Highland Central School District

AGENDA

Board of Education Meeting
Tuesday, April 7, 2015
6:00 pm Executive Session (Pending Board Approval)
7:00 pm Open Meeting
To be held in the High School Cafeteria



EXECUTIVE SESSION (Pending on Board Approval)

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

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS:

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

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 report(s):

a) Board of Education Meeting Minutes - March 19, 2015

CURRICULUM AND INSTRUCTION:

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) Retirement

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, accepts, with regrets, the following resignation for purpose of retirement as follows:

Employee: Martin V. Szostak

Position: Supervisor/Mechanic – Bus Garage

Effective Date: July 3, 2015 Purpose: Retirement

b) Coach - Volunteer

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following coaching appointment for the spring 2015 season:

Angelina Peter

Position: Volunteer Assistant Coach for Varsity Boys & Girls Track

Effective Date: March 16, 2015

BUSINESS AND OPERATIONS

a) Budget Transfer

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following budget transfer dated March 31, 2015:

• Budget Transfer Number 8469 \$ 58,493.00

• Budget Transfer Number 8471 \$165,000.00

b) Health & Welfare Contracts

Wappingers Central School District

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the 2014-2015 Health & Welfare Contract for one (1) student at a cost of \$633.37 per student for a total of \$622.27 with the Wappingers Central School District and authorize the Board President and District Clerk to execute the contract.

New Paltz Central School District

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the 2014-2015 Health & Welfare Contract for Six (6) students at a cost of \$866.06 per student for a total of \$5,196.36 with the New Paltz Central School District and authorize the Board President and District Clerk to execute the contract.

STUDENT REPRESENTATIVE COMMENTS

SUPERINTENDENT COMMENTS

ASSISTANT SUPERINTENDENT'S COMMENTS

BOARD OF EDUCATION:

New Business:

a) School Calendar for the 2015-2016 School Year

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the recommended 2015-2016 school calendar.

- b) <u>Ulster BOCES Proposed Budget for 2015-2016 School Year</u> (for review) Dates to remember
 - Ulster BOCES Annual Meeting Monday, April 13, 2015 at 6:30 pm.
 - Ulster BOCES Administrative Budget & Ulster BOCES Board of Education Candidates for the 2015-2016 School Year Wednesday, April 22, 2015
 - Highland's Board of Education Meeting is scheduled for WEDNESDAY, April 22, 2015
- c) Correspondence Any correspondence received by the Board may be discussed.
- d) Future BOE Agenda Items

Old Business:

a) Education of Homeless Children – 3rd Reading

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, adopts the Education of Homeless Children Policy.

b) Budget Discussion for the 2015-2016 School Year

PUBLIC COMMENTS:

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

EXECUTIVE SESSION: Anticipated upon Board approval

BE IT 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. ____ 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
securitie	s, or sale or exchange or securities held by such public body, but only when publicity
would su	ibstantially affect the value thereof.

ADJOURNMENT

Highland Central School District

MINUTES

Board of Education Meeting

Thursday, March 19, 2015

(Rescheduled from March 3, 2015)

5:00 pm Open Meeting

To be held in the High School Cafeteria



MEETING AVAILABLE LIVESTREAM

ATTENDEES:

Board Members: Alan Barone, Sue Gilmore, Tom Miller, Debbie Pagano (absent), Mike Reid, Mike Bakatsias, Heather Welch

Administrators/Principals/Directors: Deborah Haab, Superintendent of Schools; Sarah Dudley-Lemek, Assistant Superintendent of Schools; Louise Lynch, Business Administrator; Carol Potash, Director of Technology; Maria McCarthy, Director of Food Services; Pete Miller, Director of Transportation

Student Representative: Danielle Stoner (absent)

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Board President Alan Barone called meeting to Order at 5:15 pm. The Pledge of Allegiance was then recited.

MOMENT OF SILENCE

Alan Barone opened the meeting with sending condolences to the New Paltz family of Kyle Brewer who recently passed away unexpectedly.

PUBLIC COMMENTS:

The floor was open for public comments. No comments were made at this time.

SPECIAL PRESENTATION

- a) Carol Potash presented, via power point, a budget overview from the Technology Department and discussed what the requests are for the 2015-2016 budget proposal. Topics of presentation included, but not limited to:
 - o Hardware / Software / Systems Support
 - o Student / Device Ratio
 - o Mobile Device Growth
 - o Current Technology Dept. Initiatives (Blended Learning/Flipped Classroom)
 - o Technology Staffing and the request to expand support.

