

Highland Central School District

MINUTES

Board of Education Meeting

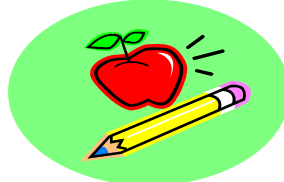
Tuesday, September 16, 2014

5:00 pm Board Retreat

Executive Session (Pending on Board approval)

7:00 pm Open Meeting

To be held in the High School Cafeteria



MEETING AVAILABLE VIA LIVESTREAM

BOARD RETREAT

BOCES Meeting Room

ATTENDEES:

Board Members Present: Alan Barone, Sue Gilmore (*stepped out at 8:00 pm, returned at 8:07 pm*), 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; Pete Harris, High School Principal; Meghan Connors, Middle School Assistant Principal; Joel Freer, Elementary School Principal; Kathleen Sickles, Elementary School Assistant Principal

CALL TO ORDER AND PLEDGE OF ALLEGIANCE (7:06 pm)

Board President, Alan Barone, called meeting to Order and the Pledge of Allegiance was then recited.

PUBLIC COMMENTS:

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

PRESENTATION

a) Alec Sorbin of Raymond G. Preusser, CPA, P.C. presented the audit findings from the following reports:

- Extra-Classroom Activity Fund-Cash Basis Year Ended June 30, 2014;
- Financial Statements & Supplementary Information Year Ended June 30, 2014:

Areas of concern that were reflected in the reports were:

- Deficiency in lunch fund program (this has been experienced with many districts, esp. since new “healthy lunch program” has been launched);
- Medicaid reimbursement

Discussion followed regarding the mentioned topics. The Board re-visited what the policy is to establish a Capital Reserve Fund and if this is something that should be considered.

- b) Kim Caso, Lacrosse Coach, updated the Board on her findings with Athletic Director Pete Watkins on proposing an A and B lacrosse girl's team.
- Different scenarios and enrollment numbers were then discussed.
 - Team would practice as a whole team but in competition the team would be separated (A and B team).
 - A Board resolution would be required if Marlboro girl's are to be included with Highland.
 - This proposal of an A and B team is not to be confused as a JV team.
 - Kim Caso will follow-up with Pete Watkins and further discussion will take place in October's Board meeting.

ACCEPTANCE OF REPORTS:

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

- a) Board of Education Meeting Minutes – August 26, 2014 and September 2, 2014

Motion made by Tom Miller; Seconded by Sue Gillmore; Discussion: none; 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, reported on the following updates:

- Report on enrollment numbers for 2nd grade should reflect the number 146;
- Highland Rotary will be at school on September 17th;
- Taconic Outdoor Education Trip scheduled in next few weeks;
- Safety Drill took place on Sept. 15th and Lock Down Drill on Sept. 16th.

The Board had no questions/concern/comments.

Meghan Connors, Middle School, reported on the following updates:

- Lock down scheduled for week of Sept. 22nd;
- Annual PBIS Fundraiser – “Trash Bag Fundraiser” Sept-5th – Oct. 3rd.
- Second annual fundraiser softball game with the Town of Police will be held on October 10th.

The Board had no questions/concerns/comments.

Pete Harris, High School, reported on the following updates:

- As of today's date, three fire drills took place;
- Recognized Rosann LaManna for her administrator support;
- Interviews for Assistant Principal and Spanish teacher currently taking place;

- What was once known as Academic Period is now titled Flex Period;
- Recognized Ms. Skrabak for developing a power point on her impressive vegetable garden. Pete further shared how a lot of these plants are used in our cafeteria to feed our students and faculty. The Board is encouraged to view the power point and/or visit the garden.

The Board had the following questions/concerns/comments:

- Sue Gilmore shared about a current episode on PBIS recognizing school gardens.

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

Director of Student Services, Barbara Chapman, will report at upcoming Board meeting due to current illness.

c) **Director of Technology**

Director of Technology, Carol Potash, updated the Board on the following:

- The process involved with upgrading the new email software

The Board had the following questions/concerns/comments:

- Addressed concern of communication regarding internet upgrade

Board member Sue Gilmore excused herself from room at 8:00 pm.

PERSONNEL:

Motion made by Tom Miller to move items “a-b” as a block. Seconded by Mike Reid;

Discussion: Head Custodian position is a provisional appointment due to civil service exam.

Motion carried with a 6-0 vote. Board recognized Ted Uecker for his many years to the District. They wish him well on his retirement. Ted will be recognized at upcoming Board meeting which will recognize all the recent retirees.

a) **Appointment**

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 requirement:

David Berryann

Position:

Head Custodian – Middle School

Step / Salary:

Grade 15, Step 6 / \$38,077

Effective Date:

September 17

Provisional:

Pending Civil Service Exam

Purpose:

Vinnie Wyant, retirement

b) **Resignation**

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

Employee:	Judi Beaulieu
Position:	School Monitor - Elementary School
Effective Date:	September 19, 2014
Purpose:	Resignation
Employee:	Deidra Cappillino
Position:	School Monitor – Elementary School
Effective Date:	September 1, 2014
Purpose:	Resignation
Employee:	Patrick Gethings
Position:	School Monitor – Middle School
Effective Date:	July 16, 2014
Purpose:	To accept a full-time custodian position
Employee:	Julius (Ted) T. Uecker
Position:	Head Custodian
Effective Date:	September 4, 2014
Purpose:	Retirement

BUSINESS AND OPERATIONS:

a) **Audit Findings & Corrective Action Plan**

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, accepts the External Auditor's Report *and* the Corrective Action Plan for the period ending June 30, 2014 after being reviewed by the District's Audit Committee.

