

Highland Central School District

**MINUTES**

Board of Education Meeting

**Tuesday, August 26, 2014**

6:00 pm Open Meeting

6:00 pm Executive Session (Pending on Board approval)

7:00 pm Open Meeting

To be held in the Highland Cafeteria

**Motion made by Debbie Pagano at 6:06 pm to go into Executive Session; Seconded by Sue Gilmore; Motion carried.**

**EXECUTIVE SESSION (6:06 pm)**

BE IT RESOLVED, that the Board of Education of the Highland Central School District conduct an Executive Session to discuss the following topics:

- 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 Mike Bakatsias at 6:58 pm to exit Executive Session and go into Open Meeting; Seconded by Mike Reid; Motion carried.**

**ATTENDEES:**

Board Members Present: Alan Barone, Sue Gilmore, Tom Miller, Debbie Pagano, 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; Barbara Chapman, Director of Student Services; Pete Miller, Director of Building and Grounds; Debbie Tompkins, Assistant Director of Transportation; Joel Freer, Elementary School Principal; Daniel Wetzel, Middle School Principal

Also in attendance were members of Ashley McGraw Architect.

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE (7:09 pm)**

Board President called meeting to Order at 7:09 pm. The Pledge of Allegiance was then recited.

**PUBLIC COMMENTS:**

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

**ACCEPTANCE OF REPORTS:**

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

- a) Board of Education Meeting Minutes – July 29, 2014, August 5, 2014
- b) Treasurers Reports – June 2014 & July 2014
- c) General Fund Budget & Revenue Status Reports – June 2014 & July 2014
- d) Food Service Fund Budget & Revenue Status Reports – June 2014 & July 2014
- e) Special Aid Fund Budget & Revenue Status Reports – June 2014 & July 2014
- f) Attendance & Enrollment Report Dates: Period 10 – June 1, 2014 – June 26, 2014

**Motion made by Tom Miller; Seconded by Mike Reid; Discussion: Sue Gilmore asked about Revenue report from June. Louise Lynch explained revenue figure is a result from federal program (e-rate). Motion carried with a 7-0 vote.**

### **CURRICULUM AND INSTRUCTION:**

a) **Principal's Report:**

Each month the Principals report on important information and events occurring in their schools. (Reports are on file in District Office)

Joel Freer, Elementary School Principal

- Approximately 115 enrollments;
- Assistant Principal Kathleen Sickles started on August 26<sup>th</sup>;
- Recognized Rosann LaManna on acclimating Ms. Sickles to new position;
- Recognized the custodians for their many accomplishments esp. with the ongoing summer programs that took place.
- Coyote decoy's are back on grounds.

The Board had the following questions/concerns/comments:

- Brief discussion took place on the K-2 playground blacktop area.

Dan Wetzel, Middle School Principal

- Ideas are being shared with staff about implementing a brief (approximately 15 minutes) fitness program in the student's day.
- Hand-outs were provided to Board about the benefits of such a fitness program.

The Board had the following questions/concerns/comments:

- Enrollment is lowest in a few years.

Pete Harris, Highland School Principal

(not in attendance but a written report was provided)

- Veteran's diploma. Sarah Dudley-Lemek will share this with freshman class during orientation.

b) **Director of Student Services Report:** (Report and attachments on file in District Office)

Director of Student Services, Barbara Chapman, reported on operations of the Student Services Department. Topics included the following:

- Updates on the continuation of shared services with Marlboro Central School;
- Updating residency status with families;
- Shared Articles – "Produce From School Gardens Increasingly End Up in School Cafeterias"

and– “THE SECURITY OF NATURE: Reassurance that Life is Good is a Seldom-Mentioned Gift to Children”.

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 8<sup>th</sup>, and 12<sup>th</sup>, 2014, and the Amendment-no meetings of August 18<sup>th</sup>, 2014, and authorizes the arrangements for such students’ special education programs and services.

**Motion made by Debbie Pagano; Seconded by Tom Miller; Discussion: none;  
Motion carried with a 7-0 vote.**

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 7<sup>th</sup>, 2014, and authorizes the arrangements for such students’ special education programs and services.

