

**Westport Central School District
Budget and Regular Board of Education Meeting**

Place: Library

Thursday, January 14, 2010

Time: 6:00 PM

MINUTES

1. Call to Order

at: 6:03 PM

by: President LaRock

A. Roll Call

√ Alice LaRock

√ Tom Kohler

√ Dwayne Stevens

√ Jim Carroll

√ Sue Russell

B. Introduction of Attendees

Also Present: John W. Gallagher, Ed. D., Superintendent

Jana Atwell, District Clerk

Cindy Moody, District Treasurer

Michele Friedman, Principal

Robert King, Supt. of Buildings & Grounds

Visitors: Ulrich Hoffman

Darcy Hudson

Nicole Sudduth

Sue Dougan

Pat Dougan

George Maffey

John Thompson

Theresa Lindsay

Nancy Page

Kathy Taylor

Ted Taylor

John Ferree

Carolyn Phillips

Bradley Rascoe

Scott Gibbs

Charlotte Staats

Ashley Quaglietta

Austin Martin

C. Pledge of Allegiance

2. Oath of Office & Code of Ethics - Kohler

The District Clerk administered the Oath of Office and Code of Ethics to Board Member Elect Thomas Kohler.

3. Presentation of Roll-Over Budget for 2010-2011 School Year

A powerpoint presentation was provided by Dr. Gallagher regarding a roll-over budget for the 2010-2011 school year. This presentation looks at the current instructional program and then projects what that program will cost next year given changes in benefit costs (i.e. insurance, retirement), existing contracts, changes already implemented, and the uncertainty of our revenue sources (State Aid, property assessment changes and any other sources). The projected difference from the 2009-2010 budget to the 2010-2011 budget (using projected expenditures and revenues) is \$263,076 or 5.18%. Dr. Gallagher emphasized that we will continue to search for creative ways to control the budget and reduce spending.

4. Public Comment (5 comments)

Our agenda offers two Public Comment sections, one at the beginning of the meeting and the other at the end. At this time we have set aside a 5 minute period giving anyone in the audience time to share their thoughts with us. Your opinions, ideas and concerns will be considered and taken under advisement. Questions or concerns needing an explanation or further information will be addressed at our next regular meeting.

Carolyn Phillips suggested a more detailed budget which includes line by line items (i.e. salaries, fuel, gas, electric, postage, etc.) be provided to the community as well as more detailed information regarding the lunch program.

John Ferree requested the total number of out of district students from the currently registered 273 K-12 students. He suggested reviewing a tuition policy for these students. Mr. Ferree also stated that it is time to be proactive in the consideration of school consolidation and review the pro's and con's of this possibility.

Pat Dougan stated that he recently has seen a bus and the school pickup located throughout the town.

Scott Gibbs and three Journalism students, Charlotte Staats, Ashley Quaglietta and Austin Martin, appealed to members of the Board to increase circulation of the school paper *Behind the Wall*. They believe increased circulation would create a more informed community which would further help to support our school thus bringing the school and community together.

Principal Friedman acknowledged and congratulated Charlotte Staats and Sarah Looby for qualifying to attend the Junior Olympics Fencing in Memphis, Tennessee this February.

Ulrich Hoffman congratulated Tom Kohler on his election to the Board of Education. Mr. Hoffman stated the significant results from the project vote should send a message to the Board that expenditures and costs in general need to be addressed. He asked the Board to consider setting a budget goal of \$4,700,000 and focus on what can be done to reach this goal (review mandates, prioritize programs – sports, arts, etc., review number and salaries' of staff, extracurriculars, out of district students and electives). He reputed a prior statement that he was in favor of closing the school; he is not in favor, but believes we should be prepared. He also questioned what to do with the not so gifted students. He requested the phone number and name of the school attorney. Mr. Hoffman advised that he would be willing to work with the school to help achieve the above mentioned budget goal.

5. Financial

Resolved that the Board of Education accepts and approves the following financial reports:

- Warrant Report 6A
- Warrant Report 6B
- Warrant Report 6C
- Warrant Report 6D
- Warrant Report 6E
- Payroll Bank Account Reconciliation as of 11/30/09
- Treasurer's Report for Multi-Fund Month of November 2009
- Cafeteria Profit & Loss Statement 2009-2010
- General Ledger Report from 1/1/10 to 1/31/10
- Budget Status Report as of 1/8/10

Motion: Dwayne Stevens Seconded: Sue Russell Yes: 5 No: 0 Abstain: 0 **Accept**

6. CSE Recommendations

Resolved that the Superintendent of Schools recommends to the Board of Education the approval of the CSE recommendation for the following student number 504-04-10, 504-05-10, 007-06-07, and 003-09-10. (Recommendations attached.)

