

Highland Central School District

AGENDA

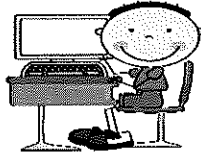
Board of Education Meeting

Tuesday, March 1, 2016

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

7:00 pm Open Meeting

To be held in the Board Room (E-32 @ High School)



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:

- 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 (approximately 10 minutes) which is 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.

SPECIAL PRESENTATION

(Rescheduled from February 16th)

- a) Spelling Bee and Geography Bee Winners

ACCEPTANCE OF REPORTS:

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

- a) Board of Education Meeting Minutes – February 9, 2016 and February 16, 2016

CURRICULUM AND INSTRUCTION:

- a) **Principals' Report:**
(Rescheduled from February 16th meeting)
Each month the Principals will report on important information and events occurring in their schools.
- b) **Director of Student Services Report:**
(Rescheduled from February 16th meeting)
Director of Student Services will report on operations of the Student Services Department.
- c) **Directors' Reports**
Each month the Directors' will report on important information and events occurring in their schools.

PERSONNEL:

- a) **Resignation**
BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, accepts the following resignation for coaching position:
Salvatore Mazzella / Volunteer Girls Lacrosse
Angelina Peter / Modified Softball Coach
- b) **Appointments**
BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following appointments as follows:
Salvatore Mazzella
Position: Varsity Track Assistant Coach
Salary: \$2,504.00
Effective: March 1, 2016

Samantha Wacker
Position: Modified Softball Head Coach
Salary: \$1,907.00
Effective: March 1, 2016

Angelina Peter
Position: Varsity Girls Track Head Coach
Salary: \$3,399.00
Effective: March 1, 2016

Zachary Whalen
Position: Modified Baseball Head Coach
Salary: \$1,907.00

Effective: March 1, 2016

Mitchell Yanik

Position: Adaptive Phys Ed (0.1 FTE) – ES

Salary: BA Step 1 / \$45,388 pro-rated

Effective: February 19, 2016 – June 30, 2016

Purpose: Replacing Alan Benson, leave replacement at MS

STUDENT REPRESENTATIVE COMMENTS

BUSINESS AND OPERATIONS

a) **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 2015-2016 Health & Welfare Contract for one (1) student at a cost of \$680.29 per student for a total of \$680.29 with the Wappingers Central School district and authorize the Board President and District Clerk to execute the contract.

Poughkeepsie City School District

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the 2015-2016 Health & Welfare Contract for four (4) students at a cost of \$870.93 per student for a total of \$3,483.72 with the Poughkeepsie City School District and authorize the Board President and District Clerk to execute the contract.

b) **Budget Increase**

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, accepts the donation from the Community Foundation of the Hudson Valley in the amount of \$1,495.00

FURTHERMORE BE IT RESOLVED that based upon the recommendation of the Superintendent of Schools the Board of Education approve the budget increase of \$1,495.00

| | | |
|------------------------------|----------------------|------------|
| <u>Appropriations</u> | <u>Total \$1,495</u> | |
| HS Instructional Contractual | | |
| A2110-449-01-0000 | | \$1,495.00 |
| | | |
| <u>Revenues</u> | <u>Total \$1,495</u> | |
| Donations A2701 | | \$1,495.00 |

c) **Preliminary School Budget for the 2016-2017 School Year** - Discussion

SUPERINTENDENT COMMENTS

ASSISTANT SUPERINTENDENT COMMENTS

BOARD OF EDUCATION:

New Business:

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

Old Business:

- a) **Attendance Policy** - Discussion
- b) **Snow Day Give Back** – Discussion
- c) **Assessment Committee Response**

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

ADJOURNMENT

HIGHLAND ELEMENTARY SCHOOL
Principal's Report
February 11, 2016

Enrollment:

| | | | | | |
|--------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| K: 135 | 1 st : 118 | 2 nd : 141 | 3 rd : 146 | 4 th : 148 | 5 th : 115 |
| Total: | 803 (as of 2/11/2016) | | | | |

APPR:

We have completed 57 announced and 24 unannounced observations at the elementary school. One support staff evaluation is completed as well.

Positive Behavior Interventions & Supports (PBIS):

We have incorporated themes for each of the months to make the PBIS work interactive. KINDNESS is the theme for February.

Superintendent's Conference Half-Day Plans for 2/12:

Grade level teachers will continue work on updating the ELA maps and received ENL training by our ENL teachers (Alisabeth Loewenthal & Dana DiStasi). Special area teachers will meet with their district-wide counterparts. Teaching assistants/aides will attend a workshop presented by GLSEN and a technology workshop. AIS Reading teachers will meet with their middle Support personnel will work on IEP development for the upcoming school year.