**Motion made by Tom Miller; Seconded by Debbie Pagano; Discussion: none;  
Motion carried with a 7-0 vote.**

**PERSONNEL:**

**Motion made by Mike Bakatsias; Seconded by Mike Reid; Discussion: none; Motion carried with a 7-0 vote.**

Deborah Haab recognized the new appointed individuals that were in attendance: Meredith Paff, Rebecca Greenland, Tom Truscello, Samantha Pedro Wacker, Evan Oustrich, Mary Angelillo, and Eric Peterson. Alan Barone, along with the Board and Superintendent, welcomed the individuals to the District.

a) **Rescind of “Leave Replacement” Appointment**

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves to rescind the following resolution due to the following individual withdrawing application:

Employee:	Kevin Nash
Position:	School Bus Driver
Step / Salary:	Grade 10, Step 2 / \$15.51 hr
Effective Date:	September 1, 2014 – February 13, 2015
Purpose:	Leave replacement

b) **Amend “Appointment” Resolution**

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

Thomas Truscello	
Position:	Math Teacher – Middle School
Step / Salary:	BA Step 2 / \$48,332 (pro-rated)
Effective Date:	September 18, 2014

Probationary Period: September 18, 2014 – September 17, 2017  
Purpose: Replacing Lisa Barone, retirement

c) **Rescind Charges**

BE IT RESOLVED that that Board of Education, upon the recommendation of the Superintendent of Schools, hereby rescinds the charges against the employee in SED Case No. 25,017

d) **Re-Appointment – Assessment and Data Coordinator**

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 September 1, 2014, for the remainder of the 2014-2015 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: September 1, 2014 – June 30, 2015  
Salary: Regular Salary plus \$2,500.00  
Purpose: Instructional Support Services position

e) **Appointments**

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

Position: Technology Teacher – Middle School  
Step / Salary: MA Step 3 / \$56,348  
Effective Date: September 1, 2014  
Probationary Period: September 1, 2014 – August 31, 2017  
Tenure Area: Industrial arts - general

Purpose:	New position
Drew Rebecchi	
Position:	Music Teacher – High School
Step / Salary:	MA Step 2 / \$50,965
Effective Date:	September 1, 2014
Probationary Period:	September 1, 2014 – August 31, 2017
Tenure Area:	Music
Purpose:	Replacing Joseph Martellaro, retirement
Evan Oustrich	
Position:	Special Education Teacher – Elementary School
Step / Salary:	BA Step 2 / \$48,332
Effective Date:	September 1, 2014
Probationary Period:	September 1, 2014 – January 31, 2017
Tenure Area:	General Special Education
Purpose:	New
Megan Erichsen	
Position:	Elementary Teacher (reinstatement) – Elementary School
Step / Salary:	MA Step 4 / \$57,875
Effective Date:	September 1, 2014
Probationary Period:	September 1, 2014 – August 31, 2016
Tenure Area:	Elementary
Purpose:	Replacing Krista Hendrickson, resignation
Eric Peterson	
Position:	Special Education Teacher – Middle School
Step / Salary:	MA Step 3 / \$56,348
Effective Date:	September 1, 2014
Probationary Period:	September 1, 2014 – January 31, 2016
Tenure Area:	General Special Education
Purpose:	Replacing Elizabeth Southern, retirement
Jennifer Martin	
Position:	School Bus Driver
Step / Salary:	Grade 10, Step 4 / \$15,102
Effective Date:	July 16, 2014
Probationary Period:	July 16, 2014 – January 16, 2015
Purpose:	Replacing Jamie Ward, resignation
Mary Santini	
Position:	School Bus Driver
Step / Salary:	Grade 10, Step 4 / \$15, 102
Effective Date:	September 1, 2014
Probationary Period:	September 1, 2014 – March 1, 2015

Purpose: Replacing Timothy Bradley, retirement

f) **Appointments – Leave Replacement**

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

Terri Grossman

Position: Elementary Teacher – Elementary School  
Step / Salary: current salary  
Effective Date: September 1, 2014 – June 30, 2014  
Tenure Area: Elementary  
Purpose: Replacing Deb Kelley, remaining as Assessment Coordinator