- Further discussion took place. The Board then concluded discussion with recognizing Carol and her department for their remarkable growth in department.
- b) Debbie Tompkins and Peter Miller presented, via power point, their proposed plan regarding long term bus replacement. Topics of presentation included, but not limited to:
 - Buses out-of service:
 - Proposed plan on replacements for the next three years;
 - Recommended bus purchasing proposal for the 2015-2016 budget as follows:
 - o Two (2) Suburbans / Three (3) 65-passenger school buses
 - o \$412,000 / Transportation Aid = \$0.601 / \$164,388 Net Cost to the District;
 - Further discussion took place and it was decided that a proposed resolution will be recommended at the March 24th meeting.

The Board had the following questions/concerns/comments:

- Board will follow-up with a date to set up a tour of buses since the new camera have been installed:
- Age of buses vs. the mileage on vehicles;
- Bus inspections;
- Proposed resolution to be on the March 24th agenda.

ACCEPTANCE OF REPORTS:

BE IT RESOLVED that the Board of Education acknowledges reviewing the following report(s):

- a) Board of Education Meeting Minutes February 3, 2015 & February 17. 2015
- b) Claims Auditor November 2014 & December 2014
- c) Treasurer's Reports January 2015
- d) General Fund Budget & Revenue Status Reports January 2015
- e) Food Service Fund Budget & Revenue Status Reports January 2015
- f) Special Aid Fund Budget & Revenue Status Reports January 2015
- g) Capital Project Energy Performance Contract Budget Status Rept. Jan. 2015

Motion made by Mike Bakatsias; Second by Mike Reid; Discussion: none; Motion carried with a 6-0 vote.

CURRICULUM AND INSTRUCTION:

Directors' Reports: (Reports are on file in District Office)

Each month the Directors of Technology, Food Service, Transportation, Buildings & Grounds, and Athletics provide the Board with a written update.

The Board had no questions/concerns/comments.

PERSONNEL:

Motion made by Mike Bakatsias; Second by Tom Miller; Discussion: none; Motion carried with a 6-0 vote.

a) Appointment

BE IT RESOLVED that the Board of Education, upon the recommendation of the

March 19, 2015 Minutes

Superintendent of Schools, approves the appointment for the following individual as

follows:

Kristy Marchena

Position:

School Monitor - Elementary School

Salary:

Grade 3, Step 1 / \$10.06/hr

Effective Date:

March 4, 2015

Probationary Period: March 4, 2015 - September 4, 2015

Purpose:

To replace resignation from Corrina Barry

Tara Simpson

Position:

Teaching Assistant - Middle School

Salary:

Grade 7A, Step 1 / \$16,796

Effective Date:

March 13, 2015

Probationary Period: March 13, 2015 - March 13, 2018

Purpose:

Replacing Michelle McGrath, transfer to the HS to replace

Heather Ludwigson, resignation

Matt Relyea

Position: Salary:

Modified Baseball Head Coach Per HTA 2013-2018 Contract

Effective Date:

March 16, 2015

Purpose:

Coach

Cody Weaver

Position:

Modified Baseball Coach – Volunteer Assistant

Salary:

Volunteer

Effective Date:

March 16, 2015

Employee:

Alicia Reina

Position:

Modified Girls Track Head Coach

Salary:

Per HTA 2013-2018 Contract

Effective Date:

March 16, 2015

b) Child-Bearing Leave

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following leave of absence request:

Employee:

Holly A. Gasparian

Position:

Secretary to Student Services

Effective Date:

On or about April 6, 2015 – May 25, 2015

Purpose:

Maternity Leave

c) Extended Unpaid Leave of Absence

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the extended unpaid leave of absence as follows: Katie Kurry

Position:

Teacher Assistant

Effective Date: Present to March 9, 2015

Purpose: To fill maternity leave of Kara Henry

d) Extended Leave Replacement

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the extended leave appointment as follows:

Katie Kurry

Position: Special Education Teacher – Elementary School

Effective Date: February 3, 2015-March 9, 2015
Purpose: To fill maternity leave of Kara Henry

Carole Redmond

Position: Teacher Assistant – Elementary School

Effective Date: February 3, 2015-March 9, 2015
Purpose: Continue replacement for Katie Kurry

e) Correction to Title

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the corrected job title for employee Don Dibble to read as Mechanic Driver.

f) Coaching Appointment - Volunteer

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following volunteer coaching appointment for the 2015 spring season as follows:

William Purdy

Position: Assistant Varsity Boys Lacrosse - Volunteer

Effective: March 2, 2015

g) Rescind Coaching Appointment for the 2014-2015 School Year

BE IT RESOLVED, that the Board of Education hereby rescinds the resolution that acted upon at its August 5, 2014 Board meeting that appointed Paul Latino as Varsity Girls Golf Head Coach for the Spring of 2015 due to lack of enrollment.

