

Highland Central School District

MINUTES

Board of Education Meeting

Tuesday, September 1, 2015

6:00 pm Executive Session (Pending Board Approval)

7:00 pm Open Meeting

Held in the Highland High School Board Room (E-32)



Motion made at 6:14 pm by Heather Welch to go into Executive Session; Seconded by Debbie Pagano; Motion carried with a 6-0 vote.

EXECUTIVE SESSION

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

- Collective Negotiations pursuant to Article 14 (Taylor Law) of the Civil Service Law;
- 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 7:12 pm by Heather Welch to adjourn Executive Session and go into Open Meeting; Seconded by Tom Miller; Motion carried with a 6-0 vote.

ATTENDANCE:

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

Administrators/Principals/Directors: Deborah Haab, Superintendent of Schools; Sarah Dudley-Lemek, Assistant Superintendent of Schools; Maria McCarthy, Food Services Director

CALL TO ORDER AND PLEDGE OF ALLEGIANCE (7:16 pm)

Board President Alan Barone called meeting to Order at 7:16 pm.

PUBLIC COMMENTS:

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

- Margaret Malcolm, community member, expressed concern on the following topics:
(1) School Tax Bill;

- (2) Made reference to recent article in the Poughkeepsie Journal titled, “Patterns in Progress” (students preparing for college academically);
 - (3) What is the pupil expenditure cost per year?
 - (4) Acknowledged Louise Lynch for answering her concerns from the last board meeting.
- Fiona Malcolm, community member, mentioned the following:
 - (1) On the prior agenda, employee name, Alissa Morano, was spelled incorrectly. The correct spelling is with an “i” and not a “y”.
 - (2) The June 16th agenda was not located on the website. *This was a technical error when the agenda was relocated to archives.*
 - (3) Is the stipend for Athletic Director including benefits? Response: “no”.
 - (4) Was the Athletic Director’s position re-posted for the 2015-2016 school year? Response: “yes”.
 - (5) According to the HTA contract, did potential employee’s express interest for stipend positions/coaching by required date of July 1? Response: “yes”.
 - (6) Asked about the status of SRO’s in the school. Deborah Haab explained the District employed a SRO for a short time under a contract with the Town of Lloyd Police Department. Subsequently the District hired three Senior Security Guards, one for each building. All of these security personnel have law enforcement backgrounds.

PERSONNEL:

**Motion made by Heather Welch to move items “a-f” as a block; Seconded by Ed Meisel;
Discussion: none; Motion carried with a 6-0 vote.**

a) **Coaching Appointments**

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following coaching position for the Fall 2015-2016 school year:

Zachary Helmer

Position: Varsity Boys Golf Volunteer Assistant Coach

Stipend: Volunteer

Effective: August 17, 2015

William Purdy

Position: Modified Football Volunteer Assistant Coach

Stipend: Volunteer

Effective: September 8, 2015

b) **Salary**

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the revised salary for employee Michael Paff (School Psychologist/High School) due to degree MA 60 + 9, Step 5 / \$65,645.42.

c) **Appointment – Leave Replacement**

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

Elizabeth Watts

Position: Science Teacher – Middle School
Salary: MA Step 1 / \$48,123.00
Effective Date: September 1, 2015
Purpose: Replacing Jordan Chen, leave of absence

d) **Service Agreement**

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the attached updated Personal Service Agreement for Carly Jacobsen, Secretary to the Superintendent, effective July 1, 2015.

e) **Appointment**

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

Alan Benson

Position: Adaptive PE Teacher, 0.1 FTE – Elementary School
Salary: BA Step 2 / \$3,104.10 (pro-rated)
Effective: September 1, 2015 – June 30, 2016
Purpose: Part-Time Position

Peter Forman

Position: Math Teacher – High School
Salary: MA Step 4 / \$58,309
Effective: September 1, 2015
Probationary Period: September 1, 2015 – August 31, 2019
Tenure Area: Mathematics
Purpose: New (position increased from PT to FT)

Theresa Wilson

Position: School Monitor – Elementary School
Salary: Grade 3, Step 1 / \$10.52 hr
Effective: September 1, 2015
Probationary Period: September 1, 2015 – March 1, 2016
Purpose: Replacing Erica Rozzi, transfer to teacher aide

f) **Re-Organizational Appointment**

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following appointment as part of the re-organizational meeting dated July 7, 2015:

Records Access Officer Sarah Dudley-Lemek

BUSINESS AND OPERATIONS:

a) **Ashley McGraw Architects' Proposal to Provide Professional Services – 2015 Buildings Conditions Surveys** - Discussion

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves to authorize Ashley McGraw to perform work relative to a building condition survey and five year capital improvement plan each at a respective cost of \$0.05 per sq ft for each service.