Guidance Counselor Update:

On February 1, 2016, the elementary guidance counselor, Kristin Candia, began assisting our students at the elementary school. In addition to helping students with social/emotional needs as they arise, the new counselor has been busy setting up a program to help transition our fifth grade to the middle school. She met with the fifth grade team to identify specific needs (ie. Organizational skills, study skills, time management, strategies to overcome bullying situations, etc). She will meet with classes to work on these specific skills and others as they arise in the coming weeks.

Technology Teaching Assistant Update:

This school year we have been fortunate to have the services of a technology teaching assistant. Deb Maietta has worked closely with teachers at all levels in the building to assist them in the utilization of technology.

- Type 2 Learn – This program was introduced last month. There have been a few glitches which are being worked out. Students are progressing nicely and increasing their proficiency with the keyboards.
- IPAD Apps for Math – In the primary grades, the use of the ipads with number bonds, ten frames and rekenreks have proven useful. Students are enjoying this additional method of instruction which compliments the instruction given in the classroom by their teachers.
- PowerPoint & PhotoStory – Grade 3 students have been creating reports and biographies in these two programs.
- Kahoot, MobyMax(Math) – Many grades have integrated these two programs for practice and review purposes in mathematics. Kahoot has been used by some students to advance themselves through topics.

Skyping:

One of our third grade classrooms has been experimenting with skyping to other countries. The class was successful in matching up with a similar aged class in Morocco and skyped for about an hour and thirty minutes. It was part of a program called, MysterySkype. Our students were partnered with a Moroccan class and were given clues about who they were talking with. They guessed Morocco by the end of the session. In addition, the foreign class had to guess that our students were from USA. This was tried again with a French group on four occasions but the connection was weak each time and the skype session was ended before students could engage in conversations. Our teacher, Rebecca Dudar, indicated that the French teacher contacted her and said this was a common issue for them.

Kindergarten Registration/Screening Status:

Packets are now available at the Registrar's Office. Packets have been available since Feb. 1st.

To date:

Packets picked up: 29 (30 additional parents have called to inquire about packets but have not come in yet)

Packets returned and appointments made for screening: 8

Arts-In-Education:

Kindergarten: Anti-Bullying Puppet Show sponsored by HES PTA

All Grades: Food Play Assembly sponsored by the Highland Wellness Committee and HES PTA

Grades 1 & 2: American Heritage Music & Dance Program sponsored by the HES PTA

All Grades: Jump Rope for Heart program – all month in our physical education classes

Upcoming Events:

PTA sponsored Annual Book Fair – February 26th – March 3rd

District-wide Scholarship Concert – Choral – March 2nd at HHS (6:30 pm)

District-wide Scholarship Concert – Instrumental – March 9th at HHS (6:30 pm)

Elementary Parent/Teacher Conferences – Thursday, March 3rd (5:45pm-9:00pm)

Elementary Parent/Teacher Conferences – Friday, March 4th (8:00am-11:00am)

PTA Meeting – Monday, March 7th (6:30 pm)

Staffing:

| Type of Staffing | FTE |
|--|------|
| General Education – Classroom Teachers | 35.0 |
| Special Education (Inclusion, 12:1, 8:1, Resource, ESL) | 14 |
| Special Area (Art, Music, Library, PE, AIS) | 11.6 |
| Special Supports (Psychologist, Social Worker, OT/PT, Speech, Nurse) | 8.0 |
| 19 Teaching Assistants/ 5 Aides | 24.0 |
| 2 Secretaries/ 1Attendance Clerk | 3.0 |
| Monitor | 1.0 |
| Health Aide | 1.0 |
| Security | 1.0 |
| Café Monitors (2.5 hrs) | 12 |

Attendance Report

Building: Highland Elementary

Absences

| | |
|------------------------------------|-------------------------------------|
| Dates | September 8, 2015-February 11, 2016 |
| Students at Stage 1 (more than 7) | 199 |
| Students at Stage 2 (more than 14) | 40 |
| Students at Stage 3 (more than 21) | 6 |
| Students at Stage 4 (more than 28) | 1 |

Clarifying details or comments:

Most of the above have been due to illness, medical appointments, bereavement, and vacation.

The seven students who are at 21 absences or more have been worked with closely by support staff, office staff and administration. In a few cases, CPS is also working with the families.

Tardies

| | |
|-----------------------------------|--------------------------------------|
| Dates | November 16, 2015 – January 29, 2016 |
| Students with more than 4 tardies | 44 |

Clarifying details or comments:

The daily number fluctuates depending on weather conditions.

