa Cerniglia for their work in Transition Dept. for the 2011-2012 school year.
- Committee on CSE and CPSE Meetings – different models being implemented for chairing CSE and CPSE meetings.

The Board had the following questions/concerns/comments:

Kim Sweeney asked about the different models for chairing CSE and CPSE meetings. Barbara E. Chapman responded this position will be appointed by the Board for CSE chair levels.

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 September 14th, 18th, 25th, and October 9th, 2012, and the transfer in meeting – no meetings of September 11th, 27th and 28th, 2012, and authorizes the arrangements for such students’ special education programs and services.

Motion made by Tom Miller; Seconded by Mike Bakatsias; Motion carried unanimously with a 7-0 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 September 27th, 2012, and authorizes the arrangements for such students’ special education programs and services.

Motion made by Debbie Pagano; Seconded by Mike Reid; Motion carried unanimously with a 7-0 vote. Discussion – none.

STUDENT REPRESENTATIVE COMMENTS

Nikhil Tikoo updated the Board on the following:

- Lawn care during instructional time has been causing a disruption;
- Scheduling of college level language course is being scheduled every other day vs. every day.

PERSONNEL:

Motion made by Mike Bakatsias to move personnel items a-j as a block; Seconded by Mike Reid; Motion carried unanimously with 7-0 vote. Discussion: Teacher Assistant location (item b); two Teacher Assistant positions forthcoming; stipend amounts for coaches to be listed in future agendas.

Alan Barone congratulated Debra Kelley on her appointment as Assessment and Data Coordinator.

a) Non-Teaching Appointment

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

Donna Carroll	
Position:	Food Service Worker
Salary:	Grade 1, Step 2, \$11.06/hr
Effective Date:	September 29, 2012
Probationary Period:	September 29, 2012- March 29, 2013
Purpose:	Replace Patricia Thomeselli

b) Teacher Assistant Appointment

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

Dawn Lambert	
Position:	Teacher Assistant
Salary:	TA Step 1 (\$16,796)
Tenure Period:	October 16, 2012 – October 15, 2015

c) Deputy Claims Auditor Appointment

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following appointment for the 2012-2013 school year (in the future this will be on the “re-organizational agenda”):

Jill Greenland	
Position:	Deputy Claims Auditor
Salary:	No additional compensation

d) Mentors

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

	<u>Stipend</u> (pro-rated)
Lisa Barone	\$1000
Kelly Santana	\$1500 (for 2 interns)
Joseph Martellaro	\$1000
Cathy Gruner	\$1000
Linda Gallagher	\$1000

e) **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 with an Emergency Conditional Appointment consistent with SAVE legislation requirements:

Mandi Morningstar	
Position:	Middle School Social Studies Teacher
Salary:	MA Step 1 \$47,175 (pro-rated)
Effective Date:	On or about October 17, 2012 – March 8, 2013
Purpose:	Leave Replacement for Christina Saylor

f) **Coaching Appointments**

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following coaching appointments for the 2012/2013 winter season:

<u>SPORT</u>	<u>LEVEL</u>	<u>NAME</u>
Boys Basketball	Varsity	Mike Milliman
	JV	Brian Bishop
	Modified	Paul Latino
Girls Basketball	Varsity	Jim Delmar
	Varsity	Charles Busick – volunteer assistant
	JV	Matthew VanVoorhis
	Modified	Zachary Helmer
Wrestling	Varsity	John McFarland
		Mike Bianco - assistant
Girls/Boys Bowling	Varsity	Theresa Eckert
Cheerleading	Varsity	Alexandra Ayers

g) **Extra-Curricular Appointments**

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following extra-curricular appointments at the high school for the following individuals:

<u>Extra-Curricular</u>	<u>Name</u>	<u>Stipend</u>
Science Chair	Ela Skrabak	\$1,366.00
Peer Mediation-Co	Shawna Sylvestre	\$ 607.00
Peer Mediation-Co	Regina Reilly	\$ 607.00
Multi-Cultural Club-Co	Laura Simpson	\$ 467.50
Multi-Cultural Club-Co	Regina Reilly	\$ 467.50

h) Assessment / Data Coordinator (Grant Funded)

WHEREAS, the District desires to assign Debra Kelley, a tenured Elementary tenure area teacher, to the position of Assessment and Data Coordinator, which constitutes an Instructional Support Services position within the meaning of Part 30 of the Regents Rules; and

WHEREAS, the Superintendent of Schools deems Debra Kelley to be competent and qualified to perform the duties of Assessment and Data Coordinator based upon her K-6 teaching certification and more than three (3) years teaching experience in the Elementary tenure area; and

WHEREAS, in accordance with Part 30 of the Regents Rules and Section 3013 of the New York State Education Law, Debra Kelley shall continue to accrue seniority in the Elementary tenure area while performing Instructional Support Services;

NOW, THEREFORE, BE IT RESOLVED that Debra Kelley is assigned to the Instructional Support Services position of Assessment and Data Coordinator effective November 13, 2012, for the remainder of the 2012-2013 school year, after which she shall return to a classroom teaching position within the Elementary tenure area.