BUSINESS AND OPERATIONS:

a) Budget Transfer

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the budget transfer dated February 24, 2015 as follows:

• Budget Transfer Number 7339 \$80,000.00

Motion made by Sue Gilmore; Second by Heather Welch; Discussion: none; Motion carried with a 6-0 vote.

b) **Donation Acceptance**

BE IT RESOLVED that the Board of Education, upon the recommendation of the

Superintendent of Schools, accepts the generous donation from 20th Century Limited ("TCL") Drum & Bugle Corps of six (6) Pearl marching snare drums in exchange that the building use fee be waived for twelve (12) evenings at the elementary school.

Motion made by Sue Gilmore; Second by Tom Miller; Discussion: none; Motion carried with a 6-0 vote.

c) Surplus Bus/Equipment

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, accepts the following bids: One (I) 1999 Blue Bird 65 Passenger Bus BAAGCSA7XF079806 sold to Jeff Frederickson of LaGrange Transport in the amount of \$1,270.00. One (I) 1999 GMC 12/1 wheelchair passenger van 17, VIN GDHG31 FOXI 137233 sold to Jeff Frederickson of LaGrange Transport in the amount of \$456.00. One (1) 2003 Ford 30 passenger Van #133, VIN #1FDWE45F53HA26434 sold to Jeff Frederickson of LaGrange Transport in the amount of \$501.00. one (1) 1997 Blue Bird 65 Passenger Bus #106, VIN #1 BAAGCSA4VF065570 sold to Michael DeVino of DeVino Trucks and Parts in the amount of \$587.00.

One (1) 2005 Ford 30 passenger van #138, VIN IFDXE45P45HB39260 sold to Jeff Frederickson of LaGrange Transport in the amount of \$510.00. One (1) AT 545 Allison Transmission sold to Jerry Erichsen of Erichsen's Auto in the amount of \$26.00. Motion made by Sue Gilmore; Second by Mike Reid; Discussion: none; Motion Carried with a 6-0 vote.

d) Surplus/Coolers

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the two Beverage Air milk coolers, Model #HFC134A; Inventory tag numbers 20120280/000152 and 20120281/000151 as surplus. Motion made by Mike Bakatsias; Second by Mike Reid; Discussion: none; Motion Carried with a 6-0 vote.

e) Health& Welfare Contract for Hyde Park

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the 2014-2015 Health & Welfare contract for ten (10) students at a cost of \$816.00 per student for a total of \$8,160.00 with the Hyde Park Central School District and authorize the Board President and District Clerk to execute the contract. Motion made by Sue Gilmore; Second by Tom Miller; Discussion: none; Motion carried with a 6-0 vote.

f) Budget Discussion for the 2015-2016 School Year

The following topics, but not limited to, were discussed:

- State aid has not been determined as of today's date;
- The rest of building/department administrators will be presenting their "wish list" for upcoming budget at the March 24th agenda;
- On-time budget news release from Albany will be announced about end of March;
- April 7th Board of Education meeting anticipating to adopt budget;

- Gap elimination discussed;
- Revenue gap discussed;
- An alternative plan is being reviewed by administrators in the event there is a gap in budget.

At 6:35 pm Mike Bakatsias had to excuse himself from Board due to prior commitment.

STUDENT REPRESENTATIVE COMMENTS

Due to rescheduling in meeting, Danielle Stoner, was absent from meeting.

SUPERINTENDENT COMMENTS

Deborah Haab updated the Board on the following events/topics:

- Countrywide meeting took place on March 6th which discussed gap elimination and what it means to District.
- Recognized Educational Foundation and Board for their efforts in a very successful snowball fundraiser event. All proceeds go directly to students. Thank you also to community for their generosity.

The Board had no questions.

ASSISTANT SUPERINTENDENT'S COMMENTS

Sarah Dudley-Lemek updated the Board on the following events/topics:

- Blended Learning has been well received by teachers. During Spring Break many teachers will be involved with Blended Learning Academy that will take place. Recognized Carol Potash and Technology Department for their support.
- Town of Lloyd Police will be conducting a get-together at HMS to talk about social media safety on March 23rd at 6:30 pm.
- The book "River of Dreams" will be used in curriculum throughout the District in upcoming school year.