**Highland Middle School
Principal's Report
February 11, 2016**

| Enrollment: | 02/11/16 | Staffing: | Teachers | Support Staff |
|------------------------------|-------------------|--------------------------|-----------------|------------------------------|
| 6th grade: | 141 | Full time HMS: | 37 | Teacher Assistants: 7 |
| 7th grade: | 131 | Full time travel: | 4 | Teacher Aides: 3 |
| 8th grade: | <u>138</u> | TCLP Grant: | 1 | |
| Total: | 410 | Part Time: | 2 | Monitors: 3 |

Calendar:

February 11: Referral Free Extravaganza

February 12: French Class Mardi-Gras celebration

February 18: GSA field trip

February 19: PTA Dance

February 25 & 26: 7th grade field trip to Dutchess Community College

FLIPPED LEARNING: During the ½ staff development on Friday, math teachers from grades 6-12 will be meeting with one of the major discussion points being flipped learning. There is a need to for both buildings to understand what each other is doing with overall math instruction, which includes flipped learning.

LAP: We have had an initial meeting with Karen Brooks from Ulster BOCES to discuss how we are using data to make instructional decision. She will be working with our Math teachers to improve this set of skills. This work will begin in March and continue through several meetings before the end of the school year.

FRENCH: Ms. Geiger, our French teacher, has planned a Mardi-Gras celebration with her students on the 12th. This will occur in the library and should involve plenty of food. The students are really looking forward to this event.

HOME AND CAREERS: I believe that this is the 3rd year in a row that Mr. Conklin takes 7th grade students to visit Dutchess Community College on a field trip. Students get to experience walking around the campus, visiting instructional settings, seeing dorms and even eating college food. It is a great experience for students to start to see what going to college could be all about.

ARABIC GRANT: I am anxiously awaiting notification about next year's grant. As soon as I hear anything, I will let you know.

BEHAVIOR INTERVENTION SPECIALIST: Ms. Garcia is at the middle school 1 day each week. She has been assigned a small number of students that require intense intervention. These may be students with behavior issues we have not been able to correct or student who have significant level of absences. Although it is still early, we think there has been positive impact.

**Highland High School
Principal's Report
February 5, 2016**

Student Mobility
Between 1/14/2106 – 2/5/2016

| | Freshmen | Sophomore | Junior | Senior |
|----------|----------|-----------|--------|--------|
| Exited | 0 | 0 | 0 | 0 |
| Entering | 0 | 2 | 0 | 0 |

Enrollment
As of 2/5/2016

| Grade | Class of ... | # Enrolled | | |
|-------------------------|--------------|------------|--|--|
| Freshmen | 2019 | 140 | | |
| Sophomore | 2018 | 153 | | |
| Junior | 2017 | 127 | | |
| Senior | 2016 | 137 | | |
| Total Enrollment | | 557 | | |

Staffing
As of 2/5/2016

| Teachers - HTA | # | Support Staff - HELPA | # |
|------------------|-----------|-----------------------|------------------|
| Teachers | 36.0 | Teaching Assistants | 3 |
| Full Time Travel | 0.8 Music | Full Time Monitor | 1 |
| | 0.5 ESL | Part Time Monitor | 1 (Lunch/Hourly) |
| | | Secretarial | 3 |

Upcoming Calendar Events

| Date | Event | Time |
|--|---|------------------------|
| February 12 th | Half Day A.M. Students/P.M. Staff Conference | |
| February 15 th | No School President's Day | |
| February 26 th & 27 th | Musical – You're a Good Man Charlie Brown | 7:00 p.m. |
| February 28 th | Snow Date – Musical | 7:00 p.m. |
| March 1 st | Parent/Teacher Conferences – P.M. | 6:00 p.m. – 9:00 p.m. |
| March 2 nd | H.S. Scholarship Chorus Concert | 6:30 p.m. |
| March 4 th | Parent/Teacher Conferences – A.M. | 8:00 a.m. – 11:00 a.m. |
| March 4 th | End of First Marking Period – Second Semester | |
| March 9 th | H.S. Scholarship Band Concert | 6:30 p.m. |
| March 11 th | Career & Tech Field Trip – Sophomores | |
| March 14 th | Snow Date – HS Scholarship Band or Chorus | |
| March 14 th | Snow Date – Career & Tech Field Trip | |
| March 21 st – 25 th | Spring Break – NO School | |

High School Mobility from 1/14/2016 to 2/5/2016

The chart below is intended to give a snapshot of student movement:

| New Entrants came from: | Exited Students went to: |
|-------------------------|--------------------------|
| | 1– Wallkill |
| | 1-Our Lady of Lourdes |

Science Olympiad - Highland High School finished in 7th place out of 21 schools at the Mid-Hudson Regional Science Olympiad competition at SUNY Ulster on Saturday, February 6th. Students spent the day working in teams to compete in science labs, program computer games, and demonstrate devices (including robots) they built in advance. Highland students won medals in the following events:

Bridge Building (5th place) - Max Cutugno, Alexa Langseder, and Nevin Nedumthakady

