

Webutuck Board of Education held the October 19, 2009 meeting at 7:30 p.m. in the Webutuck High School Library.

The following Board members were present:

Dale Culver, President

Joseph Matteo

Andrew Jablonsky

William McGhee

John Perotti

Also Present:

David Paciencia, Superintendent

Therese Trotter, District Clerk

Linda Peters, School Business Administrator

Absent:

Joseph Herald

Susan Lounsbury

### **CALL TO ORDER**

President Culver called the business meeting of October 19, 2009 to order at 7:38 p.m.

### **PUBLIC COMMENT**

The following topics were commented on by audience members:

Auction of Equipment on Community Day

Bus Monitor

### **EXECUTIVE SESSION**

Joe Matteo made and Mr. McGhee seconded a motion to adjourn to executive session at 8:45 pm for the purpose of discussing a student issue. The parent was invited into the executive session.

Ayes 5      Nays 0      The motion carried.

### **RECONVENE PUBLIC SESSION**

Mr. McGhee made and Mr. Perotti seconded a motion to adjourn the executive session and to reconvene the public session at 8:50 pm.

Ayes 5      Nays 0      The motion carried.

### **PRESENTATION: Victor Churchill (Sickler, Churchill, Torchia and Allen)**

#### **Audit Findings**

Drafts of the Audit were distributed to the Board members. Mr. Churchill briefly highlighted what was stated in the audit. Mr. Churchill stated that the auditor's opinion was that this was a clean audit. New for the audit year was GASB compliance language for our District that requires financial statement disclosures of those obligations that were similar to a commercial reporting mechanism. All municipalities must now report this. Mr. Churchill was asked to bring to the Board's attention that the lunch fund activity

historically has had a negative fund balance. The deficit was reduced significantly due to the District focusing on debt reduction and tightening up procedures. It was determined that this is not unusual for a district this size. It is very difficult to operate lunch funds without support from the general fund.

Mr. Churchill stated that a district can carry up to a 4% fund balance. He went on to say currently, Webutuck has a 3.5% fund balance. Discussion ensued.

### **PRESENTATION: Silo Ridge Donation**

The Board President thanked Silo Ridge for their monetary donation for college visits. They have already given the high school the check to the District.

### **DISCUSSION**

#### **1. Track Bid**

The Board President explained that back when the original capital project was being done, there was an upgrade to the coating of the track, and it was approximately a \$17,000 upgrade. The thought behind the upgrade was suppose to extend the life of the track, and it was suppose to eliminate one full cycle of coating in what they projected was a 30 year life of the track. The Board President and Board members questioned why there has to be a coating at this point in time when the District upgraded to avoid this scenario. Doug Stone explained the history of his company, Copeland Coating Company, and the number of tracks that they have laid at different sites. Their company is the oldest track laying company in the Country today. He explained the process of laying a track and spoke about the track system that was laid back in 2000 at Webutuck School. The American Sports Builders Association, which is the governing body of running tracks, states anything over a five year period of time is the timeline that you should look for in longevity that you should get in a structural spray, which is what is on the Webutuck track. Webutuck is going on its tenth year without having had to resurface the track, which is double the time that is standard for the longevity of a track system. The upkeep, the cost of the track as well as the timeline to resurface the track were also discussed. Discussion ensued.

#### **2. Organizational Chart**

The Superintendent reported that there was not an organization chart in the policy manual, and there should be one. He spoke about creating a Webutuck Organizational Chart in order to have a recognized chain of command. He stressed the importance of everyone knowing the chain of a command in a district. He spoke about the number of readings that are needed to approve a policy. There is a policy in place that says there only needs to be two readings (in some cases only one). The Board has the opportunity to approve this as a policy tonight. Discussion ensued.

#### **3. Security Camera Project**

The Superintendent displayed two maps for the Board of where the security cameras will be installed in both buildings on the main campus.