BOARD OF EDUCATION:

New Business:

a) UCSBA – Date is scheduled for Thursday, March 26, 2015 at 7 pm.

b) **BOCES Board Seat Vacancies**

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, nominates Sue Gilmore to run for candidacy for the Ulster BOCES Board of Education which is to be held on April 22, 2015.

Motion made by Tom Miller; Second by Heather Welch; Discussion: Board President thanked Sue Gilmore for accepting nomination; Motion carried with a 5-0 vote.

c) Technology Plan

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the attached Technology Plan for school year 2015-2020.

Motion made by Sue Gilmore; Second by Mike Reid; Discussion: Board recognized Carol Potash and department on the remarkable job their department has been accomplishing; Motion carried with a 5-0 vote.

d) Shared Services Contract Termination

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, does hereby approve the following resolution;

Whereas, the Board for reasons of economy and efficiency, has determined that it is appropriate to terminate the "Shared Services Contract between the Marlboro Central School District and the Highland Central School District";

Be It Further Resolved, that the Superintendent is hereby directed to provide written notice to the Highland Central School District of this resolution;

Be It Further Resolved, that the Superintendent of the Marlboro Central School District and the Superintendent of the Highland Central School District mutually agree to the termination of the Shared Services Contract;

Therefore, Be It Further Resolved, that the Board of Education hereby terminated the "Shared Services Contract" effective close of business Friday, March 6, 2015.

Motion made by Tom Miller; Second by Mike Reid; Discussion: The positive initiatives that took place over this past year will continue to be supported. One of the factors resulting in termination of shared services was change of leadership that occurred at Marlboro Central School District. Alan Barone expressed disappointment of the short notice. Further discussion took place regarding this. Motion carried with a 5-0 vote.

- e) <u>Correspondence</u> No correspondence discussed at this time.
- d) Future BOE Agenda Items

Old Business:

a) Board Policy – Education of Homeless Children – (Draft)

Discussion took place. Sue Gilmore asked if there were, if any, a number of homeless children here in District. Deborah Haab will get back with her. After discussion of policy, it was agreed that a 2nd Reading will take place on the March 24th meeting.

b) Memorandum of Agreement - (HELPA)

BY AND BETWEEN THE SUPERINTENDENT OF SCHOOLS AND BOARD OF EDUCATION OF THE HIGHLAND CENTRAL SCHOOL DISTRICT, hereinafter referred to as "The District" and THE HIGHLAND ESSENTIAL LABOR PERSONNEL ASSOCIATION, hereinafter referred to as "HELPA"; WHEREBY, the District and HELPA agree to revive and incorporate the provisions of the Collectively Negotiated Agreement between them that expired on June 30, 2012 into a six (6) year successor agreement, effective July 1, 2012 through June 30, 2018, except as modified by the provisions noted attached

Motion made by Sue Gilmore; Second by Heather Welch; Discussion: Sue Gilmore recognized HELPA for their patience during this negotiating time.

- c) <u>Capital Reserve</u> Discussion took place on establishing a reserve, savings account, for future projects. Topics of conversation included, but not limited to:
 - o Proposed proposition language
 - o Maximum dollar amount to be established.
 - o Advantages of establishing a capital reserve (savings account);
 - Methods of informing and educating the taxpayers on the advantages of setting a capital reserve;
 - o Proposed resolution to be on the March 24th agenda.
- d) **Bus Proposition** Discussion took place earlier in meeting (Special Presentation).

PUBLIC COMMENTS:

The floor was open for public comments. No comments were made at this time.

Motion made at 7:25 pm by Tom Miller to adjourn meeting; Second by Mike Reid; Discussion: none; Motion carried with a 5-0 vote.

ADJOURNMENT (7:25 pm)

Minutes recorded and submitted by Lisa M. Cerniglia, District Clerk

HIGHLAND CENTRAL SCHOOL DISTRICT INTRADISTRICT COMMUNICATION

To: Ms. Deborah Haab, Superintendent of Schools

From: Ms. Maria McCarthy, Food Service Director

Date: March 20, 2015

Subject: February 2015 – Activity Report for Food Service Department

A) Meal Counts

- 1) Breakfast A total of 3,083 breakfasts were served. This makes the average meal count 201 per day. This figure is reimbursable meals, does not include a la carte sales. Participation was 12%. There were only 17 serving days.
- 2) 73% of all reimbursable breakfast meals were served to the students who have a free or reduced meal status.
- 3) Lunch A total of 14,424 lunch meals were served. This makes the average reimbursable meal count 902 per day. Participation was 53%. There were 16 serving days.
- 4) 48.6% of all reimbursable lunch meals were served to the students who have a free or reduced meal status.
- 5) 34% of our enrollment qualify for free or reduced meal status.

