

Beekmantown Central School District

Board of Education Meeting

Place: **MS/HS Library**

November 12, 2013

Minutes

Call to Order

Call to Order

Debbie Passno called the meeting to order at 6:15 pm and Ed Marin led the pledge of allegiance.

Members Present

- | | | |
|---|--|---|
| <input type="checkbox"/> Eric Anderson | <input type="checkbox"/> Cathy Buckley | <input checked="" type="checkbox"/> Ed Marin |
| <input checked="" type="checkbox"/> April Bingel | <input checked="" type="checkbox"/> Michael Hagadorn | <input checked="" type="checkbox"/> Debbie Passno |
| <input checked="" type="checkbox"/> Andrew Brockway | <input checked="" type="checkbox"/> Leonard King | <input checked="" type="checkbox"/> Pauline Stone |

Bradley Cech, Ex-Officio, Student Board Member

Others Present

- Daniel Mannix, Superintendent of Schools
- Nelly Collazo, HS Principal
- Joha Battin, HS Assistant Principal
- Amy Campbell, MS Principal
- Brittany Trybendis, MS Assistant Principal
- Elaine Dixon, BE Principal
- Garth Frechette, CH Principal
- LeeAnn Short, Director of Special Services
- Gary Lambert, Educational Technology Coordinator
- Daniel Noonan, Superintendent of Buildings & Grounds
- Shane Brink, Transportation Supervisor
- Roxann Barnes, School Lunch Manager
- Joseph Lavorando, School Attorney
- Mary LaValley Blaine, School Business Executive
- Joanne Menard, District Clerk

Visitors

Visitors

Susan King	Ken Maurer	Sally Clancy
John Clancy	Gary Gudz	Patty Gallagher
Lucy Giroux	Holly Sims	

Approval of Agenda

**Approval of
*Agenda***

It was moved by Andrew Brockway, seconded by Pauline Stone, and unanimously carried, that the Board of Education approve the agenda.

Public Comment

Public Comment (None at this time.)

*Presentation
Audit Report 2012-2013*

Presentations

Topic: Audit Report 2012-2013

Presenter: Michael Boulrice of Conroy, Boulrice, Telling & Trombley, PC

Mr. Michael Boulrice of Conroy, Boulrice, Telling & Trombley, PC reviewed the 2012-2013 Audit Reports and management letter with the Board. A question and answer period followed.

Local Assistance Plan

Topic: Improving Achievement for Students with Disabilities and Students with Poverty (LAP)

Presenter: Jane Landry, Assessment & Instructional Planning Coordinator
Lora Recore-Parks, Regional Special Education –
Technical Assistance Support Center
Elaine Dixon, Cross, BE Principal
Garth Frechette, CH Principal

A PowerPoint presentation was given on Improving Achievement for Students with Disabilities with Poverty (Local Assistance Plan (LAP)). A question and answer period followed.

Reports/Presentations

Reports

Daniel Mannix, Superintendent of Schools reported on the following:

- An early release day was held on 11/5/13 which addressed Pre-12 Common Core State Standards with a follow-up meeting with the administrative team.
- Commissioner King is coming to town and the district submitted the names of a board member and administrator. Principal Campbell was selected to sit on the panel. This will be a televised event.
- We have been looking at identifying energy savings regarding natural gas. The Public Service Commission is meeting soon.
- The late item to the agenda was the appointment of a law firm to represent the district in the suit by Level 3 Communications. Jackie Keller of Stafford, Piller, Murnane, Keller & Trombley, PLLC will represent the district.

Mary LaValley Blaine, School Business Executive reported on the following:

- The acceptance of two grants are on tonight's agenda.
- The ST3 has been completed and filed with the State.
- Recently attended the School Business Leadership Academy in Albany and had in-depth training on HR, Civil Service, teacher certification, etc.
- Rapping up Phase II of the EXCEL Project and asking to spend the remaining funds for technology.
- The district will have to increase the tax certiorari for the Level 3 Communication claim. The amount will be brought to the next board meeting.

