

Minutes of the Regular Board of Education Meeting  
May 21, 2012

The Webutuck Board of Education held their May 21, 2012 meeting at 7:30 p.m. in the Webutuck High School Library.

The following Board members were present:

Dale Culver, President

Joanne Boyd

William McGhee

Judy Moran

Kristen Panzer

John Perotti

Robert Trotta

Also Present:

James Gratto Jr., Superintendent

Mary Grden, School Business Manager

Therese Trotter, District Clerk

Kenneth Sauer, WHS Principal

Jay Curtis, EBIS Principal

Kay McEnroe, WES Principal

Brian Christofel, Student Representative

Faculty and Staff

Community Members

**1. CALL TO ORDER**

President Culver called the business meeting of May 21, 2012 to order at 7:37 p.m.

**VOLUNTEER RECOGNITION NIGHT 7:30-7:50pm**

Mr. Gratto explained that the Board of Education suggested the idea of a Volunteer Recognition Night to recognize those individuals that support the School District throughout the year by volunteering. Each principal spoke about the volunteers in their building. Gazella Lejeune was recognized and thanked for her years of service as webmaster for the District website. Coffee, cake and cookies were enjoyed before the meeting resumed. President Culver thanked all of the volunteers that have helped through the year.

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**2. PRESENTATIONS**

Safety Plan – Needham Risk Management – M. Needham

Mr. Needham explained the process of developing the Safety Plan. He noted that there is a District Safety Team made up of administrators, faculty and staff that worked together to create the Safety Plan which is a public document. At each building level there is also a Safety Team which developed a Safety Plan pertaining to that building. The Board will have the final approval of the District Safety Plan. It will then be submitted to State Education Department for approval. Mr. Needham stressed that Safety Plans have to be in compliance with the Commissioner of Education requirements. Training has taken place with employees and administrators. Mr. Trotta questioned Mr. Needham if the District plans are coordinated with the local towns that have to have a safety plan also. Mr. Needham stated that it is required by State law that the plans are integrated between towns and schools. Mr. Needham stated that Millerton is in the process of creating the plan but he did not know if Amenia had one. President Culver suggested the District reach out to the towns to coordinate Safety Plans. The lack of a generator for the District was a concern with Board members. It was suggested that discussion take place at the next Facility Committee meeting about evaluating the switching gear and pricing out a double throw switch which is necessary to hook up a generator. Discussion ensued.

**Instructional Council Proposals:**

Summer Program – H. Pollinger

Mr. Pollinger outlined the summer programs that the Instructional Council is proposing. The programs would run July 17 to August 15 for three and a half hours with transportation to be provided. He noted that students would have to provide their own transportation on August 16 and 17 for the Credit Recovery/Regents Review final testing. Mr. Pollinger explained that cost is dependent on student enrollment. Ms. Moran questioned how successful the Credit Recovery/Regents Review was last year. The success rate was between 60-65%. Board members had questions about the cost of the programs. Mr. Pollinger stated that corrections were recently made to the document, the cost being one of them. Mr. Gratto will include the most up to date version in the next Board packet. President Culver asked that Mr. Pollinger report back to the Board on the success of the programs. Discussion ensued.

K-6 Social Studies Program – K. Kleespies, M. Brizzie

Ms. Brizzie spoke about the proposed integrated Social Studies and ELA Program for Grades K-6. She stressed that it is a Social Studies program based on the ELA Core Curriculum. It has Social Studies, Science, and Technology written into it. This program fits nicely into a need that Webutuck has; helping to align the K-6 program. She commented that this would be a positive piece for the District to add in this new area of Common Core Standards. Mrs. Brizzie also stated that it is a critical time to align the program and what they need to teach. It was noted the cost would be \$2,500 for a yearly subscription. Mrs. Boyd would like an update about the program during the year. Discussion ensued.

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Social Studies and Music Electives – K. Sauer

Mr. Sauer spoke about the two music course proposals which have been offered in past years. Mr. Stowe, as an accomplished musician, looks forward to teaching the Vocal Jazz Ensemble and Music History course for the 2012-2013 school year. Mr. Sauer explained that Mr. Kleespies is seeking approval to teach a Documentary Film Making course. He noted the course outline and objectives that was provided to the Board. Ms. Moran and Mrs. Panzer had several comments concerning the course such as what technology equipment there is to support offering the course, number of students taking the course, and if there is a prerequisite for the course, etc. Ms. Panzer suggested running a pilot program with a smaller number of students. Board members are excited about the course however they would like it well thought out. Discussion ensued.

