

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

Place: Library

Thursday, February 11, 2010

Time: 5:30 PM

MINUTES

1. Call to Order

at: 6:38 PM

by: President LaRock

A. Roll Call

√ Alice LaRock

Tom Kohler - absent

√ 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: Richard Rockefeller

Nicole Sudduth

John Napper

Kathy Bedore

Nancy Page

George Maffey

Barbara Breyette

George King

Heide King

Adam Facteau

Vicki Wolinsky

Cathy Brankman

Cheryl Phillips

Janet Hoff

Susan Satloff

Mary Mandy

Darcy Hudson

Rick Hoffmann

Matthew Jason

Mary Jane Viens

Kellie King

Kim Matthews

Pat Dougan

Jack Thompson

C. Pledge of Allegiance

2. 2010-2011 Budget Presentation

At the January Board of Education meeting Dr. Gallagher explained that he presented a roll-over budget for the 2010-2011 school year using projected expenditures and revenues indicating a budget increase of approximately \$263,076 or 5%. An increase in expenditures can be anticipated given changes in benefits such as insurance and retirement, and existing contracts. He also stated that this is a negotiation year for the teachers. Since the January meeting the executive budget has been received from the Governor projecting a decrease in our revenues (State Aid) of \$133,000.

A line by line examination of administrative and operative (including transportation) costs was discussed indicating first round adjustments. This evening's budget workshop reflected an approximate reduction of \$55,000 within these areas.

RECESS: 6:32 PM – 6:48 PM

3. 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.

Business Teacher, Adam Facticeau and FBLA member, Kevin Russell presented an overview of the FBLA Club's Annual Spring District Competition held recently in Greenwich, New York. Nine students participated from WCS with eight students placing in the top three of their respected events. Eight students qualified for national competition. The FBLA Club will begin developing ideas for fundraising which will allow the club's members to attend this event as the cost is approximately \$5,000. The Board extended their congratulations to the FBLA members on their recent competition and best wishes for their upcoming event.

Nicole Sudduth recognized the Board and administration for their tasks. She also stated that she is very happy with how things are at WCS and would like things to remain as they are because we are a great school.

Kelly Martin thanked the Board for their time and dedication.

Mary Jane Viens asked why we transport our student athletes to Camp Dudley rather than use the fields located at school.

4. Financial

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

- Warrant Report 7A
- Warrant Report 7B
- Warrant Report 7C
- Warrant Report 7D
- Multi-Fund Bank Account Reconciliation as of 12/31/09
- Payroll Bank Account Reconciliation as of 12/31/09
- Cafeteria Profit & Loss Statement 2009-2010
- General Ledger Report From 2/1/10 To 2/28/10

Motion: Dwayne Stevens Seconded: Jim Carroll Yes: 4 No: 0 Abstain: 0 **Accept**

5. Class of 2010 Senior Trip Proposal

Representative members of the Class of 2010, Alan Ware, Kalika Hopkins, Kim Hughes and Johnny Stahl presented their Senior Trip Proposal to Orlando, Florida from April 12 through April 16, 2010 to the members of the Board. They also requested the use of a school bus for transportation to and from Albany Airport. The Board members approved both the trip and the use of a school bus.

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 011-06-07, 003-09-10 and P04-07-08. (Recommendations attached.)

Motion: Jim Carroll Seconded: Sue Russell Yes: 4 No: 0 Abstain: 0 **Accept**

7. Reports/Presentations

a. Superintendent's Report

- Public Comment/Participation

This item will be placed on the March agenda for further discussion.

- Tenure & Probationary Staff

A brief executive session will be required this evening to discuss probationary staff and recommendations for tenure.

- Municipal Garage

Motion by Sue Russell, seconded by Dwayne Stevens to adopt the following resolution:

1. Westport Fuel & Heavy Vehicle Repair Facility

Resolved that the Superintendent of Schools recommends the Board of Education adopt the following resolution:

WHEREAS, the Town of Westport ("Town"), the Westport Fire District ("Fire District"), and the Westport Central School District ("School District") share a need for a fueling facility and vehicle repair lift; and

WHEREAS, the Town, Fire District and the School District have determined that the best way to provide such services is through sharing one such facility, herein referred to as the Westport Fuel & Heavy Vehicle Repair Facility; and

WHEREAS, in order to construct such facility, additional funds are needed, and the parties have determined to apply for a Local Government Efficiency Grant from the New York State Department of State; it is therefore

RESOLVED, as follows:

1. The Town shall be designated as the lead agency, and the Town shall designate a lead agency contract person and authorize that person to submit an application to the Local Government Efficiency Grant for the 2009-2010 program year. This resolution authorizes the lead agency contract person to execute all financial and/or administrative processes relating to the grant program on behalf of the School District in accord with the terms of this resolution.
2. The project shall be known as the Westport Fuel & Heavy Vehicle Repair facility.
3. The maximum amount of money, which shall be applied for through this program, shall be \$304,000, with a request for \$101,333.34 per agency.
4. The School District shall authorize the commitment of \$10,133.34 as part of the required 10% local match for the grant. Such funds shall come from the general fund for the School District.
5. The co-applicants for the Local Government Efficiency Grant are the Town of Westport and the Westport Fire District.
6. The intermunicipal agreement for the Local Government Efficiency Grant shall include provisions for constructing the facility on land owned by the Town, with title to such property remaining with the Town; and shall further provide that in consideration of the School District's participation in the project, the School District has a right of first refusal to lease the space necessary to allow a mechanic space to work, storage, use of restroom and fuel station, wash bay and lift. Such right of first refusal to lease such property shall run for 25 years, and such lease would be on terms mutually agreeable to the parties, but in no case in excess of the commercial value of such lease.

Roll Call Vote: LaRock – yes, Kohler – absent, Stevens – yes, Carroll – yes, Russell – yes
Motion carried.

- Correctional Facility Closure

Motion by Sue Russell, seconded by Jim Carroll to adopt the following resolution:

WHEREAS, New York State Governor David Paterson has recently announced a plan to close four prisons, three of which are located in the North Country; and **WHEREAS**, Moriah Shock Incarceration Correctional Facility, a minimum security facility which first opened in 1989 in Essex County and employs 102 North Country residents, has been slated for closure in January, 2011; and **WHEREAS**, Essex County has very few industry options available, and the closure of the Moriah Shock Incarceration Correctional Facility will devastate this area and its neighboring communities; and **WHEREAS**, the closure of the Moriah Shock Incarceration Correctional Facility would have a negative affect on the area's stores, restaurants, gas stations and real estate market; now, therefore, **BE IT RESOLVED**, the Westport Central School District Board of Education hereby strongly opposes the closure of the Moriah Shock Incarceration Correctional Facility and urges Governor Paterson to reconsider his decision to close Moriah Shock Incarceration Correctional Facility; and **BE IT FURTHER RESOLVED**, that the Westport Central School District Board of Education urges the State Legislature not to accept the Governor's plan to close Moriah Shock Incarceration Correctional Facility; and **BE IT FURTHER RESOLVED**, that copies of this resolution be forwarded to Governor David Paterson, Senator Elizabeth Little and Assemblywoman Teresa Sayward.

Roll Call Vote: LaRock – yes, Kohler – absent, Stevens – abstain, Carroll – yes, Russell - yes
Motion carried.

- Red Cross Renewal Agreement

A renewal agreement for the use of our building as a shelter has been received from the American Red Cross. This item will be placed on the March agenda for further discussion.

- Joint School Board Meeting March 4, 2010

The next Clinton-Essex-Warren-Washington School Board Meeting will be held on Thursday, March 4, 2010. The topic will be "Do's and Don'ts for Boards of Education Including Executive Session".

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

- Cleaning will occur during the February Winter Break.
- Installation of three (3) projector drops will occur during the Winter Break.
- The Utica National Insurance inspector was here recently for a walk through. Due to the size of the trees surrounding the building, they could possibly be jeopardizing the building causing foundation damage. The inspector suggested this area be reviewed.

c. **Board Committee Reports**

- Character Ed Committee – January 25, 2010

The committee continues to move forward with the "How Full Is Your Bucket" project. The first phase of this initiative has been conducted with faculty and staff. After the winter break, an assembly will be held to initiate the project with students.

- Youth Commission – February 1, 2010

The ski program was successful this year with approximately 25 participants. The Youth Commission's biddy basketball hoops have been removed from the school and are in storage at the Town Hall. Interviews for a Youth Commission Director are in process.

- Technology Committee – February 10, 2010

Currently there are three projector drops to be installed. Federal grant money will be used to purchase three additional integrated smartboards. Over the past several years, there

have been combined grants totaling approximately \$24,000 that have been accessed to purchase technological equipment at no cost to the District. The committee continues to review a schedule and design layout for better utilization of the computer labs. The committee is also investigating the purchase of software to assist in the reduction of electrical usage.

- Buildings & Grounds/Safety Committee – February 10, 2010

Discussion included the insurance inspectors report regarding the trees jeopardizing the building's foundation, installation of battery back-up lighting and handrails throughout the building that are in need of repair. Security of the building and ways to make it better were also discussed.

8. Long Range Planning (none at this time)

- Administrative Structure
 - Superintendent Position 1/14/10
- 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 Wall 8/17/09, 1/14/10
 - Solar Power & Energy Use Reduction 11/12/09, 1/14/10

9. Minutes

Resolved that the Board of Education does hereby approve the minutes of the meeting of the Board of Education held on: - **January 14, 2010** (Budget & Regular Meeting) as presented

Motion: Sue Russell Seconded: Dwayne Stevens Yes: 4 No: 0 Abstain: 0 **Accept**

10. New Business

A. Personnel

1. Appointments - McGee

Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of Robert McGee to the permanent full-time position of Mechanic/Driver effective February 12, 2010.