Bradley Cech, Ex-Officio, Student Board Member reported on the following:

- The athletic teams accomplishments are as follows:
 - Boys Soccer - CVAC and Section 7 Champions
 - Gymnastics - CVAC and Section 7 Champions

- Volleyball - CVAC and Section 7 Champions
- Cross Country - Section 7 Champions
- Football - Section 7 Champions
- There is a big demand for an Indoor Track team with 30+ students signing up.
- The AP Literature class went to Plattsburgh State for a tour and watched a play.
- The counselors administered the PSAT test.
- The music department has students participating in the NYSSMA Area 6 All-State: 6 students selected for the Concert Band, 2 students selected for the Jazz Ensemble, 6 students selected for the Mixed Chorus, 4 students selected for the Women's Chorus and one student selected to participate in the NYS Band Director's Association Honor Jazz Ensemble.
- Emergency Go Home drill is scheduled for 11/25/13 at 2:00 p.m.
- Activity period begins tomorrow - 1st period.
- The high school drama club is back.
- The National Honor Society dressed in Halloween costumes and raised money for Medicine Horse.
- Last day before the December break will be a fun day.
- Harvard U.N. will be attending the Boston Conference.
- 1st quarter is over.

Committee Reports

Operations Committee

Michael Hagadorn reported on the following from the Operations Committee held on 10/22/13.

- EXCEL Project is finishing up which came in under budget. Approximately \$600,000 will be allocated to other areas – technology. Part of this will allow the district to go wireless. The first stage is setting up the hardware.
- Natural Gas – NYSEG is talking with the Public Service Commission. Projection is maybe February to bring main line to Cumberland Head. The main campus is behind because CH already had the franchise a few years ago.
- Transportation Study – potential to save money for district.
- Energy Performance Audit – Johnson's Control look at energy as a whole and make recommendations. They guarantee savings. The district will also look at Siems for the same thing.

Policy Committee

Andrew Brockway updated the Board on the Policy Committee:

- Still working on the honor grade policy
- The Technology Coordinator represented on the school admissions policy. The Board will rescind policy #6254 based on this.
- The committee has reviewed 30 of the 42 policies with 23 needing a more extensive review. The nine most crucial policies will be brought to the November and December board meeting.

Audit Committee

Ed Marin stated the committee reviewed the audit report and financial reports.

Minutes

It was moved by April Bingel, seconded by Michael Hagadorn and unanimously carried, that upon recommendation of the Superintendent of Schools, the Board of Education approves the following resolutions on this consent agenda:

Consent Agenda - Minutes

Board of Education Meetings	Committee Meetings
10/08/13	10/11/13 Policy
10/17/13	10/22/13 Operations
10/22/13	

CSE Recommendations

It was moved by Andrew Brockway, seconded by Leonard King and unanimously carried, that upon recommendation of the Superintendent of Schools, the Board of Education approves the following resolutions on this consent agenda:

Consent Agenda – CSE & CPSE Recommendations

Approval of CSE & CPSE recommendations dated 11/12/13.

It was moved by Leonard King, seconded by Pauline Stone and unanimously carried, that upon recommendation of the Superintendent of Schools, the Board of Education approves the following resolutions on this consent agenda:

Personnel

Consent Agenda - Resignation

Resignations

Approve resignation for:

*O’Connell, Louise
Smith, Tammy*

Name	Position	Effective Date
O’Connell, Louise	Teacher Aide/Student Aide	11/4/13
Smith, Tammy	Teacher Aide/Student Aide	11/4/13

Consent Agenda - Appointments

Approve the following *permanent Civil Service* appointment as indicated:

*Permanent Civil Service
Appointment
Arno, Matthew*

Name	Civil Service Title	Probationary Period	Initial Board Meeting	Permanent Date
Arno, Matthew	Building Maintenance Mechanic	11/15/12 – 11/14/13	10/30/12	11/15/13

Approve the following *substitute* appointments beginning on the date indicated:

Substitutes

Name	Type	Effective Date
Guirguis, Michelle	Instructional	11/18/13
Giroux-Lafave, Theresa	Instructional	11/18/13

Approve the following *temporary on-call* appointments beginning on the date indicated:

Temporary On-Call

Name	Type	Effective Date
Ko, Susan	Non-Instructional	11/18/13
Hayes, Jennifer	Non-Instructional	10/25/13
Brothers, Cindy	Non-Instructional	11/18/13

Approves the following individuals as Lead Evaluators effective the 2013-2014 school year:

Lead Evaluators

Daniel Mannix, Superintendent of Schools
 Olga Nelly Collazo, Principal
 Amy Campbell, Principal
 Garth Frechette, Principal
 Elaine Dixon-Cross, Principal
 Joha Battin, Assistant Principal
 Brittany Trybendis, Assistant Principal
 LeeAnn Short, Director of Special Services

Altamont Psychological Associates

Approves Altamont Psychological Associates, 1105 Maple Ave., Altamont, NY 12009 for the purpose of evaluating a student who is being considered for special education service at a cost not to exceed \$5,000.