Spanish Text Book Proposal – J. Curtis

Mr. Curtis stated the current textbook the District uses was published in 2003 and is outdated. The new textbook has an online component that students can access at home. Mrs. Martin likes this textbook because it has Smartboard lessons and it has more cooperative learning based on the workbook which the current textbook does not have. It is geared more towards the beginner learner. Discussion ensued.

Scholastic Competition – Mr. Curtis announced that the students at Eugene Brooks Intermediate School had four Honorable Mentions in the Scholastic Competition for the book they wrote titled Adventures in the Sea. The competition awarded only twenty-five Honorable Mentions nationwide. The students were Hannah Lounsbury, Skylar Mahaffey, Stone Scasso, Samantha Wolfe, and Nate Woolley. Copies will be made for each winner and the library. Discussion ensued.

**4. PUBLIC COMMENT**

The following topics were commented on by the public:  
-technology aspect of the documentary film course

**5. STUDENT REPORT**

Brian Christofel

Mr. Christofel reported that AP testing was finished and State testing had begun by grade level. The High School and Middle School concerts have taken place and went well. The Elementary concert will take place on June 6. He reported that the Senior Ball took place Friday and was held in the court yard. Everyone enjoyed themselves. He stated Junior Prom is coming up as well as the Senior Trip and the High School had a speaker come in to speak to students about drunk driving.

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**6. CONSENSUS AGENDA VOTE**

Mr. Perotti made and Mrs. Boyd seconded the following motion to approve the Consent Agenda (as amended). The amendment by Ms. Moran called for removing A under Business & Operations for further discussion. A consent agenda is a single vote, which approves all asterisked items. Board policy (#008a) prohibits discussion of consent agenda items. Asterisked\* items can be pulled from the consent agenda for discussion by any one Board member.

Ayes 7      Nays 0      The motion carried.

**7. DISTRICT CLERK'S REPORT**

**\*A.** Acceptance of Financial Reports as submitted:

Mr. Perotti made and Mrs. Boyd seconded a motion to accept the Financial Reports as submitted:

Treasurers Report for the month ending April.

Comprehensive Budget Status Report ending April.

Comprehensive Revenue Status Report ending April.

Warrants 55-60

Ayes 7      Nays 0      The motion carried.

C. Delegations - None

**8. PERSONNEL**

**\*A. Substitute Instructional Appointment**

Mr. Perotti made and Mrs. Boyd seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED that the Board of Education hereby approves the following substitute instructional appointment:

Allyson Molloy

Substitute Teacher

Effective: May 22, 2012

Salary: \$90/day

Ayes 7      Nays 0      The motion carried.

**\*B. Support Staff Resignations**

Mr. Perotti made and Mrs. Boyd seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED, that the Board of Education hereby accepts the following support staff resignations:

Brenda Jackson

Bus Driver

Effective: May 11, 2012

Melissa Carr

Bus Driver

Effective: May 18, 2012

Louis Wilcox

Bus Driver

Effective: June 1, 2012

Wayne Sprossel

Bus Driver

Effective: June 1, 2012

Ayes 7      Nays 0      The motion carried.

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**\*C. Abolishment of Support Staff Positions**

Mr. Perotti made and Mrs. Boyd seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED, that the Board of Education of the Webutuck Central District hereby abolishes the following positions:

(.5 FTE) <i>Bus Mechanic Helper</i>	May 22, 2012
(.5 FTE) <i>Part-Time Permanent Bus Driver</i>	May 22, 2012
Ayes 7      Nays 0	The motion carried.

**\*D. Creation of Support Staff Positions**

Mr. Perotti made and Mrs. Boyd seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED, that the Board of Education of the Webutuck Central School District hereby approves the creation of the following positions:

(.5 FTE) <i>Bus Mechanic</i>	May 22, 2012
(1.0 FTE), 12 month <i>Typist</i>	July 1, 2012
Ayes 7      Nays 0	The motion carried.

**\*E. Abolishment of Instructional Position**

Mr. Perotti made and Mrs. Boyd seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED, that the Board of Education of the Webutuck Central District hereby abolishes the following instructional positions:

(1.0 FTE) Secondary Social Studies	June 30, 2012
(1.0 FTE) Secondary Earth Science	June 30, 2012
Ayes 7      Nays 0	The motion carried.

