

Highland Central School District

MINUTES

Board of Education Business Meeting

Tuesday, September 18, 2012

5:45 High School Building Tour

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

DUE TO POWER FAILURE, MEETING WAS NOT BROADCAST.



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

Administrators/Directors/Principals Present: Deborah Haab, Superintendent of Schools; Roseann Bayne, Assistant Superintendent of Schools; Louise M. Lynch, Business Administrator; Barbara E. Chapman, Director of Student Services; Pete Harris, Principal of High School, Sarah Dudley-Lemak, Assistant Principal High School; Daniel Seyler-Wetzel, Middle School Principal; Meghan Connors, Assistant Principal of Middle School; Joel Freer, Principal of Elementary School; Roseann LaManna, Assistant Principal of Elementary School; Pete Miller, Director of Buildings and Grounds

BUILDING TOUR – High School Building Tour took place at 5:45 pm.

CALL TO ORDER and PLEDGE OF ALLEGIANCE

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

OATH OF OFFICE FOR STUDENT REPRESENTATIVE – Student representative, Nikhil Tikoo, was sworn into office. On behalf of the administrators and board members, Alan Barone welcomed and thanked Nikhil for serving on the board. Nikhil thanked Deborah Haab and the board and took the opportunity to say a few words.

PUBLIC COMMENTS:

No public comments at this time.

GRATITUDE – Alan Barone thanked the employees of Highland Central School as well as the Highland community for all their efforts and support for the local fundraiser benefitting the Malheiro family.

PRESENTATION UPDATE - GRANT SIDEWALK – Liz Axelson updated, via a displayed

map, the areas in focus for sidewalks for the walk-to-school grant program. Sue Gilmore questioned construction of sidewalks in certain mentioned areas in town.

PUBLIC HEARING OF THE 2012-2013 CODE OF CONDUCT

Adoption of the 2012-2013 Code of Conduct

BE IT RESOLVED that the Board of Education upon the recommendation of the Superintendent of Schools adopts the 2012-2013 Code of Conduct.

High School Principal, Pete Harris, explained to board the one change in policy is the language pertaining to consumption of certain products which are sold over the counter. Kim Sweeney requested more time to review policy prior to board approval. Adoption of policy is tabled to next board meeting. At this point, the 2011-2012 policy will continue to be followed.

ACCEPTANCE OF REPORTS:

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

- a) Minutes from the August 21, 2012 and September 4, 2012 board meetings
- b) Claims Audit Reports – June 2012, July 2012 and August 2012
- c) Treasurer's Report – July 2012

Motion made by Sue Gilmore; Seconded by Debbie Pagano and carried unanimously with a 7-0 vote. Discussion: Kim Sweeney asked about reimbursement for summer training as well as travel expenses which were noted on Claims Report.

CURRICULUM AND INSTRUCTION:

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

Joel Freer, Elementary School Principal, updated the board on the following updates:

- Thanked community for raising over \$14,000 in recent fundraiser held for Malheiro family of Highland;
- Kindergarten Orientation held on August 29th;
- Opening Day;
- Curriculum Nights hosted for three evenings of parents from different grade levels;
- Class Sizes;
- Bus Drills;
- Fire Drills;
- DIBELS – (a diagnostic tool used primarily in K-3 classes to identify which students may need additional support in their achievement of basic early literacy skills). Being used as well for AIS students in grades 4 & 5;
- Psychologist position;
- Taconic Outdoor Education sponsored by the PTA;
- Technology Integration – SmartBoards, ENO Boards, Promethean Boards mounted in all grade levels;
- Mandated SLO requirement;
- School Pictures held on Friday, September 14th;
- State Course Coding for elementary subjects;

- Status of Classroom 116
- WINCAP;
- District Safety Meeting- to be held September 27, 2012

The board had the following questions/concerns/comments:

- Sue Gilmore asked about clarification of At Risk Students.
- Alan Barone concerned about class size of 26 students and if the resources are available to support these classrooms. Joel commented a monitor has been relocated to the elementary school as well as a substitute teaching assistant for part of the day.
- Kim Sweeney thanked Joel Freer for visiting each classroom on opening day.

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

- Mike Watts has scheduled the annual Minnewaska trip for the 8th grade students on October 19th;
- As of today's meeting, only two (2) referrals since Opening Day;
- Class time between classes have been increased from three (3) minutes to four (4) minutes; therefore causing less frantic behavior between classes;
- Meet the Teacher Night scheduled for September 19th;
- Staff Development – collaborative classrooms;
- State Test Results;
- After School Meetings;
- Band;
- School Opening – Nine (9) period day changed to eight (8) period day;
- Open House Tour to Highland graduates on Saturday, September 20th.