Disease Detectives (3rd place) - Christine Klein and Arianna Ranalli

Game on Computer Programming (4th place) - Max Cutugno and Alfred Worrad

Geologic Mapping (5th place) - Elvis Gadtaula and Michelle Pirroke

It's About Time (6th place) - Mac Cutugno and Alfred Worrad

Optics (6th place) - Dhruv Odedra and Pratix Parikh

Robotic Arm (6th place) - Max Cutugno

Wind Power (5th place) - Pratix Parikh and Michelle Pirrone

Model United Nations – On February 5th – 7th sixteen HHS students attended a simulated United Nations event hosted by Boston University. Mr. Masson has built Highland's team in to a group of powerful researchers, assertive speakers and effective advocates. This year BOSMUN recognized several of our individual student efforts the event:

Best Position Paper – Dean Riley

Delegate Honorable Mention - Kirti Shenoy

Verbal Commendation – Victoria Pflaum and Celia Gottlieb

Valentine's Luncheon – On Wednesday, February 10th the French Honor Society hosted approximately 50 senior citizens and retired teachers. The students hosted, performed and served the guests. This event was a great way to show appreciation to community members.

January English Regents – This January, juniors at HHS sat for the Common Core ELA exam with success. In the recent past juniors would take this exam in June of their junior year. The shift in test administration will reduce the number of tests most juniors need to focus on in June. It will also allow students to work toward meeting or exceeding Common Core Expectations during future Regents Test Administrations.

We are quite proud of how this data reflects HHS' ELA teaching and learning.

HHS January 2016 ELA CC results

| | | |
|-----------------------------------|--------------------|--------|
| Level 5 - Exceeds CC expectations | (scores of 85-100) | 63/127 |
|-----------------------------------|--------------------|--------|

| | | |
|---------------------------------|-------------------|--------|
| Level 4 – Meets CC expectations | (scores of 84-77) | 16/127 |
|---------------------------------|-------------------|--------|

| | | |
|---|-------------------|--------|
| Level 3 – Partially meets CC expectations | (scores of 76-65) | 31/127 |
|---|-------------------|--------|

| | | |
|---|-------------------|--------|
| Level 2 - Partially meets CC expectations | (scores of 64-55) | 11/127 |
|---|-------------------|--------|

| | | |
|--|------------------|-------|
| Level 1 Does not demonstrate skills at Level 2 | (scores of 55-0) | 6/127 |
|--|------------------|-------|

NAMI -On Wednesday, February 10th and Thursday, February 11th, National Alliance on Mental Illness (NAMI) the Mid-Hudson Chapter visited Highland High School to speak to students in Ms. Bowman's Health Classes. Mrs. Garcia arranged the guest speaker to present ending the silence "ETS." Students learned about mental illness directly from families and young adults who are living with mental illness themselves. 139 students learned how to respond if they see symptoms of mental illness in themselves or others. There was also emphasis on normalizing mental illness, encouraging openness and respect and reducing stigma. For more information visit Namimidhudson.org.

Highland Central School District

Office of Student Services, 320 Pancake Hollow Road, Highland, NY 12528

Barbara E. Chapman
Director of Student Services

bchapman1@highland-k12.org
845.691.1023
Fax: 845.691.1024

Director's Report February 16, 2016

Special Education Enrollment (District/out-of-District)

| K | 1 st | 2 nd | 3 rd | 4 th | 5 th | 6 th | 7 th | 8 th | 9 th | 10 th | 11 th | 12 th | Total |
|------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|------------------|------------------|------------------|--------|
| 14/1 | 13/3 | 18/2 | 19/2 | 23/2 | 12/1 | 15/4 | 24/2 | 23/4 | 14/6 | 21/4 | 19/3 | 13/7 | 228/41 |

Variance – We have applied for and received approval from SED for a variance for an elementary 4th-5th grade 12-1-1 class to have a thirteenth student. The variance is only good until the end of this school year and the district must take steps to open in compliance in September.

SPP Indicator #8 – As you recall, for the 2014-2015 school year, we had to administer the Parent Survey. You received copies of the survey last year and I reported that we had surpassed our minimum required sample size. We have received the results. I am pleased to report that our Percent Positive Parental Response Rate was 94.4% surpassing the state target.

Staffing Needs – The numbers are beginning to look like we may need an additional self-contained class at the primary level. These are 12-1-1 programs designed to help us keep as many of our students in district as possible. If needed, we would require a teacher and a teaching assistant.

Annual Review Planning – The weather has not yet seriously impacted our Annual Review planning and process. We met with all of the high school special education teachers and Mike Paff, HS CSE chair and school psychologist and reviewed every classified high school student. We review current programming, look at program modifications and accommodations and make recommendations for next year. As the high school special education program functions departmentally, each teacher may see all or most of the students while one teacher is designated as the IEP Coordinator. Students function differently in different settings so it is very valuable to have a discussion of progress and needs with them all having input. We had lively and productive discussions of program needs for the following year and made some minor tweaks. I also check each teacher's IEPs for completion, quality, and content. Subsequent to this meeting, each IEP Coordinator will call the families using the form in the attachments and discuss the recommendation in preparation for the upcoming Annual Review. Should there be concerns, the teacher will immediately notify the Special Ed Coordinator who will let the building administration and my office know. At that point, we may need to postpone or reschedule a meeting, or more information may be needed. But we are prepared to go to the meeting to support our students and families and resolve any conflicts. On February 9th, I met with Lisa Neer, MS CSE chair and school psychologist, the special ed coordinator and the eighth

In a safe and caring learning environment, we inspire students to make connections, think critically and become productive global citizens who create legacies that make our community proud.

