<div style="border: 1px solid black;">

Highland Central School District

AGENDA

Board of Education Meeting

Tuesday, May 6, 2014
6:00 pm Budget Hearing
Open Meeting to follow after Budget Hearing
To be held in the High School Cafeteria

</div>

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

BUDGET HEARING 2013-2014 School Year
Superintendent of Schools, Deborah Haab, will present the 2014-2015 school budget.

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

The school board encourages public participation at its meetings. To allow for efficiency in conducting meetings and to give each speaker a fair opportunity to present his/her views the following shall apply to the public speaking portion of the agenda.
- *Each speaker shall state their name;*
- *Any questions/concerns be submitted in writing with speaker's contact information (name/address/phone number);*
- *Each speaker shall be limited to a time agreed upon by the Board;*
- *The Board will not permit discussion involving individual personnel or students;*
- *Direct all remarks to chair. Community members may not poll individual Board members nor debate other community members in attendance.*

Members of the community are encouraged to also present their comments in writing. Undue interruption or other interference with the orderly conduct of the Board of Education business will not be allowed. Defamatory or abusive remarks are always out of order.

ACCEPTANCE OF REPORTS:
BE IT RESOLVED that the Board of Education acknowledges reviewing the following reports:
   a) Board of Education Meeting Minutes – April 23, 2014

CURRICULUM AND INSTRUCTION:

   a) **Directors' Reports**:
      Each month the Directors of Technology, Food Service, Transportation, Buildings & Grounds, and Athletics will provide the Board with a written update.

PERSONNEL:
   a) **Resignation**

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

Employee: Alicia Hegeman
Position: Food Service Worker
Effective: April 3, 2014

b) **Appointment**
BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the probationary appointments as follows:

Employee: Tammy Dwyer
Position: School Monitor
Salary: Grade 3, Step 1, $10.06/hr
Effective Date   May 7, 2014
Probationary Period: May 7, 2014 – November 7, 2014
Reason: Replace Kari Beck

Employee: Sarah E. Dudley-Lemek
Position: Assistant Superintendent of Schools
Salary: HAA / $110,000.00 (effective May 6, 2014)
Probationary Period: October 2, 2013 – October 1, 2016
Tenure Area: School District Administrator

STUDENT REPRESENTATIVE COMMENTS - Priyanka Dongare

BUSINESS AND OPERATIONS:

ASSISTANT SUPERINTENDENT'S REPORT

SUPERINTENDENT'S REPORT:

BOARD OF EDUCATION:

New Business:
   a) **Rescind Policy #6560**
      BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves rescinding Policy #6560 Non-Represented Employees: Salary and Benefits and Conditions of Employment.

   a) **Annual Budget Vote & Election** – To be held on Tuesday, May 20th. Polls are open from 6:00 a.m. to 9:00 pm at the Highland High School, Band room.

   b) **Correspondence** – Any correspondence received by the Board may be discussed.

   c) **Future BOE Agenda Items** – To be submitted the Tuesday prior to following Board meeting.

Old Business:

a) **Capital Project** – Discussion

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

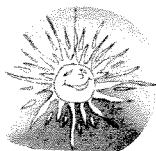## EXECUTIVE SESSION: Anticipated upon Board approval

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 or securities held by such public body, but only when publicity would substantially affect the value thereof.

ADJOURNMENT

TWO WEEK LOOK AHEAD

Monday, May 5th	Facilities Meeting
Tuesday, May 6th	Budget Hearing @ 6pm, BOE Meeting to follow
Thursday, May 8th	NO SCHOOL for students County-wide Scoring Day Kindergarten Screening @ ES 8:30am – 3:00pm
Wednesday, May 14th	High School Spring Concert @ 7pm
Thursday, May 15th	Senior Citizen Prom @ 5:30pm HS Café 8th Grade Boston Trip
Monday, May 19th	Facilities Meeting
Tuesday, May 20th	BOE Elections and **Budget Vote** 6am-9pm in HS Band Room BOE Meeting 7pm
Wednesday, May 21st	Grades 9-11 Academic Awards @ 6:30pm
Thursday, May 22nd	Memorial Day Assembly @ 9:30am HS
Friday, May 23rd	NO SCHOOL for students (Memorial Day)

Assistant Superintendent's Report

Sarah Dudley-Lemek   May 6, 2014

1. Site Visit to Fraser Public Schools-April 15, 2014

While I was in Michigan over break, I had the opportunity to visit Fraser Public Schools to learn about their 1:1 ipad program. It was an interesting, inspiring and generally amazing day. The one thing that made the biggest impression on me (and there were many to choose from) was the district's dedication to their mission and vision. Every person I spoke with (teachers, students, BOE members, admins) was able to discuss the mission and their part in the vision and you could see it being lived in each building I visited. I've attached an outline of my visit and would be happy to answer any questions you have.