The board had the following questions/concerns/comments:

- Alan Barone expressed deep concern about the reduction of 9th period.
- Discussion brought on by Kim Sweeney asking about clarification of the cohort chart. Kim Sweeney asked about availability for students who may ask for extra help. Daniel Seyler-Wetzel responded the 28 minute period is to be utilized for extra resources for students on certain scheduled days.

Pete Harris, Highland School Principal, updated the board on the following updates:

- Field Testing (state testing) will occur anytime from October 23rd – October 25th;
- Welcomed Student Representative Nikhul Tikoo to school board;
- Map Course mapping;
- WINCAP – currently using system;
- Thanked Maria McCarthy and Elizabeth Skrabak for providing the students and staff with produce from garden;
- Mike Milliman has coordinated a visit to SUNY Ulster for students who are currently enrolled in UCCC credit bearing courses. This includes 140 seniors (9/18) and a combination of 130 sophomores and juniors (9/19);

- College Level Offerings for English, Social Studies; Math, Science, Foreign Language and Art;
- Instructional Skills – intervention opportunity for students to obtain instructional skills for Regents test preparation. Presentation will follow by Mike Milliman, who is the key component for this program.
- Scholastic Reading Inventory – Reading Comprehension assessment program for ninth graders;
- Parent Teacher Conferences will be scheduled through the main office for November 20th and 21st.
- Elective Offerings – Students in study halls were offered the opportunity to enroll in elective courses.

The board had the following questions/concerns/comments:

- Alan Barone asked about college level enrollment, AP course offering and regular elective student enrollment. Following discussion it was requested from board if a report on class enrollment can be submitted.
- Sue Gilmore would like to see the number of parent teacher conferences that were scheduled.
- Sue Gilmore asked how many students are enrolled in the instructional skills program. Pete Harris responded 61 students as of today's date.
- Kim Sweeney asked about Collegian Offering opportunities for the students and how the scheduling process compares to the college schedule. Further discussion took place.

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

Barbara E. Chapman, Director of Student Services, updated the board on the following updates:

- Implement new program known as PEACCE;
- New Acronym, ID (intellectual disability) replaces MR (mentally retarded);
- PBIS – first meeting will be September 20th; PBIS presentation to follow at future board meeting;
- Ten (10) students with disabilities moved out of district this summer and so far 18 have moved back into the district. This reflects an increased enrollment.

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 August 7th and September 7th, 2012, and the transfer in meeting – no meetings of August 28th, 29th, 30th, and September 5th and 11th, 2012, and authorizes the arrangements for such students' special education programs and services.

Item tabled to October 2nd board meeting, due to request for review time (reports not submitted to CSE/CPSE committee member - clerk's error).

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 August 9th and 28th, 2012, and authorizes the arrangements for such students' special education programs and services.

Item tabled to October 2nd board meeting, due to request for review time (reports not submitted to CSE/CPSE committee member - clerk's error).

PERSONNEL:

Motion made by Sue Gilmore to move below mentioned items, "a-i", with the exception of item "g", as a block; Seconded by Mike Reid; Motion carried unanimously with a 7-0 vote; Discussion – Alan Barone recognized and welcomed Louise M. Lynch to the Highland Central School District as Business Administrator.

a) Coaching Resignation

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

Nicole Rivera

Position: Fall 2012 Modified Boys Soccer Coach

Effective Date: September 9, 2012

b) Coaching Appointments

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following coaching recommendations for the fall 2012 season, effective September 9, 2012:

<u>Sport</u>	<u>Level</u>	<u>Name-Position</u>	<u>Stipend</u>
Cheerleading	Varsity	Lauren Hibler – volunteer	N/A
Boys Soccer	Modified	*Salvatore Vona	\$1,688.00

c) Resolution Correction

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, accepts the following correction from August 21 board minutes:

Peter Forman

Position: Math Teacher (.6 FTE)

Period: September 1, 2012 – August 31, 2015

Salary: BA Step 1 +24: \$27,372 FTE .60

Reason: Replacing Stephanie Whitson who remains full time.