Students are our priority.

grade special ed teachers and reviewed all of the 8th grade moving to 9th grade students as well as all other classified MS students and discussed their programs for next year. Those families will be called next week and Holly has sent out the invitation letters for the Annual Review meetings. Middle and high school students get invitations as well as their parents and are expected to attend their meeting as a part of learning self-advocacy skills. Elementary school meetings with Sara Moore, K-4 CSE chair and school psychologist will be on Feb. 17th. All in district annual reviews will be completed before spring break. Seniors and incoming kindergarteners are done in May.

A Look Back – When I came to this district in the fall of 2000, there were many things that needed addressing. Prior to my arrival, the district had been involved in a number of very costly due process hearings. As my goal has always been to establish good working relationships with our families and staff, I am proud to say that the district has not had to spend any money on a full blown due process hearing since that time. The classification rate was too high and students were not appropriately classified, i.e. over use of particular classifications. This has been rectified. Most students did not have a current IEP in place in the fall of 2000 and now, if we had printers at meetings, most families would receive their child’s finalized IEP at the meeting. Most IEPs are mailed home the next day. Special Ed programming was inconsistent and not always in line with regulation. We work continuously to make sure that programming for our students is effective but not enabling. State aid through the STAC system had not been applied for in a number of years. We were able to work with the state (I think it helped to know people in SED from my work on the Commissioner’s Advisory Panel on Special Ed.) to back file for that aid and receive it. Now our STAC system is accurate and current. I am proud to have worked with an amazing team of people over the years to be able to have the good things that are happening for our student.

Attachments:

- NYSED 2014-2015 Parent Questionnaire
- Summary of Parent Annual Review Conference
- “We Must Shift the Purpose of Schooling” - <http://humaneeducation.org/blog/2016/01/28/shift-purpose-schooling/>
- “Why Teaching Kindness in Schools is Essential to Reduce Bullying” - <http://www.edutopia.org/blog/teaching-kindness-essential-reduce-bullying-lisa-currie>
- “Students at First Vegetarian School Find Better Health and Academic Success” - <http://www.forksoverknives.com/students-at-first-vegetarian-school-have-physical-and-academic-success/>

In a *safe* and *caring* learning environment, we *inspire* students to make connections, *think* critically and become *productive* global citizens who *create* legacies that make our community *proud*.

Students are our priority.

HIGHLAND CENTRAL SCHOOL DISTRICT INTRADISTRICT COMMUNICATION

To: Ms. Deborah Haab, Superintendent of Schools
From: Ms. Maria McCarthy, Food Service Director
Date: February 22, 2016
Subject: January 2016 – Activity Report for Food Service Department

A) Meal Counts

- 1) Breakfast – A total of 4,009 breakfasts were served. This makes the average meal count 211 per day. This figure is reimbursable meals, does not include a la carte sales. Participation was 12.7%.
- 2) 75% of all reimbursable breakfast meals were served to the students who have a free or reduced meal status.
- 3) Lunch – A total of 17,685 lunch meals were served. This makes the average reimbursable meal count 931 per day. Participation was 56%.
- 4) 51.6% of all reimbursable lunch meals were served to the students who have a free or reduced meal status.
- 5) 37% of our enrollment of 1774 qualify for free or reduced meal status.

B) Highlights

Attended the Regional Industry Seminar in Fishkill, New York to preview commodity options that will be available for the 2016/2017 school year.

The Rondout Valley Growers Association generously donated 140 pounds of frozen organic blueberries. These blueberries were offered with lunch and enjoyed by all grade levels. A thank you letter was sent to the executive director, Ms. Deborah Meyer DeWan.

If you need further information, please contact my office.

