

**AWe56Highland Central School District**

**MINUTES**

Board of Education Meeting

**Tuesday, October 21, 2014**

6:00 pm Public Hearing

7:00 pm Open Meeting

To be held in the High School Cafeteria



**MEETING AVAILABLE LIVESTREAM  
THANKS TO STUDENT DAN RUSSO**

**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 E. Chapman, Director of Student Services; Pete Miller, Director of Buildings and Grounds; Carol Potash, Director of Technology; Debbie Tompkins, Assistant Director of Transportation (6:45 pm); Pete Harris, High School Principal; Meghan Connors, Assistant Principal at Middle School; Joel Freer, Elementary School Principal; Kathleen Sickles, Assistant Principal at Elementary School

Other Attendees: Ashley McGraw Architect firm Design Team members.

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE (6:06 pm)**

Board President Alan Barone called meeting to order at 6:06 pm. The Pledge of Allegiance was then recited.

**PUBLIC HEARING** (Power Point Presentation)

Superintendent, Deborah Haab, presented a power point presentation to community regarding the 17.5 million dollar capital project proposition. Deborah Haab started presentation by thanking the Board for all their hard work in fine tuning the numbers and items in proposed project.

Topics included but not limited to:

- Benefits to students in all buildings;
- Planning process of project;
- Facilities Needs Review Committee;

- Health, Safety & Security Improvements;
- Updating Infrastructure;
- Exterior Rehabilitation;
- Energy Efficiency Upgrades;
- Program Improvements;
- Athletic Improvements;
- Project Funding;
- Effects on Taxpayers;
- Date of Capital Project Vote

The Board had the following questions/concerns/comments:

- Seating capacity at bleachers for the Middle School? Deborah responded the original footprints will remain the same.
- Information center for dates and location. Also, website has a wealth of information.
- Alan Barone compared how the two projects (comparing the Capital Project Vote in December of 2013 and present) were different and what key items were eliminated and/or scaled down.

No public comments were made at this Public Hearing. Public Hearing was closed at 6:28 pm.

**Motion made by 6:28 pm by Mike Reid to go into Executive Session; Seconded by Tom Miller; Motion carried with a 7-0 vote.**

**EXECUTIVE SESSION (6:28 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 at 7:00 pm by Tom Miller to exit Executive Session and return into Open Meeting; Seconded by Mike Reid; Motion carried with a 7-0 vote.**

*Meeting reconvened at 7:05 pm.*

**STUDENT REPRESENTATIVE OATH OF OFFICE & COMMENTS**

Pete Harris, introduced Danielle Stoner to the Board as the Student Representative for the school board for the 2014-2015 school year. The District Clerk then administered Oath of Office to Danielle Stoner. Oath of Office on file in District Office.

**SPECIAL PRESENTATION (Power Point):**

Director of Technology, Carol Potash, presented the meaning behind Blended Learning at Highland CSD. Topics included but not limited to:

- Combining online contents and face-to-face instruction;

- Placing actual coursework online for students to access and move through at their own pace;
- Using computers and/or devices with a plan for increased achievements.
- Teacher Maureen Pesano demonstrated how she uses the program Noodle with her students in the Instructional Skills class;
- Mark Chiarieri demonstrated how he uses the program AirServer with his students in his English class (unfortunately due to minor technical difficulties he was not able to fully show his presentation).
- Chris Cozzolino demonstrated how he uses Nearpod with his Physics and Calculus class.

The Board had the following questions/concerns/comments:

- The cost of app program. Response was after a free trial there is a minimum cost to upgrade account.
- Sue Gilmore requested to see Mark Chiarieri's demonstration at another time;
- Sarah Dudley-Lemek thanked Maureen, Mark and Chris for sharing with the Board their demonstrations.
- Deborah Haab stated the STLE grant has supported this and she also thanked Carol Potash for supporting this blended learning concept.
- As of today's date, there are seventeen (17) teachers in this program.
- Discussion took place about how this concept has changed the complexity of department. Further discussion took place on researching the cost to provide the required resources as well as technology update in this department. A suggestion was made if a separate proposition should take place in future for the purpose of supporting technology.