NOTE: This position is part-time and is not a tenured position as stated in the resolution of August 21, 2012.

d) Resignation

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

Patricia Thomaselli
Position: Food Service Worker
Effective: September 14, 2012
Purpose: Resignation

e) Leave Replacements:

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:

Megan Erichsen
Position: Elementary Teacher
Salary: MA Step 2: \$50,965 (will be pro-rated)
Effective Date: September 1, 2012 – November 10, 2012
Purpose: Leave replacement for Tina Assa

f) Probationary Appointment:

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

Louise Lynch
Position: Business Administrator
Salary: \$118,500 (will be pro-rated)
Probationary Period: July 16, 2012 – July 15, 2015
Purpose: To replace Stephen Perry

g) Extra-Curricular Appointments

Motion made by Mike Bakatsias, Seconded by Tom Miller; Motion carried unanimously with a 7-0 vote. Discussion – Kim Sweeney inquired about the policy of multiple stipends being received. Deborah Haab responded that in the bargaining unites multiple stipends are acceptable. Kim Sweeney also thanked John Manganiello, Regina Reilly, Lionel Health and Phyllis Letterii for volunteering their time for the extra-curricular activities.

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

High School		
Extra-Curricular Appointments	Name	Stipend

Art Club	Aliza Driller	\$ 941.00
French Club	Lionel Heath	volunteer
Gay/Straight Alliance	Fran Scriber	\$ 953.00
Interact Club	John Manganiello	volunteer
Junior High School Play	Krista Petrosoff	\$1,372.00
Senior High School Play	Krista Petrosoff	\$1,372.00
Math Team	Christopher Cozzolino	\$ 850.00
Mock Trial	Cathy Gruner	\$ 850.00
Multicultural Club	TBD	\$ 935.00
Musical Music Director	Lynda Keech	\$ 935.00
Musical Play Director	Lynda Keech	\$1,615.00
National Honor Society - Co	Lisa Paradies	\$ 261.00
National Honor Society – Co	Maureen Pesano	\$ 261.00
Peer Leadership Advisor	Sandy Beal	\$1,214.00
Peer Leadership Assistant	Denise Cavalari	\$ 609.00
Peer Mediation	TBD	\$1,214.00
SADD	Ela Skrabak	\$ 456.00
SADD	Cathy Bowman	\$ 456.00
Science Olympiad	Christopher Sgro	\$ 426.00
Science Olympiad	Christopher Cozzolino	\$ 426.00
School Newspaper	AnnMarie Meisel	\$1,299.00
Student Council	Ela Skrabak	\$ 649.00
Student Council	Stefanie Whiston	\$ 649.00
Washington Club	Lionel Heath	volunteer
WISE	Regina Reilly	volunteer
Yearbook	Josh Tatum	\$ 886.50
Yearbook	Corey Miller	\$ 886.50
Freshmen Class Advisor	John McFarland	\$ 728.00
Freshmen Class Assistant	Corey Miller	\$ 522.00
Sophomore Class Advisor	Lisa Otis	\$ 728.00
Sophomore Class Assistant	Cathy Bowman	\$ 522.00
Junior Class Advisor	Christopher Sgro	\$ 728.00
Junior Class Assistant	Laura Simpson	\$ 528.00
Junior Class Assistant	TBD	\$ 528.00
Senior Class Advisor	Theresa Eckert	\$ 728.00
Senior Class Assistant	Lionel Heath	\$ 522.00
Senior Class Assistant	MaryAnne Lostaglio	\$ 522.00
English Department Chair	Krista Petrosoff	\$1,866.00
Foreign Language Dept Chair	Lionel Heath	\$1,866.00
Math Department Chair	Charlie Witte	\$1,866.00
Music Department Chair	Joseph Martellaro	\$1,866.00
Science Department Chair	TBD	\$1,866.00
Social Studies Department Chair	Cathy Gruner	\$1,866.00
Special Education Department Chair	Mike Milliman	\$1,866.00

Visual Arts Department Chair	Aliza Driller	\$1,866.00
K-12 Music Coordinator	Joseph Martellaro	\$1,366.00

FED Challenge	Gina Mosimann	grant funded
FED Challenge	John Manganiello	grant funded

Extra-Curricular Middle School

Science Olympiad	Michael Watts	\$ 426.00
Science Olympiad	Kevin Rizzo	\$ 426.00
Reading Club	Suzanne Faugno	\$ 425.00
Yearbook	Suzanne Faugno	\$ 728.00
Yearbook Co-Advisor	Jordan Chen	\$ 728.00
Musical Music Director	Jennifer Bertone	\$ 935.00
Musical Play Director	Linda Madden	\$1,615.00
School Store	Barry Ranalli	\$1,299.00
Art Club Advisor	Christina Osburn	\$ 941.00
Special Education Coordinator	Christine Parker	\$1,366.00
Peer Leadership	Christina Osburn	\$1,214.00
Multicultural Club	Kelly Santana	\$ 935.00
Girls of Tomorrow	Phyllis Letterii	volunteer