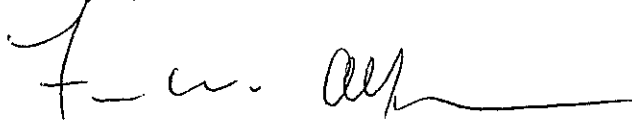
Highland Central School District

Frank Alfonso, Athletic Director
845-691-1031
FAX 845-691-1033

To: Mrs. Haab
Date: February 26, 2016
Subject: Board Update

- Every Varsity team for the winter season qualified as a scholar athlete team. They each had a combined average of 90.0 with a minimum number of team members.
- Spring sports sign ups were held in the beginning of February. There were no sign ups for the Varsity Girls Golf team. It has been reported to the league that Highland will not have a team this year.
- Varsity Cheerleading went to Ocean City, MD for the Reach the Beach National Competition.
- Varsity Baseball is still fundraising and organizing for their trip to Aberdeen, MD over spring break.
- Varsity Wrestling had one sectional champion that is going to the state championship in Albany from Thursday, February 25th through Saturday, February 28th.
- Varsity Bowling had four students qualify for the State Championship in Buffalo. They are going from Friday, March 4th through Sunday, March 6th.
- The Varsity Girls Basketball team qualified for the sectional games. They played O'Neill High School for their quarter final at home on Wednesday, February 24th. After winning that game, they will play Marlboro at Marlboro High School on Friday, February 26th.
- All coaching positions have now been filled for the spring season.
- The Athletic Placement Process for the spring is still being held. Thirteen middle school students signed up to try out for JV and Varsity sports. Five qualified in previous seasons. Four have passed the test. One student will be tested after they have been medically cleared from an injury. Two students are still being tested. One student did not pass. The students that have qualified will be going out for JV and Varsity Softball, JV and Varsity Baseball and Varsity Track.

Thank you,



Frank Alfonso
FA/esm

HIGHLAND CENTRAL SCHOOL DISTRICT

320 Pancake Hollow Rd., Highland, NY 12528

OPERATIONS & MAINTENANCE DEPARTMENT

Peter D. Miller, Superintendent of Buildings & Grounds, Director of O&M, Facilities Manager II

(845) 691-1046 - Fax (845) 691-1016

BOARD OF EDUCATION

March 1, 2016

FACILITIES DIRECTOR'S REPORT

GENERAL

- The buildings remain in decent shape. Hallways in some areas are only beginning to show the normal winter wear from the salts and sand brought into the buildings on shoes.

GROUNDS

- Grounds men are continuing with the repair of portable bleachers. They are also gearing up, barring any snow to start field preparations for spring sports on or about March 1.
- Traffic, information, parking, notification and restriction signage at all three schools is being updated this spring. These materials are currently being assembled for this project.
- A new dump truck with a plow and sander was delivered on February 23. This is another a piece of the O&M Equipment Proposition. A complete list of equipment purchased under the proposition shall be forthcoming in the next BOE report.

FACILITIES

- Due to the weather this has been a very difficult year for controlling the HVAC systems – the systems have not been able to develop a “cold weather memory” and this has caused under-heating as the system does not react or react soon enough to heat the building(s) properly. Johnson Controls, through TBS Controls will be rewiring the LAN BUS communication system in the elementary school to improve HVAC component communication. This will be at no charge to the district.
- We have experienced some roof leaks this winter, mostly in the middle school gym and the C-Wing of the high school. Also expansion joints on the high school roof have leaked in the auditorium, G-Wing and C-10. These issues are being addressed as best as possible for a temporary fix with roof and expansion work being done in the capital project in 2017.
- There has been ongoing work with the Palombo Group and Ashley McGraw on design work and scheduling for the capital project. A pre-bid contractor walk through was held on Friday, February 19th.

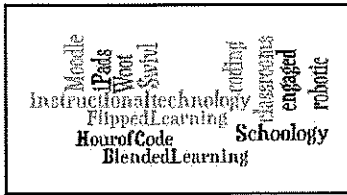
SCHOOL BUS MAINTENANCE

- Sixty (69) buses have been inspected in this year's inspection cycle beginning April 1, 2015. Three (3) buses were inspected on February 23rd. The three (3) were: two (2) new suburbans and bus #147 which had been “temporarily-out-of-service” (TOS) for multiple mechanical issues; from sensors, to particulate filter, to water pump and turbo issues. All three (3) passed, yielding a passing rate of 95.65% for the inspection cycle. Three (3) buses had failed previously during this period.
- Six (6) buses are scheduled to be DOT inspected on March 4th, 2016.

- The diagnostic lap top computer purchased for the mechanics has already generated significant value in saving the district from having to purchase at least two (2) particulate filters for diesel buses. We were able to determine a regen was needed prior to the filters becoming plugged and then having to be replaced. These filters cost approximately \$3.600 each. This computer currently has the diagnostics for Cummins engines and we are in the process of acquiring the programs for the Caterpillar engines as well.
- Cameras are to be installed in the two (2) new surburbans prior their use. This is in the process of being finalized.

PERSONNEL

- One (1) Custodial Worker position remains open.
- One (1) Custodian position is currently open due to retirement. We finally received the Civil Service list with contact information. Interviews are being scheduled shortly.



Technology Services Dept.