2. May 8

We have a full work day planned for our Superintendent's Conference Day on May 8. Many teachers will be off site scoring the 3-8 state math assessment. However, those who remain have tasks that continue our year-long effort to improve vertical and horizontal curriculum alignment with Common Core Learning Standards. I have included a schedule for the day.

3. Summer Work

By next week, we will have a finalized plan for the summer work we will be doing with teachers . We will offer a variety of opportunities at all three levels, all focused on the goals I presented in March: Curriculum Alignment, K-12 Math performance, ELA achievement for Students with Disabilities and Technology Integration.

4. Math Initiative

As you will see when Deborah and I present on the School Report Card later in the month, Math is an area of concern for HCSD. This year we have focused much of our professional development K-8 on writing and refining curriculum maps in math and learning "new" strategies for teaching math. (As you saw with the rekenrek demonstrations.) By the end of the school year, all grades, K-5, will have initial maps aligned to CCLS and common math vocabulary at each grade level. The Middle School has looked closely at the types of data they can use to monitor student work in addition to work on the maps. The High School focused their attention on the first year of the new Common Core Algebra course and are now turning attention to Common Core Geometry which starts next year. We will continue the work through the summer and into next year on math maps, assessments and instructional methods, both within district and as part of the county wide math initiative at the BOCES level. The good news is that early reports from teachers on this year's math assessment are relatively positive.

5. ELA and Literacy

Recently, I have been visiting K-2 classrooms to see their writing and reading program. It has been a joy to witness the students' eagerness to read and write. The Reader's and Writer's Workshop program embraced at the primary level provides a strong blend of whole class instruction and individual conferencing. I was able to have very informed and interesting conversations with students about both their reading and the writing process. We are exploring the possibility of expanding the program into the intermediate grades.

At the High School, Chris Parker has been working with teachers on literacy strategies in science. The goal is to integrate strategies for reading and writing into the content areas as required for College and Career Readiness. Very often, these skills are not taught in teacher preparation programs at the secondary level, but are incredibly important with the new Common Core Learning Standards. We hope to continue that work through the summer and into next year on a broader scale working across many content areas.

6. State Assessments

All the numbers are not yet in, but it looks like we had a higher number of students who "refused" the state math test than the ELA one. We are anxious to hear how the state will address the large numbers of refusals as they look at school report card data and APPR scores. Joel, Dan and their staffs did a great job administering the test and minimizing the impact on the students' days.

Fraser Site Visit—Notes and Observations
April 15, 2014

1. *Mission and Vision*
   a. Simon Sinek—The Golden Circle
   b. Innovate. Learn. Lead.
   c. Every member of the school community was able to discuss the mission and their part in the vision: teachers, students, BOE members, administrators
2. *The program*
   a. Fraser schools
      i. Roughly 5400 students district wide
      ii. 5 square mi district
      iii. 47% F&R, 32% Schools of choice
   b. 1:1 ipads grades 3-12, K-2 9 ipads in each classroom + weekly lab time and cart
   c. Each teacher in the district received an ipad and macbook
   d. An "Apple" District, Apple tv in each classroom
   e. District website: http://www.fraser.k12.mi.us/pages/FraserPS
   f. Link to technology page: http://www.fraser.k12.mi.us/pages/FraserPS/Departments_Programs/Technology
   g. Passed a bond to fund the initial 1:1 roll out
3. *Interesting Ideas*
   a. SHOUT-Students Helping Others Understand Technology-ES
   b. Student help desk in library at HS
   c. 21st Century Literacy Teachers at each building
      i. ES-digital citizenship 1x per week K-5, rest of time coaching
      ii. HS (3)-each taught one hybrid course, plus coaching
      iii. Shifted funding from LEAP program to 21st century-revisioning
   d. HS Hybrid classes
   e. Lightening Talks
      i. 3-5 minute talks on a specific subject
4. *Advice for success*
   a. If you can't have a conversation about the vision, don't even start!
      i. Why is this important to our kids and our community?
   b. Communicate with all members of community and allow them to communicate to others
   c. Don't set yourself up for failure
      i. Good PD
      ii. Emphasize that it's ok to take risks (no gotcha's, not a part of evaluation)
      iii. Technology is disruptive-will most likely see a dip
5. Apps/Programs
   a. Dreambox-Math
   b. Educreations (flipped classroom)
   c. Kidblogs
   d. Book Creator
   e. Edmodo
   f. Newsela.com
   g. Common Sense Media (digital citizenship)