Nicole Morales

Position: Special Education Teacher – Elementary School  
Step / Salary: MA Step 1 / \$47,765  
Effective Date: September 1, 2014 – June 30, 2014  
Purpose: Replacing Terri Grossman, covering for Deb Kelley

g) **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 following individuals with an Emergency Conditional Appointment consistent with SAVE legislation requirements:

Tabitha Jones / Fall 2014 / Varsity Fall Cheerleading Head Coach

Taylor Jones / Fall 2014 / Varsity Fall Cheerleading Volunteer Assistant Coach

h) **Appointments**

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

Kimberly Geiger

Position: French Teacher, 0.8 FTE – MS  
Salary: MA Step 2 / \$50,965 pro-rated  
Effective Date: September 1, 2014  
Purpose: continuation

Mary Angelillo

Position: Teaching Assistant – ES  
Salary: Grade 7A, Step 2 / \$17,426 base (+10% diff)  
Effective Date: September 1, 2014  
Probationary Period: September 1, 2014 – August 31, 2016  
Tenure Area: Teaching Assistant  
Purpose: Replacing Eric Peterson, appointed to teaching position

Rebecca Greenland

Position: Teaching Assistant – ES  
Salary: Grade 7A, Step 1 / \$16,796 base (+10% diff)  
Effective Date: September 1, 2014  
Probationary Period: September 1, 2014 – August 31, 2017  
Tenure Area: Teaching Assistant  
Purpose: New

i) **Appointments - Leave Replacement**

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:

Carole Redmond

Position: Teaching Assistant  
Salary: Grade 7A, Step 1 / \$16,796  
Effective Date: September 1, 2014 – December 19, 2014  
Purpose: Leave replacement for Katie Kurry

Elisa Silverio

Position: Teaching Assistant – ES  
Salary: Grade 7A, Step 1 / \$16,796  
Effective Date: September 1, 2014 – June 30, 2015  
Purpose: Replacing Nicole Morales

j) **Resignation for Grade Level Coordinator**

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

Colleen Giametta / Grade Level Coordinator / Third Grade

*At 7:33 pm a short recess took place for the Board to introduce themselves to the new employees.*

*At 7:41 pm meeting reconvened.*

**BUSINESS AND OPERATIONS:**

a) **BUDGET TRANSFER for the 2013-2014 School Year**

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following budget transfer for the 2013-2014 school year as follows:

- Budget Transfer Number 11096 / Total \$20,500

**Motion made by Sue Gilmore; Seconded by Debbie Pagano; Discussion: none;  
Motion carried with a 7-0 vote.**

b) **9500 SEQRA**

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves contemplating a capital project to construct improvements in and for the District buildings and/or the sites (the "Project"), such ancillary or related site and other work required in connection therewith (the "Proposed Action"); and

WHEREAS, the Board of Education wishes to comply with the requirements of Article 8 of the Environmental Conservation Law and its implementing regulations at 6 NYCPR Part 617, together known as the State Environmental Quality Review Act (SEQRA); and

WHEREAS, the Board of Education has reviewed the proposed Scope of Work and views the collective Scope of Work as one Proposed Action; and

WHEREAS, the Board of Education has reviewed the Proposed Action with respect to the Type II criteria set forth in the SEQRA, Regulations at 6 NYCPR Part 617.5 and has determined that the Proposed Action is a Type II action pursuant to Section 617.5 (c)(1), (2) and (8) of the SEQRA Regulations;

THEREFORE, BE IT RESOLVED, that the Board of Education of the Highland Central School District is hereby designated lead agency under SEQRA for the Proposed Action; and

BE IT FURTHER RESOLVED, that the Board of Education hereby determines that the improvements in and for the District buildings and/or sites, including proposed renovations, reconstruction, window replacement, security upgrades, MEP upgrades, site traffic improvements at the Schools and renovations, reconstruction, roof replacement and bus lift replacement at the Bus Garage, including ancillary or related site and other work required in connection therewith as one collective Proposed Action is a Type II action pursuant to Section 617.5(c)(1), (2) and (8) of the SEQRA Regulations and will not have a significant adverse impact on the environment, and that no further review of the Proposed Action is required.