There was discussion on where cameras would be placed outside of the buildings; on top of the roof or on the wall of the building. It was thought that it would give a more

thorough sweep if it was installed on top of the building however, they might be cost prohibitive. There was further discussion on where other cameras in other areas will be installed. The Board President suggested giving the plans to Board member Mr. Herald because he is in the security business and he has an expert on staff to review and possibly give suggestions on other areas to place cameras. The District still has several cameras to use for future sites that deemed appropriate. Discussion ensued.

#### 4. EXCEL Bond Resolution

The Superintendent stated the Board approved the project a while ago however, now the Board needs to approve the money that the District will spend at this time. The bond will be set up with Fiscal Advisors and the amount not to exceed \$705,000. The Board President asked if the net cost to the District is zero. The School Business Administrator stated that was correct. It was pointed out that the roof is still included in the resolution because that is how the original resolution was written. The bond states the District can spend up to 705,000. Discussion ensued.

#### 5. Financial Status Report – Preliminary Budget Discussion

The Superintendent remarked about the Governor's proposal that in January the District might stand to lose \$330,305. He stated that the auditor said the District is in a solid fiscal state and that going into this kind of budget planning for next year is difficult for many districts. Discussion ensued.

### **CONSENT AGENDA VOTE**

Mr. Perotti made and Mr. Matteo seconded a motion to approve the consent agenda (as amended).

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.

(The amendment offered by the Superintendent to include the Clerk's Report as part of the consent agenda.)

Ayes 5      Nays 0      The motion carried.

### **CLERK'S REPORT**

#### **\*1. Acceptance of Financial Reports as Submitted**

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

Treasurer's Report for the month ending August.

Comprehensive Budget Status Report ending August.

Comprehensive Revenue Status Report ending August.

Warrants #14-19

Ayes 5      Nays 0      The motion carried.

#### 2. Delegations -None

#### 3. Non-Staff Communications -None

## **PERSONNEL**

### **\*1. Creation of Support Staff Position**

Mr. Perotti made and Mr. Matteo seconded the following motion:

BE IT RESOLVED, that the Board of Education hereby approves the creation of the position of a part-time (20 hrs/wk) *Business Office Clerk* for Webutuck Central Schools, as recommended by the Superintendent of Schools.

Ayes 5      Nays 0      The motion carried.

### **\*2. Support Staff Resignation**

Mr. Perotti made and Mr. Matteo seconded the following motion:

BE IT RESOLVED, that the Board of Education hereby accepts the following support staff resignation, as recommended by the Superintendent of Schools:

Marilyn Midwood

RPN/Teaching Assistant

Effective: October 27, 2009

Ayes 5      Nays 0      The motion carried.

### **\*3. Extra-Curricular Appointments for the 2009-2010 School Year**

Mr. Perotti made and Mr. Matteo seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED, that the Board of Education hereby approves the following Extra-Curricular appointments for the 2009-2010 school years:

Bonnie Parmalee

Co-Class Advisor 2013

Alyssa Barnes

Co-Class Advisor 2013

Christine Mathers

Class Advisor 2015

Peter Stofonowich

Varsity Boys Basketball

Ayes 5      Nays 0      The motion carried.

### **\*4. Appointment of Member of the Committee on Special Education and Pre-School Special Education**

Mr. Perotti made and Mr. Matteo seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED, that for the school year 2009-2010 the following individual shall be appointed to the positions as indicated and shall be authorized to act on the Board's behalf in said positions:

Alternates:

CSE Chairperson – Katy McEnroe

CPSE Chairperson – Katy McEnroe

Ayes 5      Nays 0      The motion carried.

### **\*5. Support Staff Substitute Appointment**

Mr. Perotti made and Mr. Matteo seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED, that the Board of Education hereby approves the following Support Staff appointments:

Raymond Duncan

Substitute Bus Driver

Effective: October 20, 2009

Ayes 5      Nays 0      The motion carried.

**\*6. Extra-Curricular Appointments for the 2009-2010 School Year**

Mr. Perotti made and Mr. Matteo seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED, that the Board of Education hereby approves the following Extra-Curricular appointments for the 2009-2010 school year:

**Mentee**

Anna Duffy

Kristen Chadwich

Ayes 5

Nays 0

**Mentor**

Patrick McKeever

Sherry Fisher

The motion carried.