Contract with Signet Educational Veritas Tutors

Approve the contract with Signet Educational Veritas Tutors to provide tutoring services for a special education student at the rate of \$85 per hour up to five (5) hours per week while hospitalized in Massachusetts effective 10/24/13.

Temporary On-Call Recreation Assistants

Appoints the following individuals as *Temporary On-Call Recreation Assistants* (scoreboard operators & clock keepers) for the 2013-2014 school year at \$15.00 per game:

Pelkey, Thomas
 Pelkey, Brennen
 Myers, Tyler
 Villa, Matthew
 Bacon, Jr., Craig
 Southwick, Michael

Winter Athletic Appointments

Approves the following winter athletic appointments for the 2013-2014 season:

Assignment	Total		Participation
	Salary Subject to New Contract		
Indoor Track – Head Coach	Hastings, Andy	Per Contract	Based on 0 – 25 Athletes
Indoor Track – Assistant Coach	Phillips, Gary	\$1,030	Based on 25 – 35 Athletes
Indoor Track – Head Coach (Boys)	Hasting, Andy	Per Contract	Based on 35+ Athletes
Indoor Track – Head Coach (Girls)	Phillips, Gary	Per Contract	Based on 35+ Athletes

Rescind Appointment
Ero-O'Neil, Barbie

Rescinds the appointment of Barbie Ero-O'Neil as a school monitor (cafeteria) from the board meeting of 10/8/13.

Contract with
Stafford, Piller,
Murnane, Keller &
Trombley, PLLC

Authorizes the Superintendent of Schools to enter into a contract with the firm of Stafford, Piller, Murnane, Keller & Trombley, PLLC to represent its interests in the matter of Level 3 Communications, LLC vs. the Beekmantown Central School District. The hourly rate for the engagement will be \$165.00 per hour for attorneys, and \$65.00 per hour for paralegals.

Approval to amend
PreK-12 Textbooks &
Supplementary Reading
List

Miscellaneous

It was moved by April Bingel, seconded by Andrew Brockway and called, that upon approval of the Superintendent of Schools, the Board of Education authorizes the Superintendent to amend, as needed, the approved PreK-12 Textbooks & Supplementary Reading List to allow for alignment to the Common Core Learning Standards and/or the NYS Modules. The Superintendent will notify the Board of Education through direct correspondence of any said amendments.

Approval of Local
Assistance Plan (LAP)

It was moved by Pauline Stone, seconded by Leonard King and carried, that upon recommendation of the Superintendent of Schools, the Board of Education adopts the Local Assistance Plan (LAP) for Cumberland Head Elementary School and Beekmantown Elementary School dated 11/5/13.

It was moved by April Bingel, seconded by Michael Hagadorn and carried, that the Superintendent of Schools recommends to the Board of Education the approval of the following resolutions on this consent agenda:

Policies

Policies

Approves the following policies:

<u>Name</u>	<u>Policy #</u>
Broadcasting and Taping of Board Meeting	2382(Revised)
Instructional Goals	4000 (Revised)
Individualized Education Program Diplomas	4773 (Revised)
School Admissions	5150 (Revised)
School Admissions Regulation	5150-R (Revised)

Rescinds policy #6254 *Non-Resident Tuition*.

Financial

It was moved by April Bingel, seconded by Ed Marin and roll-call voted that upon recommendation of the Superintendent of Schools, the Board of Education approves the following resolutions on this consent agenda:

Grant Acceptance

Resolved, that the Superintendent of Schools recommends to the Board of Education to accept the following grants for the 2013-2014 school year:

<u>Title</u>	<u>Amount</u>
Race to the Top (Last year of grant)	\$ 81,318
Title I A & D Academic Improvement Program	\$349,773

Authorize remaining EXCEL Funds for Technology

Resolved, that the Superintendent of Schools recommends to the Board of Education to utilize the remaining EXCEL funds for technology as authorized by the Superintendent.