#### **PUBLIC COMMENTS (7:05 pm):**

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) Treasurers Reports – September 2014
- b) General Fund Budget & Revenue Status Reports – September 2014
- c) Food Service Fund Budget & Revenue Status Reports – September 2014
- d) Special Aid Fund Budget & Revenue Status Reports – September 2014
- e) Attendance and Enrollment – Period 1 – September 3, 2014 – September 30, 2014

**Motion made by Sue Gilmore; Seconded by Debbie Pagano; Discussion: (1) question on balance sheet - Louise Lynch explained how budget transfers affect this; (2) enrollment below typical numbers; (3) senior class attendance/drop-out numbers. Motion carried with a 7-0 vote.**

#### **CURRICULUM AND INSTRUCTION:**

- a) **Principal's Report:** (Reports on file in District Office)  
Each month the Principals report on important information and events occurring in their schools.

Joel Freer, Elementary School Principal

- Acknowledged Barbara Klotz and Holly Brooker regarding their discovery on fraudulent invoice with scholastic school supply.
- Parent Information Night (Common Core Math for K-2 parents) to be held November 3<sup>rd</sup> from 6:30-8:00. PTA and Honor Society will provide day care.
- Flip your classroom;
- Expectation of a fully staffed cafeteria will be by November 2<sup>nd</sup>;
- BEDS – Basic Education Data Services;

Meghan Connors, Middle School Principal

- Anti-Bullying assembly took place for 6<sup>th</sup> graders;
- Food Drive;
- Recognized Mike Reid for their help with fundraiser to benefit St. Augustine Food Drive;
- Trash Bag sale very successful.

*(Sue Gilmore stepped out approximately 8:05 pm)*

Pete Harris, High School Principal

- Students Jahnvi Bansal and Dorairaj Rammohan have been commended for their outstanding performance in the PSAT National Merit Scholarship Qualifying Test in 2013.
- PSAT offered during the school day; reflected a large increase in attendance;
- Food Drive;
- Blood Drive to take place November 4<sup>th</sup>;
- Several Homecoming Events took place over the known “Homecoming Weekend”. Recognized Ms. Ludwigson, Ms. Pratts and Ms. Braggs for putting together a successful dance as well as Mr. Tatum for supervising the day carnival.

*(Sue Gilmore returned at 8:15 pm)*

b) **Director of Student Services Report:**

Director of Student Services reported on operations of the Student Services Department.

- Responded to the mentioned concern on Drop-Out rates. Barbara explained this is not to be confused with an actual “drop-out” term.
- Medicaid Training;
- District Wide PBIS meeting took place;

The Board had the following questions/concerns/comments:

- Question on CSE/CPSE meeting;
- Acknowledged the update on Medicaid billing process;
- Expects closure on this Medicaid issue shortly.

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 12th, and September 12th, 2014, and the Amendment-no meetings of September

5th, 15th, and 19th, and October 2nd, and 6th, 2014, and the Transfer Meetings of September 3rd, and 19th, 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.**

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 September 23rd, 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.**

**PERSONNEL:**

**Motion made by Debbie Pagano to move items "a-f" with the exception of "b" as a block;  
Seconded by Mike Bakatsias; Discussion: none; Motion carried with a 7-0 vote.**

a) **Leave of Absence**

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

Employee: Chris Kosier  
Position: Custodial Worker  
Effective: October 8, 2014  
Purpose: To accept position as Head Custodian

b) **Tenure Appointment**

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following employee a tenure status:

Employee: Corey Miller  
Position: Social Studies  
Effective: November 2, 2014

**High School Principal, Pete Harris, recommended Corey Miller for his tenure recommendation. Pete then said a few words recognizing Corey for his teaching abilities and accomplishments. Corey thanked the Board for his recognition.  
Motion made by Mike Bakatsias; Seconded by Heather Welch; Discussion:  
Congratulated Corey Miller for his appointment; Motion carried with a 7-0 vote.**

c) **Appointment**

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

Dawn Smith  
Position: School Bus Driver  
Salary: Grade 10, Step 10 / \$18,051 pro-rated  
Effective: October 22, 2014

Probationary Period: October 22, 2014 – April 22, 2015  
Purpose: New Position

Sharon McCormick

Position: School Bus Attendant  
Salary: Grade 3, Step 3 / \$13,836 pro-rated  
Effective: October 22, 2014  
Probationary Period: October 22, 2014 – April 22, 2015  
Purpose: Replacing Leslie Stafford, resignation

d) **Appointments for Co-Curricular/Special Services Positions at Middle School**

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following faculty members for the co-curricular Position at the Middle School for the 2014-2015 school year:

Teresa Cilentio – Peer leadership Assistant

e) **Substitute Teaching Appointments**

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the attached revised substitute teaching list with an Emergency Conditional Appointment consistent with SAVE legislation requirements.

f) **Non-Teaching Substitute Appointments**

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the attached revised Non-Teaching substitute list with an Emergency Conditional Appointment consistent with SAVE legislation requirements.