**\*7. Approval of Leave of Absence**

Mr. Perotti made and Mr. Matteo seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED, that the Board of Education hereby approves the Leave of Absence for the following individual to fulfill her Master of Science for Teachers in Childhood (Gr. 1-6) Program.

Jacquelyn Woodruff

Teaching Assistant

Effective: January 25 – May 20, 2010

Ayes 5

Nays 0

The motion carried.

**BUSINESS AND OPERATIONS**

**1. Adoption of Bond Resolution**

Mr. Jablonsky made and Mr. Matteo seconded the following motion:

BOND RESOLUTION DATED OCTOBER 19, 2009 OF THE BOARD OF EDUCATION OF THE WEBUTUCK (NORTHEAST) CENTRAL SCHOOL DISTRICT AUTHORIZING NOT TO EXCEED \$705,000 AGGREGATE PRINCIPAL AMOUNT OF SERIAL GENERAL OBLIGATION BONDS TO FINANCE THE RENOVATION AND RECONSTRUCTION OF PORTIONS OF THE DISTRICT'S SCHOOL BUILDINGS AND REPLACEMENT OF THE ROOF AT MILLERTON ELEMENTARY SCHOOL AT AN ESTIMATED MAXIMUM COST OF \$705,000, LEVY OF TAX IN ANNUAL INSTALLMENTS IN PAYMENT THEREOF, THE EXPENDITURE OF SUCH SUM FOR SUCH PURPOSES, AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, the qualified voters of the Webutuck (Northeast) Central School District (the "District"), at a special meeting of such voters duly held on the 13<sup>th</sup> day of November, 2007, duly approved a proposition authorizing the issuance of serial general obligation bonds in an aggregate principal amount not to exceed \$705,000, to finance the renovation and reconstruction of portions of the District's school buildings and replacement of the roof at the Millerton Elementary School, including site work, and the acquisition of original furnishings, equipment, machinery, apparatus or appurtenances required for the purposes for which such renovated and reconstructed buildings are to be

used, the expenditure of such sum for such purposes, and the levy of the necessary tax therefor, to be levied upon the taxable property of the District and collected in annual installments as provided by Section 416 of the Education Law;

NOW THEREFOR, BE IT RESOLVED BY THIS BOARD OF EDUCATION AS FOLLOWS:

Section 1. The District shall renovate and reconstruct portions of the District's school buildings and replace the roof at the Millerton Elementary School, including site work, and acquire original furnishings, equipment, machinery or apparatus required for the purpose for which such renovated and reconstructed buildings are to be used, at a maximum cost of \$705,000, as more particularly described in Section 3 hereof, and as generally outlined to and considered by the voters of the District at the special District meeting held on November 13, 2007.

Section 2. The District is hereby authorized to issue its serial general obligation bonds (the "Bonds") in the aggregate principal amount of not to exceed \$705,000 pursuant to the Local Finance Law of New York, in order to finance the class of objects or purposes described herein.

Section 3. The class of objects or purposes to be financed pursuant to this Resolution (the "Purpose") is the renovation and reconstruction of portions of the District's school buildings and replacement of the roof at the Millerton Elementary School, including site work thereat, and the acquisition of original furnishings, equipment, machinery or apparatus required for the purpose for which such renovated and reconstructed buildings are to be used.

Section 4. It is hereby determined and declared that (a) the maximum cost of the Purpose, as estimated by the Board of Education, is \$705,000, (b) no money has heretofore been authorized to be applied to the payment of the cost of the Purpose, and (c) the District plans to finance the cost of the Purpose from funds received from the State of New York as building aid and EXCEL grants and funds raised by the issuance of the Bonds and bond anticipation notes hereinafter referred to.

Section 5. It is hereby determined that the Purpose is one of the class of objects or purposes described in Subdivision 97 of Paragraph a of Section 11.00 of the Local Finance Law, and that the period of probable usefulness of the Purpose is thirty (30) years.

Section 6. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the sale of the Bonds, including renewals of such notes, is hereby delegated to the President of the Board of Education, the chief fiscal officer. Such notes shall be of such terms, form and contents, and shall be sold in such manner, as may be prescribed by said President of the Board of Education, consistent with the provisions of the Local Finance Law.