Motion made by Mike Bakatsias; Seconded by Debbie Pagano; Discussion: none; Motion carried with a 6-0 vote.

Board member Sue Gilmore returned to meeting at 8:07 pm.

b) **SHARED SERVICES**

BE IT RESOLVED that the Board of Education, based upon the recommendation of the Superintendent of Schools, hereby authorizes the agreement to share services for the Director of Curriculum and Instruction with Marlboro Central School District pursuant to the "Municipal Cooperation Agreement Shared Services" .

Motion made by Mike Reid; Seconded by Heather Welch; Discussion: Alan Barone questioned the dollar amount that is being shared with Marlboro and what the mileage amount is between both buildings. Motion carried 6-0-2 (Alan Barone and Tom Miller abstained due to requesting further information.)

SUPERINTENDENT COMMENTS

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

- Classes are underway;
- The concern of the late arrival with buses at Elementary School has been addressed with transportation;

- Thanked the Principals for their assistance with bus issues;
- Encourage all to support our Athletic teams;
- “Information Centers” are one of the suggested ideas to help communicate to town on the Capital Project.
- Acknowledged the Board members that made themselves available at Open House.

The Board had the following questions/concerns/comments:

- Expressed concern of the times for afterschool runs. Assistant Director of Transportation, Debbie Tompkins, spoke about the conflicts that have developed. This would include; the addition of ninth period at the middle school, new bus drivers, day care and afterschool activities and changes in location for drop-off for students. Discussion further took place.

ASSISTANT SUPERINTENDENT’S COMMENTS

Assistant Superintendent, Sarah Dudley-Lemek, updated the Board on the following updates:

- Debra Kelley and Robin Hecht met for a plan on parent workshop for Common Core.
- September 26th is the next scheduled Superintendent’s Conference Day. Results from the activity known as “The Golden Circle” will be shared in the morning. Board members are welcome to attend.
- Upcoming Board meeting will have an agenda item of summer work that took place.

The Board had no questions/concerns/comments.

BOARD OF EDUCATION:

New Business

- a) **Public Presentation** – Capital Project Presentation to be scheduled Tuesday, October 21, 2014
- b) **Department Leader/ Team Leader / Grade Level Coordinator**
Draft was discussed.
- c) **UCSBA** – Meeting October 9, 2014 (RSVP)
- d) **Correspondence** – No correspondence was discussed.
- e) **Future BOE Agenda Items**
 - Question on the student representative discussed. Alan Barone stressed that the student is to recognize the commitment of Board of Education meetings. Further discussion took place about changing the process of student selection.
 - Questioned if any new money from the office of Skartados was received. Deborah Haab responded, “no”.

- Questioned about a “maintenance plan” in place.
- Status on playground project at Elementary School.

BUSINESS and OPERATIONS

Playground

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, hereby appropriates \$6,000.00 from the 2014-2015 school year budget specifically for the purposes of purchasing Elementary school playground equipment.

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

Old Business:

a) Second Reading (2nd) – Student Wellness

Discussion took place about any response from legal on the clarification on “lunch and breakfast”.

BE IT RESOLVED that the Board of Education upon the recommendation of the Superintendent of Schools adopts the 2014-2015 Student Wellness Policy.

Motion made by Tom Miller; Seconded by Sue Gilmore; Discussion: expecting a final report from legal; Motion carried with a 7-0 vote.

b) Second Reading (2nd) – 2014-2015 Code of Conduct

BE IT RESOLVED that the Board of Education upon the recommendation of the Superintendent of Schools adopts the 2014-2015 Code of Conduct Policy.

Motion made by Sue Gilmore; Seconded by Mike Reid; Discussion: Board would like to see a condensed version; Motion carried with a 7-0 vote.

CLOSING COMMENTS:

Alan Barone reiterated to the Directors that even with recent discussions on communication issues from the past week, that the Board recognizes all their accomplishments and hard work they have shown.

PUBLIC COMMENTS:

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

Motion made at 8:50 pm by Debbie Pagano to go into Executive Session; Seconded by Mike Reid; Motion carried with a 7-0 vote.

EXECUTIVE SESSION: (8:50 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;

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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 10:58 pm by Mike Reid to exit Executive Session; Seconded by Mike Bakatsias; Motion made by Mike Reid to exit Open Meeting; Seconded by Mike Bakatsias; Motion carried.

ADJOURNMENT (10:58 pm)

Minutes recorded and submitted by Lisa M Cerniglia, District Clerk