**STUDENT REPRESENTATIVE OATH OF OFFICE & COMMENTS**

Pete Harris introduced student Danielle Stoner as the elected student representative for the Board of Education for the 2014-2015 school year. Danielle Stoner said a few words on her goals for being student rep. and thanked the Board for allowing her to represent the student body at this capacity. Danielle shared that if anyone student would like to share their concerns/questions, to please email her at [daniellestoner@highland-k12.org](mailto:daniellestoner@highland-k12.org).

**BUSINESS AND OPERATIONS:**

None at this time.

**SUPERINTENDENT COMMENTS**

Deborah Haab updated the Board with the following:

- A lot of different events took place during Homecoming weekend;
- Information center for Capital Project (bright, yellow suburban at Hannaford's);
- October 24<sup>th</sup> Black and Blue Bowl;
- October 26<sup>th</sup> School Law Conference;
- October 28<sup>th</sup> Capital Project Vote;
- Application for Absentee Ballots are available on website, District Office or Main office in High School;
- October 31<sup>st</sup> Superintendent's Day (1/2 pm)

- November 3<sup>rd</sup> Common Core parent workshop (math) to take place at Elementary School;

The Board had the following questions/concerns/comments:

- On behalf of the Board, Alan Barone thanked Deborah as well as the administrators for all their efforts in communicating with the public on the upcoming Capital Project vote.
- Mike Reid reiterated Alan's statement and articulated the remarkable efforts by all in getting the information out to taxpayers about the Capital Project Vote.

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

Sarah Dudley-Lemek informed the Board that October 31<sup>st</sup> is a scheduled ½ day Superintendent's Day. The focus on the meeting is to give the teachers the opportunity on informing each other what their students are achieving

### **BOARD OF EDUCATION:**

#### **New Business**

a) **School Overnight Trips – High School**

BE IT RESOLVED that the Board of Education, based upon the recommendation of the Superintendent of Schools, approves the following high school overnight trips for the dates and location as follows:

Trip Name: Canada-Quebec City  
Date: December 5-7, 2014  
Number of Students: 47 students

Trip Name: Disney-Orlando, Florida  
Date: June 4-7, 2015  
Number of Students: 50 students

Trip Name: Washington, DC  
Date: April 17-19, 2015  
Number of Students: 40 students

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

b) **Initiate Club at Middle School**

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves initiating a new math club at the middle school, supervised by an appointed individual on a volunteer basis.

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

- c) **Correspondence** – Recognized all the efforts on Friday's Homecoming Game and a special thank you to Athletic Director Pete Watkins.

d) **Future BOE Agenda Items**

The November 4<sup>th</sup> Board Meeting will be starting at 7:30 pm.

**Old Business:**

a) **BOCES Ballot For Election**

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, recommends the election of the following candidate to serve on the Board of Cooperative Educational Services:

**Seat #1 – Highland CSD (1-year unexpired term)**

Susan Gilmore

<u>Roll Call:</u>	<u>Aye/Nay</u>
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Heather Welch	Aye
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Mike Bakatsias	Aye
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Tom Miller	Aye
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Debbie Pagano	Aye
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Mike Reid	Aye
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Sue Gilmore	Aye
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Alan Barone	Aye
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**Motion carried with a 7-0 vote.**

**Deborah Haab stated the first meeting is to take place October 22<sup>nd</sup>. The District has invited Sue to attend Executive Session even though her official term date has not started as of yet.**

**PUBLIC COMMENTS:**

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

**Motion made by Heather Welch at 8:55 pm to go into Executive Session; Seconded by Mike Bakatsias; Motion carried with a 7-0 vote.**

**EXECUTIVE SESSION: (8:55 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 at 11:00 pm by Mike Bakatsias to exit Executive Session and return to open meeting; Seconded by Mike Reid; Motion carried with a 7-0 vote.**

**PERSONNEL**

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves appointing Nancy E. Hoffman, Esq. as the Hearing Officer pursuant to Section 75 of the New York State Civil Service Law, with respect to Employee No. 274, and authorized the Hearing Officer to hear evidence, make a transcript of proceedings and to issue a written report of her findings of fact and recommendations, including a disciplinary penalty, if any.

**Motion made by Debbie Pagano; Seconded by Tom Miller; Motion carried with a 7-0 vote.**

**Motion made by Mike Bakatsias at 11:03 to adjourn meeting; Seconded by Mike Reid; Motion carried.**

**ADJOURNMENT (11:03 pm)**

Minutes recorded and submitted by Lisa M Cerniglia, District Clerk