Approval of Student Transportation Study

Resolved, that the Superintendent of Schools recommends to the Board of Education to approve the Student Transportation Efficiency Study dated 10/15/13 in the amount of \$11,850 with Transportation Advisory Services.

Budget Transfers

Resolved, that the Superintendent of Schools recommends to the Board of Education to approve the following transfers over \$5,000:

To reassign budget costs to cover Transportation Study analysis
 From: A2110.490.00.00 BOCES
 To: A5510.400.00.00 Transportation Contractual
 Amount: \$11,850.00

Acceptance of 2012-2013 Audit Report

Resolved, that the Audit Committee recommends to the Board of Education to accept the Audit report prepared by Conroy, Boulrice, Telling & Trombley, PC for the 2012-2013 school year.

Acceptance of Financial Reports

Resolved, that the Board of Education accepts the following reports as presented by the Audit Committee:

- Appropriation Status Report – (June, July, August & September)
- Treasurer’s Revenue Report – (June, July, August & September)
- Treasurer’s Monthly Cash Report – (June, July, August & September)
- Trial Balance – (June, July, August & September)
- Extra-Curricular – (July, August & September)

Resolved, that the Board of Education acknowledges receipt of the Warrant Report for July, August, September 2013.

Resolved, that the Board of Education acknowledges receipt of the Budget Transfer Report for June, July, August, September 2013 and Due To & Due From Report as of June 2013.

Approval of Tax
Collector's Reports

Resolved, that the Superintendent of Schools recommends to the Board of Education to approve the tax collector's reports from the Town of Plattsburgh and from the Towns of Altona, Beekmantown & Chazy and also certification of school relevely report in the amount of **\$797,135.70** and that said relevely report be returned to Clinton County by 11/18/13 so that tax may be relevelied as certified by the tax collectors.

The roll-call vote was as follows:

- | | | |
|---|--|---|
| <input type="checkbox"/> Eric Anderson | <input type="checkbox"/> Cathy Buckley | <input checked="" type="checkbox"/> Ed Marin |
| <input checked="" type="checkbox"/> April Bingel | <input checked="" type="checkbox"/> Michael Hagadorn | <input checked="" type="checkbox"/> Debbie Passno |
| <input checked="" type="checkbox"/> Andrew Brockway | <input checked="" type="checkbox"/> Leonard King | <input checked="" type="checkbox"/> Pauline Stone |

Additional Items to Discuss

Board Retreat

- Reminder – Board Retreat 11/19/13 @ 5:00 pm

The Board President reminded the Board of the Board Retreat scheduled for 11/19/13.

Reconvene Committee
for K-2/3-5 Study

- Reconvene Committee for K-2/3-5 (April Bingel, Cathy Buckley & Pauline Stone)

The Superintendent submitted the dates of 11/19/13 or 11/25/13 as the date to reconvene the committee for the K-2/3-5 Study.

Reconvene Safety
Committee

- Reconvene Safety Committee (April Bingel & Leonard King)

The Safety Committee will be reconvened for the 2013-2014 school year.

Reconvene PDP
Committee

- Reconvene Professional Development Committee (Cathy Buckley & Ed Marin)

The Professional Development Committee will meet either 12/2/13 or 12/4/13 at 3:45 p.m.

Adoption of
2014-2015
Budget Calendar

- 2014-2015 Budget Calendar

It was moved by April Bingel, seconded by Ed Marin and carried, that the following 2014-2015 Budget Calendar be and is hereby adopted.

2014-2015 Budget Calendar

November 12, 2013

- Board of Education approves the Budget Calendar

November 2013 – January 2014

- Administration reviews and develops current and projected: Enrollment, Staffing, and Budget Assumptions

December

- Multi-Year Finance Plan is updated by the governing team
- Budget Advisory Committee Meeting

December 10, 2013

- Presentation: CSE/CPSE Mandates, Trends, & Projections

January 2014

- Budget Advisory Committee Meeting

January 14, 2014

- Board examines the multi-year finance plan

- Public Session - Input from public on budget
- Discussion of prospective NYS Aid and Federal Aid Proposals
- The Board receives an interim report on the budget development process to date, and discusses prospective tax cap, positions, and proposals associated with State Aid.
- Preliminary Tax Cap Limit calculation for discussion