**\*F. Creation of Instructional Positions**

Mr. Perotti made and Mrs. Boyd seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED, that the Board of Education of the Webutuck Central School District hereby approves the creation of the following instructional position:

(1.0 FTE) Secondary English	July 1, 2012
Ayes 7      Nays 0	The motion carried.

**\*G. Approval of Tenure Recommendations for Teaching Assistant**

Mr. Perotti made and Mrs. Boyd seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED, that the Board of Education does hereby appoint the following Teaching Assistant to tenure, effective September 21, 2012.

Teaching Assistant	Tenure Area	Effective Date
Caitlin Brennan	Teaching Assistant	September 21, 2012
Ayes 7      Nays 0	The motion carried.	

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**9. SUPERINTENDENT'S REPORT**

**A. 2012-2013 Mid Hudson School Study Council (MHSSC)**

Mr. Gratto pointed out that the Mid Hudson School Study Council invoice is up for renewal at a cost of \$814 for the year. Mr. Gratto finds the information MHSSC provides very useful and recommends the renewal. Board members were in agreement with the renewal. Discussion ensued.

**B. APPR Plan for Administrators**

Mr. Gratto stated that a draft copy of the Principal's APPR Plan was in Board packets this week. Administrators will be coming with their Union representative to meet with the Negotiations Committee.

C. Mr. Gratto reminded the Board of the May 30 Special Board meeting. He also commented about the school newspaper being online. The Substitute English teacher who is teaching the journalism course has resurrected the paper and would like the Board to approve it being posted online. Mr. Gratto stated that there is a concern about students being able to comment on the articles online; however, the teacher has the ability to monitor comments if they are inappropriate before being posted. Ms. Moran had several questions about how this came about so quickly. Other questions included what happens in the Journalism class and planning for next year's class. Mrs. Riley, Guidance secretary, stated the class is called Yearbook/Journalism and explained the past history of the course. The paper has appeared online in the past. The reporter from the Millerton News, Kayla Smith stated the teacher has reached out to them and asked if they would come to the class and talk about writing, publishing and reporting for a newspaper. Discussion ensued.

D. Mr. Gratto stated there were 128 surveys filled out on the day of the budget vote. He will work on them in the coming week.

**10. CURRICULUM AND INSTRUCTION**

**A. SAT Prep Class**

Mr. Gratto stated the Board should make a decision if the District wants to offer a fall and spring SAT course. Mr. Pollinger has put forth a proposal for next year. If students cannot pay for the course the District will support them; there were no students identified last year that asked for help. Mr. Trotta would like to know who the students do on the SATs in the future. Discussion ensued.

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**11. BUSINESS AND OPERATIONS**

**A. Approval of Budget Transfer Schedule**

This item was removed from consent agenda.

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED, that the Board of Education approves the attached budget transfer schedule #19 over five thousand dollars (\$5,000) per Board resolution dated 7/5/11.

Ms. Moran made and Mr. Perotti seconded the motion:

Mrs. Moran commented that in the future she would like to see what transfers are for.

Ayes 7      Nays 0      The motion carried.

**\*B. Approval of Surplus Equipment**

Mr. Perotti made and Mrs. Boyd seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED, that the Board of Education approves the attached list of athletic uniforms and technology equipment to be declared surplus and authorizes their sale through public bid FURTHERMORE, the Board of Education authorizes the sale through public bid of Bus number 90 and 95 with a minimum bid of \$3000 (previously declared surplus with minimum of \$5000) (see attached).

Ayes 7      Nays 0      The motion carried.

**\*C. Acceptance of Internal Audit Reports**

Mr. Perotti made and Mrs. Boyd seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED that the Board of Education hereby accepts the two Internal Audit Reports dated June 30, 2011 and April 2, 2012.

Ayes 7      Nays 0      The motion carried.

**\*D. Approval of Agreement with CBIZ**

Mr. Perotti made and Mrs. Boyd seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED that the Board of Education hereby approves the Agreement with CBIZ for electronic Update Service for Fixed Asset Inventory.

Ayes 7      Nays 0      The motion carried.