Motion made by Tom Miller; Seconded by Debbie Pagano; Discussion: approximate square foot is 300,000. This is a state mandate and work is required to be done prior to November 15th. State will reimburse. Motion carried with a 6-0 vote.

b) **Policy 5630, Meal Charging** – Discussion took place about the changes in policy that legal recommends. Further discussion took place regarding families that fall at the cut-off amount for eligibility for free and reduced lunch prices. 2nd Reading to be on the September 15th agenda.

c) **Installment Purchase Agreement** – Discussion took place on the lease agreement on copier machines that will soon expire. Louise Lynch has conversed contract options with three (3) different vendors. Louise will update at September 15th meeting.

SUPERINTENDENT COMMENTS

Deborah Haab updated the Board on the following events/topics:

- 1st day of Superintendent's Day went very well. Thanks to Alan Barone, Heather Welch and Tom Miller for their attendance.
- Recognized all the twelve (12) month employees for their efforts to make the buildings prepared for new students, example; high school gymnasium, fresh paint on the walls, etc.
- Staff will be back in attendance for 2nd day of Superintendent's Day on September 2nd.
- District calendars have been printed and mailed.
- Ulster County BOCES will be hosting an Open House on September 22nd from 3-5 pm.
- The original Dr. Carl F. Meekins sign was misplaced during one of the capital projects that followed the original dedication. A new sign has been ordered and a re-dedication ceremony will be scheduled for one of the upcoming home football games.
- NYSSBA meeting to take place in October, please let Deborah know if you plan to attend.
- Secured website, BoardDocs, is being discussed for a possible use. The net cost is approximately \$4,500.
- NYSSMA participation.

The Board had the following questions/comments:

- Sue Gilmore commented the positive results of using BoardDocs.

- The website, craigslist, was suggested for advertisement for the vacancy position on bus drivers.

ASSISTANT SUPERINTENDENT COMMENTS

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

- September 1st started on a positive note;
- Follow-Up sessions took place with staff regarding DASA procedures;
- Safety team meeting with SRO's took place;
- November 12th is District Wide Emergency Day which will have a new agenda;
- NY Learn training to take place September 2nd;
- Attendance procedure for new school year discussed;
- Approximately 138 registered for Kindergarten, as of today's date.

The Board had the following questions/concerns:

- Alan Barone asked Board if the five (5) week period is acceptable to review data from the attendance report. Board agreed "yes".

BOARD OF EDUCATION:

New Business:

- a) **BOE Meeting** – Due to conflict in June 2016 with Elementary School Moving-Up Ceremony, Alan Barone asked board members to check their calendars for alternative date.
- b) **Ulster County School Boards Association Meeting** - Monday, September 21, 2015 at 6:00 pm. R.S.V.P. required.
- c) **APPR Hardship Waiver Process for 2015-2016 School Year** – Once discussion took place, it was decided to move forward, as recommended from legal, to apply for waiver . Alan Barone stated the completion of the waiver application within SED's Business Application Portal between October 1, 2015 and October 30, 2015.
- d) **Board Retreat** – Wednesday, September 2, 2015, 5:30 pm located "off-site".
- e) **Executive Session** – September 16, 2015 at 5:30 pm located at High School Board Room (E-32). Purpose is 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.
- f) **BoardDocs Software** – Discussion took place earlier during "Superintendent's Comments".
- g) **Correspondence** – No correspondence was discussed.
- h) **Future BOE Agenda Items**

Old Business:

- a) **Assessment Committee** – Alan Barone suggested that this committee should include a few staff members, community members and administrators on a volunteer basis. The purpose of this committee is to one (1) discuss concerns about the current state assessment system and two (2) send their recommendations to Albany. It is not to endorse any policies. Ed Meisel suggested that a representative from Albany come speak to the community to address this topic. Further discussion to take place.

PUBLIC COMMENTS:

The floor was open for public comments. The following community members spoke:

- Margaret Malcolm, asked about the process of executive session at board meetings.
- Fiona Malcolm asked about Adaptive Phys. Ed. teacher at the Elementary School. Deborah responded that approximately 3-5 students have adaptive physical education service. Fiona also asked about high school and Deborah Haab responded that Mike Milliman is the Adaptive Phys. Ed. teacher. Fiona Malcolm asked about students receiving services out of district. Deborah Haab responded, “yes” there are students placed out of district for services.

Motion made at 8:43 pm by Tom Miller to adjourn Open Meeting and go into Executive Session; Seconded by Ed Meisel; Motion carried with a 6-0 vote.

EXECUTIVE SESSION: (8:43 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. x 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 9:50 pm by Heather Welch to adjourn Executive Session and adjourn meeting; Seconded by Ed Meisel; Motion carried with a 6-0 vote. Meeting adjourned.

ADJOURNMENT (9:50 pm)

Minutes recorded and submitted by Lisa M. Cerniglia, District Clerk