**Motion made by Mike Reid; Seconded by Mike Bakatsias; Discussion: none; Motion carried with a 7-0 vote.**

**SUPERINTENDENT COMMENTS**

Superintendent of Schools, Deborah Haab, updated the Board on the following topics:

- Opening Day quickly approaching;
- A few vacancies are still being addressed;
- The new appointed individuals that were not available to appear at tonight's meeting will be available at future meeting.
- "Coffee House" meetings were productive, informative and reflected positive feedback from members.
- Curriculum work is continuing till the end of the week.
- "Meet the Coaches" will be held this Thursday, 8/28, at the high school for the Fall season;
- Table of Contents that were included in Board packet is from the recent law conference, please let Lisa, Carly or Deborah know if you would like any material from that conference;
- NYSBAA conference to be mid to late October. Please look at calendars.



The Board had no questions.

### **ASSISTANT SUPERINTENDENT'S COMMENTS**

Assistant Superintendent of Schools, Sarah Dudley-Lemek, discussed the Math and ELA results for grades 3-8 that were received August 26th. Administrators and teachers will begin to evaluate results. The results will be complete approximately at end of the school year.

The Board had the following questions/concerns/comments:

- What was the range of feedbacks and from how many parents expressed their concerns on why they choose not to have their child participate in the testing. Sarah responded this will be one of the issues she will be addressing this year.
- Further discussion took place on various workshops and informational tools that will be available to families to support a level on comfort on state testing.
- Teachers will be presenting at an upcoming Board meeting how they have incorporated the common core in their classrooms.

### **BOARD OF EDUCATION:**

#### **New Business**

a) **RATIFY EXECUTION OF THE APPR IMPLEMENTATION CERTIFICATION FORM**

BE IT RESOLVED, that the Board of Education hereby ratifies the execution by the Board President and the Superintendent of Schools of the Implementation Certification Form for the District's Annual Professional Performance Review for classroom teachers and building principals covered pursuant to Education Law Section 3012-c and Part 30-2 of the Rules of the Board of Regents.

**Motion made by Mike Bakatsias; Seconded by Mike Reid; Discussion: none; Motion carried with a 7-0 vote.**

b) **Correspondence** – None at this time.

c) **Future BOE Agenda Items** – Request was made from community member, Kim Caso, to be placed on agenda for September 16<sup>th</sup> to discuss lacrosse.

#### **Old Business:**

a) **Capital Project** -

- Alan Barone opened discussion by stating that after review with the Board, community and Facilities Needs Review Committee, it is at this point the Board would like to adopt a dollar amount for project and move forward. It was at this time the Board discussed and expressed individually what they felt would be an acceptable amount they would support.
- Sue Gilmore asked if this process can be viewed on website. Deborah Haab responded “yes” this will be available on Highland’s website.

- Discussion continued to take place about the line items that were still noted “future discussion”.
- Safety will be included in project as well as “security entrance” to the schools, exception to the office.
- After discussion, Alan Barone asked each Board member if they felt comfortable with the items that are included in the project and if they felt \$17.5 million dollar capital project vote was acceptable. All responded, “yes”.
- Decision was made to have Tuesday, October 28<sup>th</sup> the day for public vote.

b) **Proposition for Capital Project**

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE HIGHLAND CENTRAL SCHOOL DISTRICT that a special meeting of the qualified voters of the School District be and the same is hereby called to be held in the Band Room in the Highland High School on Tuesday, October 28, 2014 from 6:00 a.m. until 9:00 p.m. prevailing time for the purpose of voting on the following proposition:

**Shall that the Board of Education be authorized to (1) construct additions to and reconstruct various school district buildings and facilities, including necessary site work, acquire original furnishings, equipment, machinery or apparatus required for the purpose for which such buildings and facilities are to be used and pay incidental costs related thereto at a cost not to exceed \$17,500,000, or so much thereof as may be necessary, (2) expend such sum for such purpose; (3) levy the necessary tax therefore, to be levied and collected in annual installments in such years and in such amounts as may be determined by the Board of Education, taking into account state aid received, and (4) in anticipation of the collection of such tax, issue bonds and notes of the District at one time or from time to time in the principal amount not to exceed \$17,500,000 and to levy a tax to pay the interest on said obligations when due?**

PLEASE TAKE FURTHER NOTICE, that the aforesaid Proposition shall appear on the ballot labels of the voting machines in the following abbreviated form:

**Shall the Board of Education be authorized to construct additions to and reconstruct various school district buildings and facilities, including necessary site work, and acquire original furnishings, equipment, machinery or apparatus required for the purpose for which such buildings and facilities at a maximum cost of \$17,500,000 and providing that the sum of not more than \$17,500,000 be raised by a tax levy to be collected in annual installments, with District obligations to be issued in anticipation thereof, be approved?**

The vote upon such proposition shall be by machine or absentee ballot. The hours during which the polls shall be kept open shall be from 6:00 a.m. until 9:00 p.m. prevailing time or for as long thereafter as necessary to enable qualified voters who are in the polling place at 9:00 p.m. to cast their ballots.

Personal registration of voters is required either pursuant to Section 2014 of the Education Law or Article 5 of the Election Law and no person shall vote whose name does not appear on the register of the School District. If a voter has heretofore registered pursuant to Section 2014 of the Education Law and has voted at an annual or special district meeting within the last four (4) calendar years, he or she is eligible to vote at this meeting; if a voter is registered and eligible to vote under Article 5 of the Election Law, he or she is also eligible to vote at this meeting. All other persons who wish to vote must register.

The Board of Registration shall meet at the District Office, 320 Pancake Hollow Road, Highland, on October 23, 2014 from 8:30 a.m. until 3:30 p.m. prevailing time, to prepare the register of voters of the School District. Any person who has not currently registered under the permanent personal registration by the last date found on such registers or list furnished by the board of elections, and has not voted at an intervening election, must, in order to be entitled to vote, present him or herself personally for registration.

Immediately upon its completion, the register prepared by the Board of Registration shall be filed in the office of the District Clerk, 320 Pancake Hollow Road, Highland, New York, and will be open for inspection by any qualified voters of the School District during regular office hours on each day up to and including the day set for the vote, including Saturday, October 25, 2014 9:00 am – 11:00 am and except for Sunday.

Absentee ballots may be applied for at the office of the District Clerk. Applications for absentee ballots must be received by the District Clerk at least seven days prior to the vote if the ballot is to be mailed to the voter, or on or prior to October 27, 2014, if the ballot is to be delivered personally to the voter. Absentee ballots must be received by the District Clerk not later than 5:00 p.m. on October 28, 2014. A list of all persons to whom absentee ballots shall have been issued will be available in the office of the District Clerk from 8:30 a.m. until 2:30 p.m. prevailing time on each of the five days prior to the day of the election, except Saturday and Sunday's. Any qualified voter may challenge the acceptance of the ballot of any person on such list, by making his challenge and reasons therefore known to the Inspector of Election before the close of the polls.

BE IT FURTHER RESOLVED, that the District Clerk is hereby authorized and directed to publish a notice of such meeting in two newspapers of general circulation within the School District, four (4) times within the seven (7) weeks next preceding such School District meeting, the first publication to be at least forty-five (45) days prior to the date of the meeting.

BE IT FURTHER RESOLVED, that this resolution takes effect immediately upon its adoption.

**Motion made by Debbie Pagano; Seconded by Heather Welch; Discussion: none; Motion carried with a 7-0 vote.**

Alan Barone thanked everyone involved in their dedication and thorough process involved with this project.

**PUBLIC COMMENTS:**

The floor was open for public comments. Deborah Haab was asked to invite the community to join the Highland Educational Foundation at Apple Green's Golf Course on September 20<sup>th</sup> to support projects in our school.

**Motion made at 9:04 pm by Mike Bakatasias to go into Executive Session; Seconded by Debbie Pagano; Discussion: none; Motion carried with a 7-0 vote.**

**EXECUTIVE SESSION: (9:04)**

BE IT RESOLVED, that the Board of Education of the Highland Central School District conduct an Executive Session to discuss the following topics:

- 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 Mike Bakatsias at 10:57 to exit Executive Session; Seconded by Mike Reid; Motion carried by Mike Bakatsias to exit Open Meeting; Seconded by Mike Reid; Motion carried, meeting adjourned.**

**ADJOURNMENT (10:57 pm)**

Minutes recorded and submitted by Lisa M Cerniglia, District Clerk