Motion: Jim Carroll Seconded: Sue Russell Yes: 5 No: 0 Abstain: 0 **Accept**

7. Reports/Presentations

a. Superintendent's Report

- Communication Received

A fax was received today regarding our excess computers. However, Dr. Gallagher was unable to read the writing but, will address the issue with the sender again.

- Superintendent Coffee Hour

At the last Superintendent Coffee Hour the Board was asked to consider ways to share information regarding the budget.

- CSO Meeting

The primary topic discussed among the Superintendents was concerns and strategies to work on the upcoming school budgets.

- Fencing Recognition

Congratulations to Charlotte Staats and Sarah Looby for qualifying in fencing for the Junior Olympics.

- Municipal Garage

President LaRock presented a resolution to reaffirm our desire to be involved in the Municipal Garage Project which will consolidate services and reduce expenditures.

RESOLUTION

Whereas, on December 6, 2007 the Westport Central School District, Board of Education, passed a resolution authorizing the Town of Westport as the Lead Agency to submit an application to the Shared Municipal Services Incentive Grant Program, and

Whereas, the Town of Westport, the Westport Fire District, and the Westport Central School have determined that a shared facility is the best way to provide the services to the community of Westport, and

Whereas, the purpose of this application was to obtain funding of up to \$600,000 toward the planning, construction and other cost associated with the proposed Westport Municipal Center, and

Whereas, that funding was secured and the preliminary engineering, cultural resource survey, and environmental assessments, subsurface investigation and geotechnical evaluation have been concluded, and

Whereas, this is the information necessary for the Town, as lead agency, to proceed with a bonding resolution, it is therefore

RESOLVED, as follows:

The Westport Central School District re-affirms its intent to enter into an "Inter-Municipal Agreement" for the Westport Municipal Center, as stipulated in the December 6, 2007 resolution, providing the bonding resolution is passed by the Town Board, for bonding in the amount of \$6,995,120, and if petitioned, the permissive referendum on this project passes.

That the Board of Education President of Westport Central School is authorized to sign this resolution, as duly passed at a meeting held January 14, 2010, at which meeting a quorum of Westport Central School Board Members were present, and said Board of Education members voted in favor of such resolution, and authorized the Board of Education President to sign.

Motion to approve: Jim Carroll Second: Sue Russell Yes: 3 No: 2 Abstain: 0 **Accept**
Roll Call Vote: LaRock – yes, Kohler – no, Stevens – no, Carroll – yes, Russell – yes

- Clinton/Essex County Joint School Board Meeting

The meeting included discussion on the shifting demographics in the North Country and how these trends along with low prevailing wages, limited job opportunities and expensive housing are having an impact on our school districts and communities.

b. **Superintendent of Buildings & Grounds Report**

- Cleaning throughout the building was completed during the holiday break.
- The fire inspections (building and garage) have been completed.
- Our fuel tanks have been inspected and meet the code requirements.
- Heating throughout the building continues to be an issue and will be examined.

c. **Board Committee Reports**

- Technology Committee – January 13, 2010 (meeting cancelled)

- Youth Commission – January 4, 2010

All soccer jerseys have been returned. The ski program is going well. An advertisement has been placed in the local papers seeking a Youth Commission Director.

- Joint Study – January 13, 2010 (meeting cancelled)

- Character Ed Committee – January 11, 2010

The major initiatives for the bucket fillers program are safety, respect and responsibility. Professional development with staff regarding this program will occur on the next early release day. A kick-off assembly will be scheduled in February.

d. **CSE Annual Report**

Resolved that the Superintendent of Schools recommends to the Board of Education the approval of the Westport Central School District's Special Education Annual Report as presented. (Report attached.)

Motion: Dwayne Stevens Seconded: Sue Russell Yes: 5 No: 0 Abstain: 0 **Accept**

8. Long Range Planning

➤ Administrative Structure

○ **Superintendent Position 1/14/10**

The Board of Education has chosen Dr. Gallagher to work as a half-time Superintendent. He is willing to continue in this role through the end of the next school year. The Board may wish to perform an annual performance evaluation and consider this offer.