B) Highlights

Our estimated entitlement money for the 2015/2016 school year is \$47,950.00. This will be used to order food items from approved processors and brown box items offered through OGS Donated Foods (Office of General Services).

In an effort to increase participation in the School Meal Program, I am working with Ms. Deborah Kelly in putting together a short survey for students and adults. This should provide a starting point to better understand our customer base.

If you need further information, please contact my office.

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 Mryrd Louise M. Lynch, School Business Administrator

DATE:

March 31, 2015

RE:

BUDGET TRANSFER ~ 2014-15 school year

Please have the Board approve the budget transfers dated March 31, 2015 at the next board meeting.

Budget Transfer Number 8469

\$ 58,493.00

Budget Transfer Number 8471

\$165,000.00

If you have any questions, let me know.

Cc: Lisa Cerniglia, District Clerk

Highland CSD 2014-15 Budget Transfer

Date:	3/31	/2015

						For Accounting Use Only
	From			To (Dark Carta)	Description	Budget Transfer#
Amount From	(Budget Code)	Description	Amount To	(Budget Code)	Central Processing BOCES	8469
				A1680-490-03-6050	District Testing BOCES	8469
			\$ 41,398.00	A2060-490-03-6140	District Testing BOCES	8469
	A2070-490-03-5550	Staff Development BOCES				8469
\$ 41,398.00	A2110-490-03-4020	Regular Instruction BOCES	\$ 165,000.00	A2250-490-03-2000	Special Instruction BOCES	8471
		C CITI Code Alle MS	3 163,000.00	A2230-490-03-2000	Special not action 2000	8471
	A2250-160-02-0000	Special Education Aides MS Special Education Aides ES				8471
	A2250-160-05-0000	Special Education Contractual				8471
	A2250-449-06-0000	Employee Benefits Health Insurance				8471
\$114,000.00	A9060-800-00-0000	Employee Benefits realth instruce				
			_			
\$223,493.00			\$223,493.00	<u> </u>		
Signature: Title:				(Originator)		
Recommend: Remarks:		Disapproval () due to programatic changes primarily	in special education	on .		
	(D 1 1 Ne	Manne		3/2	11/	
Signature: Title:	School Business Administ	M Mync		Date: 3/3	1/15	
Title:	School Business Administration Approval (V)	Disapproval ()		Date: 3/3	1/15	
Title:	School Business Administration Approval (V)			Date: 3/3	1/15	

Date of Board Resolution



BOARD OF EDUCATION

Dennis O'Mara, President Patrick Rausch, Vice President

Roxanne Babcock, Board Clerk

175 Route 32 North • New Paltz, NY 12561
Telephone: 845-255-3040 • Facsimile: 845-255-7942
Email: rbabcock@ulsterboces.org • www.ulsterboces.org

<u>Memorandum</u>

To: Ulster County School Board Members

Ulster County School Superintendents Ulster County School Business Officials

District Clerks

From: Roxanne Babcock, Board Clerk

Ulster County Board of Cooperative Educational Services

Date: March 27, 2015

RE: ULSTER BOCES PROPOSED BUDGET FOR 2015-2016

Education Law § 1950 requires BOCES throughout the State to distribute copies of the proposed BOCES budget to individual Board members in each component school district no later than ten days preceding the Annual Meeting. Please distribute a copy of the Ulster BOCES Proposed Budget for 2015-2016 to each Board member in your district no later than Monday, March 30, 2015 in order to ensure compliance with this section of the law.

The Ulster BOCES Annual meeting will be held at the Career & Technical Center located in Port Ewen on Monday, April 13, 2015, commencing at 6:30 p.m. Attendance by Superintendents, Business Officials, and Board of Education Members is anticipated.

All Ulster County Boards of Education must convene on Wednesday, April 22, 2015 for the purpose of voting on the Ulster BOCES Administrative Budget for 2015-2016 and to vote for Ulster BOCES Board of Education candidates. Results are to be communicated by the District Clerk of each District to the Board Clerk at Ulster BOCES as soon as possible after the vote, but no later than one business day after the election.

You will be able to access WinCap for the purpose of completing your Final Services Request Form (FSR) for 2015-2016 on-line beginning on Tuesday, April 14, 2015. The FSR must be submitted to the Ulster BOCES Business Office no later than Friday, May 1, 2015.

If you have any questions or concerns regarding the Ulster BOCES Budget, completing the FSR on-line, or the calendar of events, please do not hesitate to call our offices.