Section 7. The power to further authorize the issuance of the Bonds and bond anticipation notes and to prescribe the terms, form and contents of the Bonds and bond anticipation notes, including the consolidation with other issues and the use of substantially

level or declining debt service, subject to the provisions of this Resolution and the Local Finance Law, and to sell and deliver the Bonds and bond anticipation notes, is hereby delegated to the President of the Board of Education. The President of the Board of Education is hereby authorized to sign and the District Clerk is hereby authorized to attest any Bonds and bond anticipation notes issued pursuant to this Resolution, and the District Clerk is hereby authorized to affix to such Bonds and bond anticipation notes the corporate seal of the District.

Section 8. The faith and credit of the District are hereby irrevocably pledged for the payment of the principal of and interest on such Bonds and bond anticipation notes as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such obligations becoming due and payable in such year. After taking into account all New York State EXCEL grants and building aid received by the District, there shall be levied annually on all taxable real property of the District, a tax sufficient to pay the principal of and interest on such obligations as the same become due and payable.

Section 9. This Resolution shall constitute the declaration of the District's "official intent" to reimburse expenditures authorized by Section 1 with proceeds of the Bonds and notes, as required by United States Treasury Regulation Section 1.150-2.

Section 10. This Resolution shall be published in full by the District Clerk together with a notice in substantially the form prescribed by Section 81.00 of said Local Finance Law, and such publication shall be in each official newspaper of the District. The validity of the Bonds or of any bond anticipation notes issued in anticipation of the sale of the Bonds may be contested only if such obligations are authorized for an object or purpose for which the District is not authorized to expend money, or the provisions of law which should be complied with at the date of publication of this Resolution are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of such publication; or if said obligations are authorized in violation of the provisions of the Constitution.

Section 11. This Resolution shall take effect immediately upon its adoption.

Ayes 5      Nays 0      The motion carried.

## **2. Approval of Track Bid**

Mr. Matteo made and Mr. Jablonsky seconded the following motion:

Upon the Recommendation of the Superintendent of Schools, BE IT RESOLVED that the Board of Education hereby accepts the bid from Copeland Paving Company to resurface the track at a cost of \$77,750.

(Mr. McGhee feels we should wait because of the unknown budget situation this year. The Board President felt the cost will be greater if we wait. The Board President would like a track warranty filed in the District Office before the District cuts a check. Mr. Jablonsky would like to be made aware of when the company lays the track here at the high school.)

Ayes 4      Nays 1      The motion carried.  
Mr. McGhee was the dissenter.

## **BOARD OF EDUCATION**

### **1. Policy #302 Organizational Chart (Chain of Command)**

Mr. Matteo made and Mr. Perotti seconded the following motion:

Upon the recommendation of the Superintendent, BE IT RESOLVED, that the Board of Education hereby approves the Policy #302 Organizational Chart as presented for its first reading.

Ayes 5      Nays 0      The motion carried.

## **PUBLIC COMMENT**

The following topics were commented on by audience members:

-MSG Varsity

-Organizational chart availability to all staff

## **BOARD MEMBER QUESTIONS**

The Organizational Chart should be copied to all faculty and staff and possibly discussed at the next Superintendent's Conference day once it is adopted.

## **EXECUTIVE SESSION**

Mr. Perotti made and Mr. McGhee seconded a motion to adjourn to executive session at 9:08 pm for the purpose of discussing particular persons' employment history and two contractual matters.

Ayes 5      Nays 0      The motion carried.

## **RECONVENE PUBLIC SESSION**

Mr. Perotti made and Mr. Matteo seconded a motion to adjourn the executive session and to reconvene the public session at 10:35 pm.

Ayes 5      Nays 0      The motion carried.

## **ADJOURNMENT**

There being no further business, Mr. McGhee made and Mr. Jablonsky seconded a motion to adjourn the meeting of October 19, 2009 at 10:36 pm.

Respectfully submitted,

Therese M. Trotter  
District Clerk