➤ Non-Resident Students

○ Tuition 7/6/09, 8/13/09

➤ Shared Services

○ Funding Assistance 7/6/09

➤ Facility

○ **Generator Project 8/17/09, 10/15/09, 11/12/09, 1/14/10**

The generator project was defeated. Moving forward, the Board must determine if they would like any portion of this project placed before the voters again.

○ **The Wall 8/17/09, 1/14/10**

A very small amount of money has been donated (during the 75th Anniversary Celebration) to be used for repair of the "wall". This is another item the Board should consider for future discussion.

○ **Solar Power & Energy Use Reduction 11/12/09, 1/14/10**

The grant has been filed for solar panels and we should be notified within three to four weeks. If the application is approved, Dr. Gallagher suggests allowing the corporation move forward to seek construction bids.

9. Minutes

Resolved that the Board of Education does hereby approve the minutes of the meeting of the Board of Education held on: - **December 10, 2009** (Public Information & Regular Meeting) as presented
- **December 22, 2009** (Special Meeting & Election) as presented

Motion: Dwayne Stevens Seconded: Jim Carroll Yes: 5 No: 0 Abstain: 0 **Accept**

10. New Business

A. Personnel

1. Appointments – Carroll & Spadafora

a) Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of Lienne Carroll as a substitute teacher (non-certified) at a rate of \$60 per day effective January 15, 2010 (fingerprint clearance on file).

Motion: Sue Russell Seconded: Dwayne Stevens Yes: 5 No: 0 Abstain: 0 **Accept**

b) Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of Maria Spadafora as a substitute nurse at a rate of \$65 per day effective January 15, 2010 pending fingerprint clearance through Central Registry.

Motion: Jim Carroll Seconded: Dwayne Stevens Yes: 5 No: 0 Abstain: 0 **Accept**

2. Appointment of School Officer/Representative

Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of the Superintendent as Medicaid Compliance Officer for the 2009-2010 school year.

Motion: Dwayne Stevens Seconded: Sue Russell Yes: 5 No: 0 Abstain: 0 **Accept**

3. Intent to Retire (none at this time)
4. Tenure (none at this time)
5. Child Rearing Leave (none at this time)
6. Unpaid Leave (none at this time)
7. Termination (none at this time)
8. Elimination of Position (none at this time)

B. Miscellaneous

1. Facility Use Request by Community Organization

Resolved that the Superintendent of Schools recommends to the Board of Education the approval of the *Facility Use Request Form* as submitted by Michael Tyler for the purpose of adult basketball on Sunday's at 6 PM in the gym and Wednesday's after 6 PM in the auditorium.

Motion: Jim Carroll Seconded: Sue Russell Yes: 5 No: 0 Abstain: 0 **Accept**

2. Baseball Merger Discussion - Rascoe

Athletic Coordinator, Brad Rascoe distributed an information sheet and schedule to members of the Board which detailed the Westport/Keene Merged Baseball Team. If these two schools do not merge, neither school will have a baseball team. Coaches (including volunteers) will be hired and paid by their school district. Each school will supply their own equipment with the game balls being furnished by the host school. Westport and Keene will each purchase ten (10) uniforms and students will purchase

their own hats and socks.

11. Additional Items to Discuss

None at this time.

12. Public Comment (5 minutes)

Pat Dougan (prior Superintendent of Buildings & Grounds) stated that he was previously advised that the roof was not adequate for solar energy.

Ulrich Hoffman advised the Board to speak with Tim Sherman regarding solar power and questioned the Superintendent's half-time pay. He directed a question to Principal Friedman regarding the origin of student residency regarding residential placement. He reiterated the Board's consideration of a \$4.7 budget goal.

13. Executive Session

(#5) Collective negotiations pursuant to article 14 of the Civil Service Law.

In: 8:14 PM Motion: Sue Russell Seconded: Jim Carroll Yes: 5 No: 0 Abstain: 0
Accept

Out: 8:35 PM Motion: Jim Carroll Seconded: Sue Russell Yes: 5 No: 0 Abstain: 0
Accept

No action taken.

14. Adjournment

Time: 8:36 PM Motion: Sue Russell Seconded: Jim Carroll

Next Meeting: Budget 5:30 PM & Regular Meeting February 11, 2010 6:30 PM in the Library

Date approved by the Board of Education: February 11, 2010

Jana Atwell, District Clerk