HIGHLAND CENTRAL SCHOOL DISTRICT
320 Pancake Hollow Rd., Highland, NY 12528

OPERATIONS & MAINTENANCE DEPARTMENT
Peter D. Miller, Superintendent of Buildings & Grounds

(845) 691-1046 - Fax (845) 691-1016

BOARD OF EDUCATION
May 6, 2014
OPERATIONS AND MAINTENANCE REPORT

GENERAL

- We are pulling things back together after a very rough winter. The Town of Lloyd Highway Department swept the parking lots and the buildings are shaping up as less dirt is tracked in. Damaged grass areas being repaired and reseeded.

- Grounds, Maintenance and Custodial personnel are working hard to ensure all the facilities are in the best possible condition. Preparations are being made and maintenance and custodial schedules organized for the end of the school year events.

GROUNDS

- Spring sports have been ongoing in earnest since before the snow melted. This was the first year in quite some time we painted brown fields with sports field markings. But that has all changed now as the grass is growing vigorously and the cycle of mowing and marking fields is in full swing. Hopefully rain does not interfere with the sports schedule too much.

- The Town of Lloyd Highway Department will be completing some Guide Rail repairs at the middle school and they also delivered a load of "Item 4" to fill pot holes in the bus compound.

FACILITIES

- As reported last month, the hot water system (28 years old) used in the H/S for the non-heating season has failed. We are continuing to looking at options to replace this equipment to alleviate the necessity of running a heating system boiler to make hot water. Using the "old" middle school water heater may not be an option due to its capacity.

- The roofs fared well during the winter. We are experiencing issues with the expansion joints on the high school roof leaking. We are looking to have some outside expertise applied to this issue to determine a course of action between now and when the roofs potentially are re-coated for the warranty.

EQUIPMENT

- No new or additional issues.

SCHOOL BUS MAINTENANCE

- Twenty-four (24) buses have been inspected for this year's inspection cycle beginning April 1, 2014. NO buses have failed inspection. 100% passing rate.

- Buses #115 and #138 have been permanently removed from service.

  - #115 (2000) was taken out-of-service and not submitted for inspection this month on the basis it would fail due to rusted cross members.

  - #138 (2005) is a Ford bus with a 6.0 Liter International/Navistar engine. It is obvious it has a blown head gasket, but replacing only the head gasket and the cost of the labor and materials to complete this task would have a high potential to be a waste of money, given the history of this unreliable engine model, and not knowing if the engine suffered other internal damage as a result of the head gasket failure.

RECORDS MANAGEMENT

- All district records, from all four (4) buildings, have been relocated to the new records room facility (constructed last year through a grant) at the middle school. Also through a Local Government Records Management Improvement Fund grant, these records are being sorted, assessed, categorized and assigned disposition dates where applicable to minimize the volume of stored materials.

- All records management work is being completed using the NY State Education Department's Records Retention and Disposition Schedule ED-1.

- As of April 30, 2014, one hundred twenty-four (124) boxes of records have been slated for proper records destruction.

- This work must be completed by June 30th, 2014, within the allotted budget of the grant.

PERSONNEL

- Two (2) custodial worker positions, one (1) retiree and one (1) resignation are in the process of being filled. Applications/Letters of Interest are being sorted and evaluated for the interview process. This should be completed during the month of May with recommendations to the Superintendent for the first June BOE meeting.

End of Report

HIGHLAND CENTRAL SCHOOL DISTRICT
INTRADISTRICT COMMUNICATION

To: Ms. Haab, Superintendent of Schools

From: Ms. Maria McCarthy, Food Service Director

Date: April 22, 2014

Subject: March 2014 – Activity Report for Foodservices

A) Meal Counts

1) Breakfast – average meal count is now 254 per day. These figures only include reimbursable meals, not a la carte sales. Participation was 14.5%.

2) Lunch – average meal count is now 939 per day. Participation was 53.8%.

- There were 20 serving days.

- 35% of our enrollment qualify for free and reduced meal status.

B) Highlights

- On March 13th I attended the Healthier Hudson Valley Challenge offered through Ulster County BOCES. There were various presenters discussing the new regulations for the 2014-2015 school year as well as ideas to increasing breakfast participation. Meghan Connors participated in the panel and shared her experience with providing a school wide breakfast during several state testing days at the Highland Middle School.

If you need further information, please contact my office.

Instructional Technology Services – PARCC Update

(Excerpts from PARCC Frequently Asked Questions – Updated September, 2013)
What are the components of the PARCC assessment system?