Report to the Board of Education

Carol Potash, Director

March 1, 2016

I. DESKTOP SUPPORT TICKETING SYSTEM (SchoolDude)

| Date | # Support Tickets Submitted | Completion Rate | Current Work in Progress |
|---|------------------------------------|----------------------------------|---------------------------------|
| 9/1/2016 – 2/25/16 (105 School Days) | 544 tickets | Avg. Completion Rate = 7 Days | 9 |

This system does not monitor the work that we do in the Tech. Dept. SchoolDude is a tool that was set up for us to stay organized with Desktop Support requests, and to assist in keeping track of requests and future work. One request could have hours of work behind its resolution. In essence, this tool does not accurately reflect the number of tasks that the Tech. Dept. performs, nor does it track completion rates, necessarily.

Notes:

- Response time is not tracked. We respond very quickly to support users.
 - We remote in to try and solve problems as soon as we possibly can.
- Tickets can hang around in the system for many reasons (parts on order, reminder for future work and events, etc.) so the completion rates aren't accurate.
- This system does not track support requests from other avenues.
 - When trying to log phone calls, we tracked an average of 30 phone calls for assistance per day for a 30 day period. During busier times, there are many more than 30 calls in a day.
 - People stop by the office with an issue, or stop us in the hallways with issues. Many of these issues need to be worked on quickly.
 - The number of e-mails we receive for help are also not tracked.
 - The number of requests we receive via phone or e-mail by far outweighs what this system shows.
 - Remember - EVERY issue for EVERY user is an emergency.
- There are many, many, more tasks we do that do are not desktop support.
 - Phones, printers, security cameras, heating systems, initiatives, etc.
- Currently:
 - a. 600 mobile devices deployed.
 - i. Not counting cell phones.
 - ii. 210 mobile devices deployed since last spring.
 - iii. 175 more mobile devices currently on order.
 - b. 450 + existing desktop computers.
 - i. 70 new desktops since summer.
 - ii. Most teachers have new computers.

c.

| Classroom Technologies | |
|------------------------|-----|
| Document Cameras | 102 |
| Boards | 109 |
| Projectors | 111 |

II. **INVENTORY** - System to inventory / deploy a new device.

- d. Inventory the Serial Number on each device. Record on a spreadsheet.
- e. Configure a sticker, print a sticker, and place the sticker.
- f. If there is a BOCES sticker, we need to also place that and record it on the spreadsheet, pass it along to BOCES.
- g. Image the machine – can take a long time.
- h. Deploy to the classroom / office.
- i. iPad carts get deployed based on where the administration purchased the cart for. In the HS and MS, the Library Media Specialists do their best to sign out the carts and monitor them. In the ES, there is a Teaching Asst. that keeps track of the carts and where they are. On many Conference Days, the Library Media Specialists or the Tech. Dept. checks through each cart.
- j. Move the old workstation to storage.
 - i. Remove hard drive.
 - ii. Remove RAM.
- k. A snapshot of iPad Management System is attached.
 - i. We install Find My iPhone/iPad app on every device.
 - ii. Each device is registered with Apple as belonging to Highland CSD.
 - iii. The majority of devices are engraved as having to belong to Highland CSD.

III. **Graduation Livestream**

- Attached is a quote (\$1900.00) from Total Webcasting for them to Livestream the HS Graduation Ceremonies. They will still be relying on our audio and Internet connections to their 'station'.
- They will set up two cameras, static or roaming.
- A robotic cart will work the cameras.
- The cart will need to have audio cables attached so that it captures the audio from the cameras or the microphones. That means there will be cables exposed on the field. They will try to do wireless but there are no guarantees wireless will work so usually, they prefer wired microphones.
- The cart requires a van to be parked on the field to keep the cart out of direct sunlight – to prevent it from being overheated. They will put it on the edge of the ceremonies somewhere.
- There is not Internet everywhere. So, at the least, they will just record it and place it up on the web the next day or two.

IV. Board of Education Meetings Livestream

- Total Webcasting will provide a webcasting 'solution' to the meetings, but it's only livestreamed if someone configures it on the day. Otherwise it goes the next day or two to an archived recording.
- The cost will be around \$250 / month.
- If we want this service, we will need to place a computer / mounted camera / speaker system with microphones in the conference room.
- Microphones are problematic as they need to be wired.
- Total Webcasting does not recommend the use of wireless anywhere. (Due to instability of the audio)
- Estimated cost of equipment they discussed with us was anywhere in the range of \$4000.00 - \$5,000.00 without a microphone solution.

Example of HCSD iPad Management Tool for Inventory and Managing iPads CPotash 3/1/2016

