

Highland Central School District  
**MINUTES**

Board of Education Meeting

**Wednesday, December 3, 2014**

**6:00 pm OPEN MEETING**

To be held in the High School Cafeteria



**MEETING AVAILABLE LIVESTREAM THANKS TO  
STUDENT JARED SPRAGUE**

**ATTENDEES:**

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

Administrators/Principals/Directors: Deborah Haab, Superintendent of Schools; Sarah Dudley-Lemek, Assistant Superintendent of Schools; Louise Lynch, Business Administrator (absent); Robin Hecht, Shared Curriculum Coordinator; Debbie Tompkins, Assistant Director of Transportation; Maria McCarthy, Director of Food Services; Frank Alfonso, Athletic Director

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE (6:10 pm)**

Board President Alan Barone called meeting to Order at 6:10 pm. The Pledge of Allegiance was then recited.

**PUBLIC COMMENTS:**

The floor was open for public comments. The following comments were made:

- Jack Marguillo, community member, expressed the following:
  - Encourages CPR training to be done by school personnel;
  - Questions the interest rate on the 17 million dollar capital project? Alan Barone responded the rate was estimated and was built in the project. Deborah Haab will verify that the financial report is still available on the District website.
  - Questions the HTA contract, particularly regarding the teachers' salaries. Alan Barone stated the Business Administrator will respond to his concern at an upcoming Board meeting or meeting individually.
  - Questions the ethics and moral conflicts between BOE members and the HTA contract.
  - Concern on the unpaid school taxes from year 2014.

Student Representative Danielle Stoner responded to Mr. Marguillo's concern and stated that the Board has shown positive ethics and morals to the students here at Highland school. Board member Sue Gilmore (1) agreed with Mr. Marguillo regarding the concern of increase in vacant homes; (2) Disagreed with statement on ethics and morals and stated several factors were involved during contract negotiations.

**ACCEPTANCE OF REPORTS:**

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

- a) Board of Education Meeting Minutes – November 18, 2014
- b) Treasurers Reports – October 2014
- c) General Fund Budget & Revenue Status Reports – October 2014
- d) Food Service Fund Budget & Revenue Status Reports – October 2014
- e) Special Aid Fund Budget & Revenue Status Reports – October 2014
- f) Extra-Curricular Central Treasurer Activity Reports – July 1, 2014–Nov.26, 2014

**Motion made by Sue Gilmore; Seconded by Heather Welch; Discussion: Sue Gilmore questioned Treasurer's Report. 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 the following questions/concerns/comments:

- Food Service Report – Free and Reduced Lunch numbers show a slight percentage increase. Maria McCarthy briefly explained the report. The Board acknowledged Maria for her cost saving ideas.
- Athletic Director Report - Acknowledged the 58 MHAL Scholar Athletes and the Fall teams that have qualified as NYS Public High School Athletic Association Scholar Athlete Teams. Frank stated that he introduced himself to the teams/coaches and went over the Code of Conduct Policy.

The Board had the following questions/concerns/comments:

- Prior to each season, do the players complete another Code of Conduct Form?
- Is the Code of Conduct 100% compliant?

**Motion made by Mike Bakatsias at 6:53 pm to go into Executive Session; Seconded by Tom Miller; Motion carried with a 6-0 vote.**

**EXECUTIVE SESSION (6:53 pm)**

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

- 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 Sue Gilmore at 7:00 pm to return to Open Meeting; Seconded by Mike Bakatsias; Motion carried with a 6-0 vote.**

**PERSONNEL:**

**Motion made by Tom Miller to move items “a-e” as a block; Seconded by Debbie Pagano; Discussion: appointment for Leyla Cadabal is pro-rated effective November 7<sup>th</sup>; Motion carried with a 6-0 vote.**

a) **Appointments**

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following appointments as follows:

Leyla Cadabal

Position: English as a Second Language – ESL (.2 FTE)  
Effective Date: November 7, 2014 – June 30, 2015  
Salary: MA Step 1 / \$47,765 (pro-rated)  
Purpose: Temporary – New Students