The assessments will cover English language arts (ELA)/literacy and math for grades 3–11. The system includes the following components:

- Diagnostic assessments in reading, writing and mathematics – **optional** - available throughout the year, will help teachers identify students' strengths and weaknesses.
- Mid-year assessments in ELA/literacy and mathematics. Designed to be given mid-way through the year, **optional**, help schools shape decisions about curriculum, instruction and professional development.
- Performance-based assessments (PBA) in ELA/literacy and mathematics. **All** students will take this summative test **toward the end of the school year** to show what they know.
- In ELA/literacy, this will involve analyzing literature and a narrative writing task. Students will read texts and write several pieces to demonstrate they can read and understand sufficiently complex texts independently; write effectively when using and analyzing sources; and build and communicate knowledge by integrating, comparing and synthesizing ideas.
- In math, students will be asked to solve problems involving the key knowledge and skills for their grade level (as identified by the CCSS), express mathematical reasoning and construct a mathematical argument, and apply concepts to solve model real-world problems.
- End-of-year assessments (EOY) in ELA/literacy and math. **All** students will take this at the **end of the school year.** The results will be combined with the performance-based assessment to produce a student's summative assessment score. For the end-of-year assessment, students will demonstrate their acquired skills and knowledge by answering computer -based, machine scorable questions.
- Speaking and listening component (ELA/literacy only). **All** students participating in the PARCC assessments will demonstrate speaking and listening proficiency using this tool, which can be **administered anytime during the academic year**. While this is a **required** component of the assessment, currently PARCC does not envision combining results from this with those of the performance-based assessment or end-of-year assessment to determine a student's summative assessment score.
- Item and task prototypes that illustrate what will be included in the PBA and EOY components are available here: www.parcconline.org/samples/item-task-prototypes .

When will the PARCC assessments be ready?

- PARCC is on track to deliver the new tests in the 2014–15 school year.

Will the PARCC high school ELA/literacy and mathematics exams be given at the end of the course or end of the grade?

- The high school ELA/literacy exams will be given **at the end** of the grade (for grades 9, 10 and 11).
- The high school math exams will be given **at the end of the course**. PARCC is creating two sequences of exams, aligned to two different math course sequences.

Highland and PARCC

As you can see from the requirements, we will have many students taking exams throughout the school year. The Tech. Dept. needs to make sure we have adequate approved devices and bandwidth. Scheduling considerations can help determine if devices can move between buildings.

All of the devices we intend to use for testing are on the approved list for PARCC technologies. Remember, when a device is used for testing, it will be taken away from instruction.

Current Highland technologies that meet the PARCC requirements:

Type of Device	Approved Oper. System	Browser and other requirements for locking down the computer.	Accessories – Headphones /Earbuds / Microphones
PC	☑ Windows 7	☑	NEED headphones, microphones
Tablets	☑ iPads – iOS 7.1	☑	NEED keyboards, headphones.
Laptops	☑ Windows 7	☑	NEED headphones, microphones

Devices Available

	PC – labs and libraries	Tablets	Laptops	Ttl.
ES	42	100	28	170
MS	50	75	20	145
HS	50	100	55-Science, ELA, Lib	205

No classroom PC's have been accounted for in this list, as I have reserved those for insurance and fall back situations. In both the ES and the MS, there are some rooms with 3 or more workstations that could be used for students – especially ones who may require other accessibility devices such as special keyboards, etc.

We will run some sort of bandwidth test in house – hopefully in the fall. We need to make sure we have enough Wireless Access Points in the rooms where wireless devices will be used. Consideration as to room utilization, scheduling, 'rounding up' of all devices with enough lead time to get the devices locked as to the specifications will need to be taken and discussed. For example, it may be possible to create 3 or 4 classrooms with enough Wi-Fi and wireless iPad / laptop carts that will be the testing rooms for the time it takes to pass all the students through the test.

Concerns

iPad – Notes

The Tech. Dept. continues to work tirelessly on deploying iPads. Getting all of the systems to work in tandem is a continuous challenge. (Apple, the Management System, Cisco Wi-Fi, etc.) We think we finally got it!!! ☺ (I attached a Blog Post in case you would like to see some of

what we go through — and it's not just us!! iPads are still a highly engaging instructional tool, however...) So, we will continue to purchase more iPads, because we know we can lock the iPad down to one App. (PARCC will use an App on the iPads for access to the test.)

We need to start stockpiling iPad keyboards, and currently we are looking at the cheapest way to do this. Also — an iPad usually uses Bluetooth keyboards - it's conceivable that one room with 30 Bluetooth devices will just create conflict and no keyboard will work. We are still exploring the remedy before purchasing several thousand dollars' worth of keyboards.