**\*E. Approval of Occupational Therapy (OT) and Physical Therapy (PT) Agreements**

Mr. Perotti made and Mrs. Boyd seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED that the Board of Education hereby approves the OT and PT Agreement with OT/PT/SLP Services PLLC for the 2012-2013 school year.

Ayes 7      Nays 0      The motion carried.

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**12. BOARD OF EDUCATION**

**A. Committee Report – Finance Committee**

President Culver stated at the Finance Committee meeting discussion took place about the cafeteria's cost and structure and also about buses not sold in the last surplus.

Mr. Trotta spoke about visiting the last Student Council meeting and students not being happy with the cafeteria. They would like a salad bar and fruit bar. Mrs. Panzer questioned what the structure is for Mr. Trotta to go forward with helping to improve the food offered through the cafeteria? It was suggested that this discussion continue in executive session. Discussion ensued.

**Policy Committee**

Mrs. Boyd stated they continue to meet weekly. It will be finished by the end of June. Discussion ensued.

**B. First Reading of Policy Series #5000 (Students)**

First reading of Policy Series #5000 was noted.

**C. Acceptance of Vote Results**

Mr. Perotti made and Ms. Moran seconded the following motion:

BE IT RESOLVED, the Webutuck Board of Education accepts the following vote results from the May 15, 2012 vote: 2012-2013 School Budget Vote, Transportation Vehicle Purchase Vote and Board Member Vote as follows:

**PROPOSITION I: 2012-2013 SCHOOL BUDGET**

Shall the 2012-13 Budget in the amount of \$20,115,852 adopted by the Board of Education with anticipated revenue exclusive of taxes in the amount of \$7,757,796 and the amount to be raised through taxes of \$12,358,056 be approved?

**VOTE RESULTS:**  
**PROPOSITION I**

YES	257
NO	82
TOTAL VOTES	339



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**PROPOSITION II: 2012-2013 TRANSPORTATION VEHICLE PURCHASE**

Shall the Board of Education of the Webutuck Central School District be authorized to: (a) acquire school buses at a maximum aggregate cost of \$191,263; (b) expend such sums for such purpose; (c) expend from the Bus Purchase Reserve Fund an amount not to exceed \$128,987 for such purpose; (d) levy the necessary tax therefore, to be levied and collected in such amounts as may be determined by the Board of Education taking into account state aid received and amounts disbursed from the reserve fund; and (e) in anticipation of the collection of such tax, to issue bonds and notes of the District at one time or from time to time in the principal amount not to exceed \$191,263, and to levy a tax to pay the interest on such obligations when due?

**VOTE RESULTS:**

**PROPOSITION II**

YES	179
NO	121
TOTAL VOTES	300

**VOTE RESULTS FOR TWO BOARD OF EDUCATION MEMBER SEATS**  
**MAY 15, 2012**

**BOARD MEMBERS**

Judy Westfall	233
John Perotti	170
Dale Culver	132
Ayes 7	Nays 0

The motion carried.

C. Mr. Perotti commented that Millerton Library has received a donation of all the yearbooks from Millerton and Amenia schools. Mr. Perotti stated the history was interesting. Anyone can ask to see them.

Mrs. Boyd stated that after the vote she heard from several people that Mr. Perotti did not live in the District any longer. Mrs. Boyd stated she had spoken to Dale and spoke to Mr. Perotti and it is not the case, Mr. Perotti does still live in the District.

**PUBLIC COMMENT**

There were not comments from the public.

**EXECUTIVE SESSION**

Mr. McGhee made and Ms. Panzer seconded a motion to adjourn to executive session at 9:49 pm for the purpose of discussing the employment history of a particular person or persons.

Ayes 7      Nays 0      The motion carried.

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**RECONVENE PUBLIC SESSION**

Mr. Perotti made and Mrs. Boyd seconded a motion to adjourn the executive session and to reconvene the public session at 11:26 pm.

Ayes 7      Nays 0      The motion carried.

Upon the recommendation of the Superintendent, BE IT RESOLVED that the Board of Education hereby accepts the District Safety Plan as presented by Michael Needham of Needham Risk Management.

Ayes 7      Nays 0      The motion carried.

**ADJOURNMENT**

There being no further business, Mrs. Boyd made and Mr. Perotti seconded a motion to adjourn the meeting of May 21, 2012 at 11:28 pm.

Ayes 7      Nays 0      The motion carried.

Respectfully submitted,

Therese M. Trotter  
District Clerk