Chris Faxon

Position: Network Systems Specialist I  
Effective Date: October 8, 2014  
Salary: \$52,738, pro-rated  
Purpose: New Position

b) **Maternity Leave**

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following request for maternity leave as follows:

Employee: Kara Henry  
Position: Special Education Teacher - Elementary School  
Effective Date: On or about December 23, 2014 – February 3, 2015  
Purpose: Maternity Leave

c) **Special Education Grade Level Coordinators**

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of schools, approves the following extra-curricular appointment for the 2014-2015 school year pursuant to the 2013-2018 HTA Contract:

- Shannon Ramirez – Grade 3-5
- Erin Kaylor – Grade K-2

d) **Resignation**

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

Employee: Carol Robinson  
Position: District Treasurer  
Effective Date: November 20, 2014

e) **Appointment**

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

Employee: Louise M. Lynch  
Purpose/Position: Acting District Treasurer  
Effective Date: November 21, 2014

Steven M. Latino with Shaw, Perelson, May & Lambert LLP  
Purpose/Position: Title 7 Investigator  
Effective Date: December 3, 2014

## **BUSINESS AND OPERATIONS**

### **a) Bus Ban**

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves authorizing the purchase of three (3) school buses for use by the Highland Central School District, Ulster County, NY, at a maximum estimated cost of \$254,268.73 and authorizing the issuance of obligations of said school district in the amount of \$254,268.73 to pay the cost thereof.

**WHEREAS**, at the Annual School District Election and Vote on the Budget of the Highland Central School District, duly called, held and conducted on May 20, 2014, a majority of the duly qualified voters of said School District voting thereat approved a proposition authorizing the purchase of two 65-passenger buses and one 30-passenger bus at an aggregate estimated cost not to exceed \$260,000.00; and providing for the levy of a tax therefor to be collected in annual installments, with obligations of said School District to be issued in anticipation thereof; and

**WHEREAS**, it is now desired to provide for the financing thereof and for other matters in connection therewith, in accordance with said proposition;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Education of the Highland Central School District, Ulster County, New York, as follows:

Section 1. The purchase of three (3) school buses for the use of the Highland Central School District, which is not an assessable improvement, is hereby authorized as follows:

Two (2) 65-passenger buses, at a cost of \$104,768.06 each, for an aggregate amount of \$209,536.12; and

One (1) 30-passenger bus, at a cost of \$44,732.61.

Section 2. The aggregate maximum estimated cost of the aforesaid specific purchase is \$254,268.73 and the plan for financing thereof is by the issuance of serial bonds of said School District in the amount of \$254,268.73, hereby authorized to be issued pursuant to the Local Finance Law and this resolution. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such obligations becoming due and payable in such year. Such obligations shall be payable from amounts which shall annually be levied on all the taxable real property in said School District, and the faith and credit of

said Highland Central School District are hereby pledged for the payment of said obligations and the interest thereon.

Section 3. The bonds, described above, shall be of the denomination of \$254,268.73 and shall bear interest at such rate as may be necessary to sell the same, which rate shall be determined in the manner provided in Section 59.00 of the Local Finance Law. Principal and interest on the obligations shall be payable in lawful money of the United States of America, in Federal Funds, at a banking institution to be determined. Such bonds shall be executed in the name of the Highland Central School District by the President of its Board of Education, or the Vice-President in the President's absence, and the corporate seal shall be imprinted thereon and attested by the School District Clerk.

Section 4. It is hereby determined that the period of probable usefulness applicable to the aforesaid specific class of objects or purposes is five (5) years, pursuant to subdivision 29 of paragraph (a) of Section 11.00 of the Local Finance Law. The proposed maturity of the obligations authorized by this resolution will not be in excess of five (5) years.

Section 5. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the issuance and sale of the serial bonds herein authorized, including renewals of said notes, is hereby delegated to the President of the Board of Education, the Chief Fiscal Officer, or to the Vice-President of the Board of Education in the President's absence. Such bond anticipation note and any renewals shall bear interest and shall be of such terms, form and contents, and shall be sold in such manner as may be prescribed by said President of the Board of Education, consistent with the provisions of the Local Finance Law. There are presently no outstanding obligations which have been issued in anticipation of the sale of such obligations.