*January 28, 2014 (1st Budget Workshop)

- The Superintendent and Board discuss the budget development progress, and any/all areas in the budget that may be affected to reach the guidelines.
- Board establishes the spending and fund balance guidelines to be used by the Superintendent in development of a proposed budget.
- Administration presents preliminary forecast in the areas of: Enrollment, Scheduling, Buildings & Grounds, Transportation, Staffing, and Fund Balance Projections.
- The Superintendent presents a progress report on the budget development including potential areas affected to meet the guidelines.

February 2014

- Budget Advisory Committee Meeting

February 11, 2014

- Review Transportation Study
- K-2/3-5 Consolidation Recommendation

*February 25, 2014 (2nd Budget Workshop)

- Superintendent presents Budget progress report to Board of Education
- Property Tax Cap calculation is established for the simple majority vote amount

March 1, 2014

- Tax Levy limit calculation sent to the State Comptroller, Commissioner of Education & Commissioner of Taxation & Finance
- Board exams draft contingency (adversity) budget and growth budget

March 11, 2014

- Superintendent provides Budget progress and Budget Revenue Forecast updates
- Board examines draft 'adversity' budget
- Board examines draft 'growth' budget

Week of March 24, 2014 – April 4, 2014

- Public Presentation at Cumberland Head Elementary School, Treadwells Mills, American Legion, and Main Campus Auditorium

April 8, 2014

- Budget Update on April 1st NYS Legislative Aid Revenue Results

*April 22, 2014

- Budget survey document completed
- Board of Education adopts proposed spending plan for voter consideration on May 20, 2014

April 26, 2014

- Report Card sent to SED

May 6, 2014

- *Detailed Proposed Budget* available and will be mailed to residents upon request and e-mailed to BCSD subscriber list

May 13, 2014

Location: Auditorium

Time: 7:00 p.m.

- Budget Hearing

May 14, 2014

- Deadline for mailing Budget Notice

May 16, 2014

- Set-up and inspection of election machines

May 20, 2014

Location: Beekmantown HS (*Front Gym*)

Time: 11:00 a.m. - 8:00 p.m.

- Annual Budget Vote
- Volunteer budget survey distributed

Voter registration: Registration will take place at the District Office, 197 Haynes Road between the hours of 7:30 a.m. to 4:00 p.m.

Absentee Ballots: Deadline to return absentee ballot is May 20, 2014 by 5:00 pm.

** Special Board Meeting*

- *BCSD Organizational Chart*

**Adoption of BCSD
Organizational Chart**

The Superintendent presented a revised Organizational Chart of the district which shows three supervisors reporting to the School Business Executive in phases: Transportation Department on 1/1/14, Buildings & Grounds on 7/1/14, and the School Lunch Manager on 9/1/14. It was moved by Andrew Brockway, seconded by Pauline Stone and carried, that upon recommendation of the Superintendent of Schools, the Board of Education adopt the Beekmantown Central School District Supervisory Organizational Chart revised 11/12/13.

Public Comment

Public Comment

Holly Sims thanked the Board for the Local Assistance Plan (LAP) presentation this evening. She hoped the Board would have more presentations like this in the future.

Clerk Pro-Tem

Clerk Pro-Tem

It was moved by April Bingel, seconded by Ed Marin and carried, that the Board of Education appoint Debbie Passno as Clerk Pro-tem for this meeting.

Joanne Menard
District Clerk

Executive Session
(to discuss collective bargaining negotiations with the BSSA and BTA and discuss a particular person(s) employment history)

Executive Session

It was moved by Andrew Brockway, seconded by Michael Hagadorn and carried, that the Board enter executive session to discuss collective bargaining negotiations with the Beekmantown Support Staff and the Beekmantown Teachers' Association and to discuss a particular person(s) employment history. Time 7:49 p.m.

It was moved by Ed Marin, seconded by Andrew Brockway and carried, that the Board return to regular session. Time 8:32 p.m.

Adjournment

Adjournment

It was moved by Leonard King, seconded by Michael Hagadorn and unanimously carried, that the meeting be adjourned. Time 8:32 p.m.

Debbie Passno
Clerk Pro-tem