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

Debra Kelley	
Position:	Assessment and Data Coordinator
Effective Date:	November 13, 2012 – June 21, 2013
Salary:	Regular Salary plus \$2,000
Purpose:	Instructional Support Services position

i) Substitute Teaching Appointments

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the attached revised substitute teaching list with an Emergency Conditional Appointment consistent with SAVE legislation requirements.

j) **Non-Teaching Substitute Appointments**

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the attached revised Non-Teaching substitute list with an Emergency Conditional Appointment consistent with SAVE legislation requirements.

BUSINESS AND OPERATIONS:

Louise M. Lynch, Business Administrator, updated the Board on the following updates:

- Ninety Percent (90%) school tax has been collected;
- All forms have been submitted for review

a) **Member Grant and Increase Budget**

The District has been awarded a member grant from Senator Larkin's office in the amount of \$33,400 to supplement instruction.

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, accepts the "bullet aid" and increase the budget by \$33,400 as follows:

Appropriations

Special Education Program Supplies (A2250-501-00-2135)	\$ 5,834
Computer Assisted Technology Equipment ES (A2630-201-05-0000)	\$ 9,189
Computer Assisted Technology Equipment MS (A2630-201-02-0000)	\$ 9,189
Regular Day Instruction – HS (A2110-201-01-0000)	\$ 9,188

Revenue

State Revenues (A3289)	\$33,400
------------------------	----------

Motion made by Mike Bakatsias; Seconded by Mike Reid; Motion carried unanimously with a 7-0 vote. Discussion – Kim Sweeney asked what is included in Regular Day Instruction. The response was - equipment for health and physical education.

b) **Surplus**

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following musical instrument be deemed excess property:

Fischer Piano – serial #217820 – located at HHS

Motion made by Kim Sweeney; Seconded by Mike Ried; Motion carried unanimously with a 7-0 vote. Discussion – none.

SUPERINTENDENT COMMENTS:

Superintendent Deborah Haab updated the Board on the following updates:

- Superintendent's Day was scheduled on October 5th. The majority of the day was focused on SLO's and professional development with APPR.

- BEDS day was scheduled for October 3rd.
- Race to Top grant will not be received due to restrictive criteria's.

BOARD OF EDUCATION:

New Business:

- a) **Retreat Follow-Up** – Tentative date scheduled for November 27th at 4 pm.
- b) **Correspondence** – Please submit any correspondence the Tuesday, week prior to, scheduled Board meeting.
- c) **Future BOE Agenda Items** –energy audit is complete and if date available, presentation to Board on November 6th.

Old Business:

- a) **Workshop Meeting Agenda** – New format for Board agenda will go into effect as of November 6th.
- b) **BOCES Board Update** – Regina Tantillo-Swanson updated the Board with the following: (Regina Tantillo-Swanson updated the Board after Special Presentations)
 - Enrollment as follows:
 - 1100 Career and Tech
 - 232 Adult Education Program
 - 130 Special Education
 - 43 Alternative Education
 - Budget Revision – In August \$180,000 in service request
 - Voting Delegate
 - First Board Retreat recently took place
 - GED Graduation took place October 2, 2012
 - UCSBA first meeting held on October 4, 2012 with Deborah Haab, Debbie Pagano and Sue Gilmore
 - Convention to take place October 25, 2012

The Board had the following questions/concerns/comments:

Sue Gilmore asked about enrollment over the past five years. Regina Tantillo-Swanson responded Special Ed shows a decline while Career and Tech remains level.

PUBLIC COMMENTS:

None at this time.

ADJOURNMENT 10:10 pm

Motion made by Mike Bakatsias to adjourn Regular Session; Seconded by Mike Reid; Motion carried unanimously with a 7-0 vote.

Minutes respectfully submitted by,

Lisa M. Cerniglia
District Clerk