Motion: Jim Carroll Seconded: Sue Russell Yes: 4 No: 0 Abstain: 0 **Accept**

2. Intent to Retire (none at this time)

3. Tenure (none at this time)

4. Child Rearing Leave – Olson, Wolinsky

a) Resolved that the Superintendent of Schools recommends to the Board of Education the approval of the request for Child Rear Leave as submitted by Heather Olson in accordance with Article 10, Section E of the current WEA Collective Bargaining Contract. Her leave shall begin approximately April 19, 2010 and continue for a period of six (6) weeks. In addition, her intention is to utilize her accrued leave days for any period of the leave for which she is medically disabled from working.

Motion: Jim Carroll Seconded: Dwayne Stevens Yes: 4 No: 0 Abstain: 0 **Accept**

b) Resolved that the Superintendent of Schools recommends to the Board of Education

the approval of the request for Child Rear Leave as submitted by Vicki Wolinsky in accordance with Article 10, Section A, number 3 and Section E of the current WEA Collective Bargaining Contract. Her leave shall begin approximately May 2, 2010 and continue for a period of six (6) weeks. In addition, her intention is to utilize her accrued leave days for any period of the leave for which she is medically disabled from working.

Motion: Dwayne Stevens Seconded: Sue Russell Yes: 4 No: 0 Abstain: 0 **Accept**

5. Unpaid Leave (none at this time)
6. Termination (none at this time)
7. Elimination of Position (none at this time)

B. Miscellaneous

1. Facility Use Request by Community Organizations

a) Resolved that the Superintendent of Schools recommends to the Board of Education the approval of the *Facility Use Request Form* as submitted by Laura Sells-Doyle on behalf of the WPTO for the use of the gym and cafeteria on Saturday, March 13, 2010 from 2 PM to 9 PM for the purpose of hosting a volleyball tournament fundraiser.

Motion: Jim Carroll Seconded: Dwayne Stevens Yes: 4 No: 0 Abstain: 0 **Accept**

b) Resolved that the Superintendent of Schools recommends to the Board of Education the approval of the *Facility Use Request Form* as submitted by Carol Schwoebel on behalf of the Tanneberger Alumni Basketball Tournament for the use of the gym and 2 classrooms on Saturday, March 20, 2010 for the purpose of hosting the 31st Annual Dr. Thomas Tanneberger Alumni Basketball Tournament.

Motion: Jim Carroll Seconded: Sue Russell Yes: 4 No: 0 Abstain: 0 **Accept**

c) Resolved that the Superintendent of Schools recommends to the Board of Education the approval of the *Facility Use Request Form* as submitted by Irwin Borden on behalf of the Westport Fire Department for the use of the kitchen, cafeteria and Home Ec. Room on Saturday, March 20, 2010 for the purpose of hosting the Annual Spaghetti Supper.

Motion: Dwayne Stevens Seconded: Sue Russell Yes: 4 No: 0 Abstain: 0 **Accept**

d) Resolved that the Superintendent of Schools recommends to the Board of Education the approval to reschedule the Regional Horse Bowl/Hippology from March 6, 2010 to March 13, 2010 (make-up date March 20th) as requested by Linda Gilliland on behalf of the Essex County 4-H Program.

Motion: Jim Carroll Seconded: Sue Russell Yes: 4 No: 0 Abstain: 0 **Accept**

e) Resolved that the Superintendent of Schools recommends to the Board of Education the approval of the *Facility Use Request Form* as submitted by Linda Gilliland on behalf of the Essex County 4-H Program for the use of 5 classrooms and cafeteria on Saturday, March 6, 2010 (make-up date March 27^h) for the purpose of hosting Public Presentation.

Motion: Sue Russell Seconded: Jim Carroll Yes: 4 No: 0 Abstain: 0 **Accept**

2. Behind the Wall Circulation - Discussion

Permission granted by the Board of Education to publicly circulate the student publication *Behind the Wall*. Protocol and guidelines for distribution will be prepared by the administration.

11. Additional Items to Discuss

None at this time.

12. Public Comment (5 minutes)

Pat Dougan stated that he was in favor of circulating *Behind the Wall*.

Dwayne Stevens thanked the Board for the resolution opposing the closure of Moriah Shock.

13. Executive Session

(#5) Collective negotiations pursuant to article 14 of the Civil Service Law and (#6) the medical, financial, credit or 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.

In: 7:55 PM Motion: Dwayne Stevens Seconded: Jim Carroll Yes: 4 No: 0 Abstain: 0
Accept

Out: 8:27 PM Motion: Jim Carroll Seconded: Dwayne Stevens Yes: 4 No: 0 Abstain: 0
Accept

No action taken.

14. Adjournment

Time: 8:28 PM Motion: Sue Russell Seconded: Jim Carroll

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

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

Jana Atwell, District Clerk