| Display Name | Managed | Model | Serial Number |
|---------------------|----------------|-----------------------------|----------------------|
| ES-iPadCart3- 13 | Managed | iPad 2 (Wi-Fi) | F64KDR3WDFHW |
| ES-iPadCart3- 19 | Managed | iPad 2 (Wi-Fi) | F5XKC7CCDFHW |
| ES-iPadCart3- 12 | Managed | iPad 2 (Wi-Fi) | F64KDPSFDFHW |
| ES-iPadCart3- 15 | Managed | iPad 2 (Wi-Fi) | F64KDMT0DFHW |
| ES-iPadCart3- 14 | Managed | iPad 2 (Wi-Fi) | F64KDTM1DFHW |
| ES-iPadCart3- 16 | Managed | iPad 2 (Wi-Fi) | F64KDMZJDFHW |
| ES-iPadCart3- 18 | Managed | iPad 2 (Wi-Fi) | F5RKCUDTDFHW |
| ES-iPadCart3- 17 | Managed | iPad 2 (Wi-Fi) | F5XKC6Z3DFHW |
| ES-iPadCart3- 20 | Managed | iPad 2 (Wi-Fi) | F64KDL5WDFHW |
| ES-iPadCart3- 22 | Managed | iPad 2 (Wi-Fi) | F64KDPHUDFW |
| ES-iPadCart3- 21 | Managed | iPad 2 (Wi-Fi) | F64KDJMADFHW |
| ES-iPadCart3- 25 | Managed | iPad 2 (Wi-Fi) | F64KDK5EDFW |
| ES-iPadCart3- 24 | Managed | iPad 2 (Wi-Fi) | F64KDMV7DFHW |
| ES-iPadCart3- 27 | Managed | iPad 2 (Wi-Fi) | F64KDG1GDFHW |
| ES-iPadCart3- 23 | Managed | iPad 2 (Wi-Fi) | F5RKC9PXDFHW |
| ES-iPadCart3- 26 | Managed | iPad 2 (Wi-Fi) | F64KDME2DFHW |
| ES-iPadCart3- 30 | Managed | iPad 2 (Wi-Fi) | F64KDJD4DFHW |
| ES-iPadCart3- 29 | Managed | iPad 2 (Wi-Fi) | F64KDEGJDFHW |
| ES-iPadCart3- 28 | Managed | iPad 2 (Wi-Fi) | F5RKC8VDFHW |
| ES-iPadCart3- 1 | Managed | iPad 2 (Wi-Fi) | F5RKCWULDFHW |
| ES-iPadCart3- 5 | Managed | iPad 2 (Wi-Fi) | F64KDKD8DFHW |
| ES-iPadCart3- 10 | Managed | iPad 2 (Wi-Fi) | F5XKC5HMDFW |
| ES-iPadCart3- 4 | Managed | iPad 2 (Wi-Fi) | F64KDTP8DFHW |
| ES-iPadCart3- 7 | Managed | iPad 2 (Wi-Fi) | F5XKC7ADDFHW |
| ES-iPadCart3- 6 | Managed | iPad 2 (Wi-Fi) | F5RKC9BSDFHW |
| ES-iPadCart3- 9 | Managed | iPad 2 (Wi-Fi) | F64KDKGJDFHW |
| ES-iPadCart3- 2 | Managed | iPad 2 (Wi-Fi) | F64KDK3ZDFHW |
| ES-iPadCart3- 3 | Managed | iPad 2 (Wi-Fi) | F5RKCWUSDFHW |
| ES-iPadCart3- 8 | Managed | iPad 2 (Wi-Fi) | F5RKC0ZDFHW |
| HS-ArtTch | Managed | iPad 4th Generation (Wi-Fi) | DMPK8FKHF182 |
| HS-Art- 4 | Managed | iPad 4th Generation (Wi-Fi) | DMPK8GXWF182 |
| HS-Art- 3 | Managed | iPad 4th Generation (Wi-Fi) | DMPK8G3GF182 |
| iPad | Managed | iPad 4th Generation (Wi-Fi) | DMPK8GERF182 |
| HS-Art- 2 | Managed | iPad 4th Generation (Wi-Fi) | DMPK8FBAF182 |
| HS-Art- 5 | Managed | iPad 4th Generation (Wi-Fi) | DMPK8G0SF182 |
| HS-Art- 7 | Managed | iPad 4th Generation (Wi-Fi) | DMPK8GZJF182 |
| HS-Art- 1 | Managed | iPad 4th Generation (Wi-Fi) | DMPK8GYGF182 |
| HS-iPadCart5-5 | Managed | iPad 4th Generation (Wi-Fi) | DMQL31MUF182 |
| HS-Teacher- 3 | Managed | iPad 4th Generation (Wi-Fi) | DMQL31JUF182 |
| HS-Teacher- 4 | Managed | iPad 4th Generation (Wi-Fi) | DMQL31HXF182 |
| HS-Teacher- 9 | Managed | iPad 4th Generation (Wi-Fi) | DMQL31U6F182 |
| HS-iPadCart5-3 | Managed | iPad 4th Generation (Wi-Fi) | DMQL31LWF182 |
| HS-iPadCart5-1 | Managed | iPad 4th Generation (Wi-Fi) | DMQL31MLF182 |
| HS-iPadCart5-9 | Managed | iPad 4th Generation (Wi-Fi) | DMQL31TMF182 |
| HS-Teacher- 1 | Managed | iPad 4th Generation (Wi-Fi) | DMQL31HNF182 |