

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

December 3, 2013

OPERATIONS AND MAINTENANCE REPORT

GENERAL

- Operations are going well. We have had a greater amount of absences due to illness than normal but for the most part we are keeping up with the work and the building look good.

GROUNDS

- Fall sports are complete. Grounds men are preparing winter equipment for the snow season.
- Grounds men have continued to mulch leaves and keep the campuses looking neat and cared for.

FACILITIES

- There are a number of issues with HVAC in the elementary school. These are due to the failing of the antiquated Circon System controlling the HVAC system. Mr. Uecker and TBS (vendor) have been working to minimize the impact on the building with fairly good success.
- Temporary replacement sewage pumps at the high school have been installed. One of the pumps installed in 1984 and rebuilt in 2008 failed and the other was not pumping at capacity so both were replaced in anticipation of complete overhaul of the pumps and controls in the capital project.

EQUIPMENT

- Tractors and trucks are becoming issues. Most of the tractors fall back to circa 1985. The dump truck (2006) has significant issues including heavy rust. The pickup trucks (2006 – 2008) are beginning to show significant chassis and drivetrain rust because their travel distances are minimal. These rust issues result in component replacements normally not encountered.

SCHOOL BUS MAINTENANCE


- Fifty-eight (58) buses have been inspected so far on this year's inspection cycle. Five (5) buses failed initial inspections. 91.37% passing rate.
- Also on older busses (1999 – 2003), we are seeing the effects of the unpaved bus compound on the structural supports for the flooring as we are observing decay due to rust on these components. This damage has resulted in the inspection failure of #133 and #113 to "temporarily-Out-of-Service" (TOS) due to rusting cross members.

PERSONNEL

- One Custodial Worker has indicated he will be retiring on December 20th. The opening has been posted.
- One full time employee is out on leave and the position is currently being filled by a substitute.

Highland Central School District

Pete Watkins, Athletic Director
845-691-1031
FAX 845-691-1033

To: Mrs. Haab
From: Pete Watkins 
Date: November 25, 2013
Subject: Board Update

- Winter sports season has begun and all teams are preparing for their first contests. There are presently 119 students participating at the high school level. (19%)
- Although we have combined with Marlboro for bowling, we do not have any Marlboro students participating on the bowling team.
- Presently we have two boys that are swimming with FDR and Marlboro for the season.
- We have one varsity male bowler and one junior varsity female basketball player that have qualified under the rules of selection classification.
- We have 39 MHAL Scholar Athletes. These students had a 90% or better average for the first quarter.
- They following teams qualified as New York State Public High School Athletic Association Scholar Athlete Teams: Boys Varsity Soccer, Varsity Cross Country, Girls Varsity Soccer, Girls Varsity Volleyball. (A minimum number of team members must have a combined average of 90% or above to qualify for this award).

Thank you,

PW/esm

HIGHLAND CENTRAL SCHOOL DISTRICT

INTRADISTRICT COMMUNICATION

To: Ms. Deborah Haab, Superintendent of Schools

From: Ms. Maria McCarthy, Food Service Director

Date: November 19, 2013

Subject: October 2013 – Activity Report for Foodservices

A) Highlights

- 1) The required annual Federal Verification Collection Report of the free and reduced meal applications has been submitted to Child Nutrition.

B) Meal Information

- 1) Breakfast – average meal count is now 246 per day.
These figures only include reimbursable meals, not a la carte sales.
There were 21 serving days for breakfast.
- 2) Lunch – average meal count is now 946 per day.
There were 21 serving days for lunch.
- 3) Participation for breakfast was 13.3%. Participation for lunch was 51%.
- 4) Currently 35% of the district enrollment qualifies for the free and reduced meal program.

If you need further information, please contact my office.

Highland Central School District
2014-2015 BUDGET DEVELOPMENT CALENDAR

December 20, 2013	Building Administrators & Directors Submit complete budgets
January 07, 2014	BOE Budget Preliminary Discussions
January 21, 2014	BOE Budget Workshop & Presentations
February 04, 2014	BOE Budget Workshop & Presentations
February 18, 2014	BOE Budget Workshop & Presentations <ul style="list-style-type: none"> • Student Input
March 04, 2014	BOE - Administration's Proposed Budget Presentation <ul style="list-style-type: none"> • Community Input
<i>March 11, 2014</i>	<i>Possible BOE Meeting (if necessary)</i>
March 18, 2014	Budget Workshop & Presentations <ul style="list-style-type: none"> • Community Input
March 30 - April 04, 2014	Advertise 1 st Legal Notice 45 days prior to vote
April 01, 2014	Budget Workshop & Presentations
April 14 - 18, 2014	Advertise 2 nd Legal Notice
April 15, 2014	Budget Adoption & Property Tax Report Card Meeting (by law must not be later than 04/22/14)
April 23, 2014 ⁽¹⁾	<i>Property Tax Report Card submitted to SED and local newspaper of general circulation</i>
April 28, 2014 ⁽²⁾	<i>Budget Statement and required attachments available at each school building</i>
April 28 – May 02, 2014	Advertise 3 rd Legal Notice
May 06, 2014 ⁽³⁾	Legal Budget Hearing
May 12, 2014 ⁽⁴⁾	<i>Budget Notice must be mailed to eligible voters</i>
May 12 - 16, 2014	Advertise 4 th Legal Notice
May 20, 2014	Budget Vote

SED Deadlines for Actions Listed Above:

- (1) By end of next business day following the budget adoption but no later than 24 days prior to Budget Vote
- (2) At least seven (7) days before Budget Hearing date and 14 days before Budget Vote.
- (3) Budget Hearing at least seven (7) days, but not more than 14 days prior to the annual meeting and election.
- (4) School District Budget Notice must be mailed after the Budget Hearing and at least six (6) days prior to the Budget Vote.

HIGHLAND CENTRAL SCHOOL DISTRICT

Business Office, 320 Pancake Hollow Road, Highland, New York 12528
Phone: (845) 691-1008 ~ Fax: (845) 691-1003

TO: Deborah Haab, Superintendent of Schools
FROM: Louise M. Lynch, School Business Administrator
DATE: November 21, 2013
RE: **ACCEPT DONATION & BUDGET INCREASE**

Louise M Lynch

The District is in receipt of a donation in the amount of \$500 from the Chestnut Mart Exxon Mobil Station, 660 Route 9W, Highland, New York.

Please have the Board authorize the following resolutions:

BE IT RESOLVED that based upon the recommendation of the Superintendent of Schools the Board of Education accept the donation in the amount of \$500 from the Chestnut Mart Exxon Mobil Store #11260, 660 Route 9W, Highland, New York.

FURTHERMORE BE IT RESOLVED that based upon the recommendation of the Superintendent of Schools the Board of Education approve the budget increase of \$500.

<u>Appropriations</u>	<u>Total \$500</u>	
Computer Equipment	A2630-201-05-0000	Total \$500

<u>Revenues</u>	<u>Total \$500</u>	
Gifts & Donations A2705		Total \$500

C: Joel Freer
Carol Potash
Carol Robinson