PC - Notes

Getting all of our lab and library PC's ready to be used for PARCC testing will take those devices out of circulation for days. We are working on the best / fastest way to use the network to push out a testing 'image' to precipitate this since all of our libraries and labs are fully utilized on a daily basis.

Headphones & Microphones

Each and every device will require a headset. Good ones can run around $50. Some districts have considered requiring students to have their own set of ear buds (pre-approved so the driver won't need to install during the test) in order to alleviate the cost.

All of our PC's will require a microphone — if not already attached to the headphone)

Tech Support. — We do not have enough bodies in the Tech. Dept. Prepping / testing / moving/locking down of devices in preparation is days and weeks of work, regardless of what we normally do on any given day. Let alone upon the testing day itself. Scheduling will have to reflect this, I am hoping.

Devices — The devices we own conceivably could be used solely for testing — especially at the end of the year. It will be very difficult for teachers to use technology within their instructional day when they know it won't be available possibly for weeks at a time.

Financial — All of our monies will be spent for devices used for testing. We have 250 + machines that are all purchased in 2008 and 2009. These are what our teachers are using. They need to be replaced. Currently, on State Contract, we can get a great Dell PC for $650. I am working on getting some to rollout over the summer, but that takes $ away from a testing device. ☺

Comment by Smith, Jeffrey R on September 20, 2012 at 6:48pm

Under the heading "Application Purchase and Management" the single most important questin to ask is "who is going to install these apps?"

Every single app has to be be tied to a specific iTunes account. This is not negotiable with Apple. there is no such thing as a site license.

Unlike a windows deployment, you can't just write a Group policy that installs the software the next time that device talks to the server. No fuss, no muss.

In a 1:1, not cart situation, are you going to give a student the user/pass to the itunes acct that has your pages/keynote/numbers vouchers so they can do the installation?

Are you going to leave these 1:1 ipads signed into the account?

Remember, if app synching is turned on, all it takes is one student to download TempleRun on your common account and then EVERYONE ends up with TempleRun. I've talked to itunes support, when that happens, tough luck. There is no means tracking who the original culprit is.

Ok, so you don't want to leave them signed into a common account. For free apps in a high school, no big deal. The students can install using their own itunes account.

But what about paid apps? You decide that all ipads need to have Pages, Keynote and Numbers. So you buy 500 vouchers. If those same HS students install these apps with their personal itunes account, you just gifted all of those apps to them. That student who tranferred out after using one of your vouchers just took that app with them. That means next year when a new class of students come in, you have to buy them all over again.

Sooo, for sake of money, you keep them locked to a school owned account that you can control and maintain. You can't give that acct info out. That means a staff member has got to touch every single ipad to install those apps. Let me repeat that: someone. has. to. install. every. single. app.
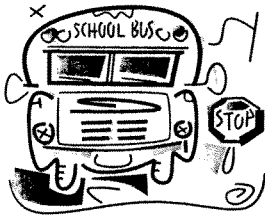
For classrooms where the students are under the age of 13, they can't have an itunes account. All apps, free or paid need to be installed by someone else.

That is a time parasite of monumental proportion. There is no getting around it. Someone has to install those apps. I installed 6 paid apps on 350+ ipads. I worked 12 hour days from the beginning of august to the 2nd week of school in order to get these devices ready for use.

Until apple finally listens and allows IT administrators to deploy an app via mdm without having to enter in an itunes acct user/pass, do not underestimate the extra hundreds of hrs of prep time that is going to be involved in initial deployment. And lets not forget iOS updates!

With iOS 6 out now, i get to go through and do it all over again. But hey, on the good side, they include better facebook integration with iOS 6. (eye roll)

TRANSPORTATION DEPARTMENT
HIGHLAND CENTRAL SCHOOL DISTRICT

TO: Deborah Haab
            Sarah Dudley- Lemek
FROM: Debbie Tompkins
RE: Report to BOE May 6, 2014

- On Saturday April 26th School Bus Drivers Debbie Owen and Stephanie Doland competed in the annual Hudson Valley School Bus Rodeo. Drivers from all over the Hudson Valley competed against each other their driving skills and knowledge of bus safety. Stephanie Doland came in second place in the transit division and will compete in July in the New York State Rodeo.

- Bus # 138 a van has suffered a blown motor and it will not be cost effective to fix. The intention will be to keep bus #136 a suburban for another year and surplus or scrap bus #138.

School Bus Safety is ..... One bus stop at a time