Extra-Curricular Elementary School

Yearbook	Jill Berger	\$1,457.00
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h) 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.

i) 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:

a) Prior School Year (2012-2013) Budget Transfers:

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following budget transfers for the 2012-2013 school year as the amounts are in excess of the Board's policy:

Budget Transfer Number 1954	\$426,814.00
Budget Transfer Number 1957	\$ 85,500.00

Motion made by Kim Sweeney, Seconded by Debbie Pagano; motion carried unanimously with a 7-0 vote. Discussion – none.

b) Surplus Vending Machine

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the high school cafeteria's vending machine as surplus and allows the district to dispose item in the most cost effective manner.

Motion made by Mike Bakatsias, Seconded by Mike Reid; motion carried unanimously with a 7-0 vote. Discussion – none.

SUPERINTENDENT COMMENTS :

- Attended the Governor's Education Commission Hearing at SUNY Orange in Newburgh on September 10th. Please refer to home page website to read her written testimony.
- Town Hall meeting to be held on September 20th regarding Walkway over the Hudson and winery project;
- Board Retreat on September 25th at Ulster BOCES Conference Center;
- Audit Committee meeting to be held in District Office on Thursday, September 27th at 6:30 pm;
- Next board meeting, October 2nd, to be held at Middle School;
- Thanked community members for their support on recent fundraiser to benefit the Malheiro family.

BOARD OF EDUCATION:

New Business:

a) Assessment of Special Education Department

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, accepts the proposal from Future Education to conduct an assessment of the Special Education program for the Highland Central School District.

Motion made by Tom Miller; Seconded by Sue Gilmore; motion carried unanimously with a 7-0 vote. Discussion – none.

b) Sports Team Merger - Lacrosse:

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, approves the following varsity team merger:

Spring 2013 Season – Marlboro School merge with Highland School -
Boy's Varsity Lacrosse.

Item tabled to October 2nd board meeting.

c) Sports Team Merger – Swimming:

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, approves the following varsity team mergers:

Fall 2012 Season – Highland School merge with Marlboro School –
Girls Swim

Winter 2012-2013 Season – Highland School merge with FDR School –
Boy's Swim

Motion made by Sue Gilmore; Seconded by Mike Reid; motion carried unanimously with a 7-0 vote. Discussion – Kim Sweeney would like to see number of students participating.

- d) Voting Delegate – NYSSBA Annual Business Meeting October 27, 2012. It was decided not to assign a delegate for this business meeting.
- e) Ulster County School Boards Association – Thursday, October 4th at Ulster BOCES Conference Center.
- e) Assessment / Data Coordinator Position
Roll Call took place to approve the grant-funded position for a temporary one-year position known as Assessment / Data Coordinator:
- | <u>Roll Call</u> | <u>Aye/Nay</u> |
|------------------|----------------|
| Mike Reid | Aye |
| Debbie Pagano | Aye |
| Sue Gilmore | Aye |
| Tom Miller | Aye |
| Mike Bakatsias | Aye |
| Kim Sweeney | Aye |
| Alan Barone | Aye |
- f) Correspondence – Discussion about home-schooled students and their participation with after school activities.
- g) Future BOE Agenda Items - Board members are reminded to submit agenda items by the Tuesday of the week prior to the next BOE meeting.

Old Business:

- a) Aged-Exemption – Discussion took place regarding issues of raising the income level.
- b) Chinese Contract
BE IT RESOLVED, that the Board of Education upon the recommendation of the Superintendent of Schools, approves the Cooperation Agreement, pending the financial language clarification by attorney Margo May, between Yinzhou High School (Ningbo City, Zhejiang Province, China) and Highland Central School District (Highland, NY, USA) .
Motion made by Debbie Pagano; Seconded by Mike Reid; Motion carried unanimously with a 7-0 vote. Discussion: Financial responsibility of Yinzhou High School needs to be clarified with more detail in contract.

- c) SRO– Discussion on funding took place. Contract service vs. payroll service contract also discussed. Kim Sweeney asked if a two year contract could be established.

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

- Christine Downs, Highland resident, expressed on behalf of varsity level girls, approximately 30, starting up a lacrosse team with HCSD.

ADJOURNMENT (10:10 pm):

Motion made by Kim Sweeney; Seconded by Mike Bakatsias; Motion carried unanimously with a 7-0 vote.

EXECUTIVE SESSION: Anticipated upon Board approval

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 (11:47 pm)

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

Respectfully submitted by,

Lisa M Cerniglia, District Clerk