Section 6. All other matters, except as provided herein, relating to such bonds shall be determined by the President of the Board of Education, including the power to designate such bonds as "qualified tax exempt obligations" pursuant to Section 265(b)(3) of the Internal Revenue Code of 1986, if at the time of such designation, such officer is able to certify that: (I) the School District is, and was as of October 23, 1985, a political subdivision of the State of New York; (ii) it is reasonably anticipated that (a) the amount of "qualified tax-exempt obligations", within the meaning of Section 265(b)(3) of the Code which will be issued by the School District during this calendar year shall not exceed \$10,000,000.00 and (b) the bonds do not constitute part of an issue, and are not part of a series of issues issued for a common purpose, exceeding \$3,000,000.00 in the aggregate; and (iii) the sum of principal amount of the bonds and the principal amount of any other obligations heretofore designated by the School District during the current fiscal year does not exceed \$10,000,000.00. Such bonds shall contain substantially the recital of validity clause provided for in Section 52.00 of the Local Finance Law and shall otherwise be in

such form and contain such recitals, in addition to those required by Section 51.00 of the Local Finance Law, as the President of the Board of Education shall determine.

Section 7. The validity of such obligations may be contested only if:

- (a) Such obligations are authorized for an object or purpose for which such School District is not authorized to expend money; or
- (b) The provisions of law which should be complied with as of the date of publication of this resolution or a summary thereof are not substantially complied with and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of such publication; or
- (c) Such obligations are authorized in violation of the provisions of the Constitution.

Section 8. This resolution, which takes effect immediately, or a summary thereof, shall be published in a newspaper having general circulation in said School District, together with a Notice of the School District Clerk, substantially in the form provided in Section 81.00 of the Local Finance Law.

<u>Roll Call</u>	<u>Aye/Nay</u>
Heather Welch	Aye
Mike Bakatsias	Aye
Tom Miller	Aye
Debbie Pagano	Aye
Mike Reid	Absent
Sue Gilmore	Aye
Alan Barone	Aye

**Motion carried with a 6-0 vote.**

b) **Surplus – Bus**

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the request to surplus the requested school buses from the Transportation Department.

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

**STUDENT REPRESENTATIVE COMMENTS**

Danielle Stoner updated the Board on the following events:

- Over 300 cans of food were donated for the food pantry;
- Senior class Fun Spirit Fun Ball game;
- Annual trip to Canada to take place Friday, December 5<sup>th</sup>;
- PTSA Annual Craft Fair to take place Saturday, December 7<sup>th</sup>.

The Board had no questions.

### **SUPERINTENDENT COMMENTS**

Deborah Haab updated the Board on the following topics:

- 1<sup>st</sup> snowfall of the season occurred Wednesday, November 26<sup>th</sup> – all staff were dismissed after parent teacher conference.
- Superintendent's Conference Day scheduled for December 5<sup>th</sup>. Agenda to be emailed to Board. Thanked Deb Kelley for all her assistance with conference.
- Sarah Dudley-Lemek and Deborah met with high school and middle school students to receive feedback on (1) events that are currently happening in the school and (2) what topics they would like to have addressed during budget time. Some examples of discussion were (1) restrictions on internet; (2) processing time of computers very slow; (3) positive school spirit; (4) class sizes.
- Gap Elimination Adjustment – over 25 million dollars. Brief discussion took place.

The Board had no questions/concerns/comments.

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

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

- Meeting with middle and high school students was a great opportunity in receiving their feedback;
- Thanked Deb Kelley for her efforts in putting together Superintendent's Day agenda;
- Holiday Concert to take place December 10<sup>th</sup>.

The Board had the following questions/concerns/comments

- Who determines the students involved in these conversations? Response- Principals
- Technology Plan process

### **BOARD OF EDUCATION:**

#### **New Business:**

##### **a) Regents Scoring Day**

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the Regent's Scoring Day to be scheduled for Friday, January 30<sup>th</sup>.

**Motion made by Mike Bakatsias; Seconded by Heather Welch; Discussion: none; Motion carried with a 6-0 vote.**

##### **b) Varsity Cheerleaders**

BE IT RESOLVED that the Board of Education, upon the Superintendent of Schools, approves the varsity cheerleader squad to participate in National Competition, February 27, 28 and March 1<sup>st</sup> located in Ocean City, MD.

**Motion made by Tom Miller; Seconded by Debbie Pagano; Discussion: (1) Identical trip took place last year; (2) What is the policy of cheerleading now being a sport? (3) Fundraisers to take place to offset cost of trip. Motion carried with a 6-0 vote.**

c) **Supplemental Memorandum Of Agreement**

BY AND BETWEEN THE SUPERINTENDENT OF SCHOOLS AND BOARD OF EDUCATION OF THE HIGHLAND CENTRAL SCHOOL DISTRICT, hereinafter ("the District"), and the HIGHLAND ESSENTIAL LABOR PERSONNEL ASSOCIATION ("HELPA");

WHEREAS, the District and HELPA believe it is in their mutual best interests to modify the provisions of the July 1, 2007 to June 30, 2012 Collectively Negotiated Agreement ("HELPA Agreement") to add three titles to the Recognition Clause of the HELPA Agreement set forth at Article II thereof; and

WHEREAS, the District and HELPA hereby agree as follows:

- (1) The civil service titles of Bus Dispatcher, Senior Security Guard and Network Specialist 1, shall be added to the Recognition Clause set forth at Article II of the HELPA Agreement.
- (2) The salaries for all employees currently employed as ten month and twelve month Bus Dispatchers and employed in the title of Senior Security Guard shall be each employee's current salary as of the date of this Memorandum of Agreement.
- (3) The initial salary of the newly created Network Specialist I title shall be determined by the District.
- (4) All other terms of condition of employment set forth in the HELPA Agreement shall be provided to the employees in said titles upon the approval of the terms of this Supplemental Memorandum of Agreement.
- (5) This Supplemental Memorandum of Agreement is subject to approval by the parties' respective constituencies.

**Motion made by Mike Bakatsias; Seconded by Heather Welch; Discussion: This agreement was a result of meeting with leadership team. Motion carried with a 6-0 vote.**

d) **AIS/RTI Plan (Academic Intervention Services / Response to Intervention)**

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the attached AIS/RTI Plan.

**Motion made by Debbie Pagano; Seconded by Tom Miller; Discussion: none; Motion carried with a 6-0 vote.**

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

f) **Future BOE Agenda Items**

**Old Business:**

- a) **NYSSBA Membership** – Further discussion took place. Business Administrator will get back on membership fees for the 2015-2016 school year.
- b) **Senior Exemption Data Results** – Further discussion to take place when Business Administrator and board member Mike Reid are in attendance.

- Alan Barone asked Board if they could please review information that was received from Louise Lynch.
- Deadline for exemption is end of December.
- Further discussion to take place regarding Veteran's Exemption which has a decision deadline approximately March 15, 2015.

**CLOSING COMMENTS:**

- Support Services met with Design Team regarding what the direct roles/responsibilities are from construction management firm and/or clerk and time frame (Spring 2016).

**PUBLIC COMMENTS:**

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

**Motion made by Tom Miller at 7:48 pm to go into Executive Session; Seconded by Debbie Pagano; Motion carried with a 6-0 vote.**

**EXECUTIVE SESSION (7:48 pm):**

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

**Motion made by Debbie Pagano at 10:28 pm to adjourn Executive Session; Seconded by Heather Welch; Motion carried with a 6-0 vote. Motion made by Debbie Pagano to exit Open Meeting; Seconded by Heather Welch. Motion carried 6-0 vote. Meeting adjourned.**

**ADJOURNMENT (10:28)**

Minutes recorded and submitted by Lisa M Cerniglia, District Clerk