

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

**Place: Library**

**Thursday, November 12, 2009**

**Time: 6:30 PM**

**MINUTES**

**1. Call to Order**

**at: 6:35 PM**

**by: President LaRock**

**A. Roll Call**

√ Alice LaRock

Dwayne Stevens - absent

√ Jim Carroll

√ Sue Russell

**B. Introduction of Attendees**

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

Jana Atwell, District Clerk

Michele Friedman, Principal

Cindy Moody, District Treasurer

Robert King, Supt. Buildings & Grounds

Visitors: Theresa Lindsay

Ulrich Hoffman

Daniel McCormick

**C. Pledge of Allegiance**

**2. 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.

Floor opened for public comment, none voiced.

**3. Financial**

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

- Warrant Report 4A
- Warrant Report 4B
- Warrant Report 4C
- Warrant Report 4D
- Treasurer's Report for Multi-Fund Month of September 2009
- Cafeteria Profit & Loss Statement September 2009
- Warrant Report 5A
- Budgetary Transfer Report From 7/1/09 To 11/10/09
- Multi-Fund Bank Account Reconciliation as of 9/30/09
- Budget Status Report as of 11/10/09

Motion: Jim Carroll

Seconded: Sue Russell

Yes: 3 No: 0 Abstain: 0

**Accept**

**4. 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 003-02-03, 006-06-07, 009-09-10, 504-03-10, 003-09-10, 008-09-10 and 003-09-10. (Recommendations attached.)

Motion: Sue Russell

Seconded: Jim Carroll

Yes: 3 No: 0 Abstain: 0

**Accept**

## 5. Reports/Presentations

### a. **Superintendent's Report**

#### - Vault

Several months ago it was brought to the attention of the Board that our vault (safe) did not meet the specifications required by the NYS Education Department. Repairs have been completed, the vault has been inspected and we are currently waiting for final approval from NYSED.

#### - Tax Collector Report

The final tax collector report prepared by tax collector, Nancy Boyle was distributed to the Board for review. Tax collection for this year has closed. The amount collected exceeded receipts in 2008.

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

- Hand rails for the handicap accessible entrance have been rebuilt.

- Sergeant Buell from the NYS Police was onsite today photographing and reviewing the schematics of the buildings and ground for security purposes.

- A bus is in need of (motor) repair. The bus reserve is being reviewed for available money.

- A motor has been replaced in a second air compressor.

### c. **Board Committee Reports**

#### - Buildings & Grounds/Safety Committee – November 5, 2009

Discussion included replacement of a doorbell and repair of handrails to the handicap accessible entrance, may be able to add repair of the storm drain located in the back parking lot to the generator project, custodians have been paying special attention to cleaning the “high touch” areas, and additional hand sanitizers have been placed throughout the building.

#### - Character Education – November 9, 2009

The committee is kicking-off a new initiative “bucket fillers” which is an approach to anti-bullying. The committee will work with staff regarding awareness and role modeling. A \$750 grant was received from ExxonMobil to be used in the area of character education. A vacancy was created by the resignation of a Board member therefore the committee is in search of a new Board member.

#### - Youth Commission – November 2, 2009

No report available due to the absence of Dwayne Stevens.

## 6. Long Range Planning

### ➤ Administrative Structure

### ➤ Non-Resident Students

#### ○ Tuition 7/6/09, 8/13/09

### ➤ Shared Services

#### ○ Funding Assistance 7/6/09, 11/12/09

Dr. Gallagher has contacted Senator Gillibrand's office in continuing efforts to seek financial assistance for the proposed capital project.

### ➤ Facility

#### ○ Generator Project 8/17/09, 10/15/09, 11/12/09

WCS has been designated as a Red Cross shelter. However, the facility is not sufficient to provide suitable emergency shelter in the event of any lengthy power outage or catastrophic weather event. On October 9, 2009, the Board passed a resolution to move ahead with a vote on the proposed capital project. The media has been contacted to bring awareness to the community regarding the purpose of this project. The tax levy on an average home (using an assessment of \$100,000) would range between ten (10) cents and twenty-five (25) cents per month depending upon the STAR exemption. We continue to

seek additional outside funding to help with this project. Meetings with community groups will be held in the next few weeks to explain the cost and financing of this project.

- The Wall 8/17/09
- Solar Power & Energy Use Reduction 11/12/09

We recently have been made aware of grant money available (100% covered, no cost to the taxpayers) to perform a solar power feasibility study. The savings could result in \$6,000 to \$10,000 per year. We will continue to research the specifications for this grant.

## 7. Minutes

Resolved that the Board of Education does hereby approve the minutes of the meeting of the Board of Education held on:

- **October 15, 2009** (Regular Meeting) as presented
- **October 27, 2009** (Special Meeting) as presented

Motion: Sue Russell                      Seconded: Jim Carroll                      Yes: 3    No: 0    Abstain: 0                      **Accept**

## 8. New Business

### A. Personnel

#### 1. Appointment – Miller

Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of Michael Miller as a substitute teacher (certified) effective November 13, 2009 at a rate of \$70 per day pending fingerprint clearance through Central Registry.

Motion: Jim Carroll    Seconded: Sue Russell    Yes: 3    No: 0    Abstain: 0    **Accept**

#### 2. Extracurricular Appointments – J. Carroll & Russell

a) Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of Jim Carroll as Drama Club Co-Advisor (pro-bono) for the 2009-2010 school year (fingerprint clearance on file).

Motion: Sue Russell    Seconded: Alice LaRock    Yes: 3    No: 0    Abstain: 0    **Accept**

b) Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of Craig Russell as a volunteer Varsity Baseball Assistant Coach for the 2009-2010 school year (fingerprint clearance on file).

Motion: Jim Carroll    Seconded: Alice LaRock    Yes: 3    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. Youth Commission Request (Bus, Mileage, and Use of Driver)

Resolved that the Superintendent of Schools recommends to the Board of Education the approval of the use of a school bus, donation of mileage, and bus driver (compensated by the Youth Commission at the current bus driver pay schedule) for the following dates: January 10, 24, 31, February 7, 28, March 7 and 14, 2010.

Motion: Jim Carroll    Seconded: Sue Russell    Yes: 3    No: 0    Abstain: 0    **Accept**

2. Asset Disposal

Resolved that the Superintendent of Schools recommends to the Board of Education the approval to dispose of the following:

- small refrigerator located in the cafeteria, tag #A00019312 (broken/not repairable)
- multiple library books (list attached) (outdated and/or damaged)

Motion: Sue Russell    Seconded: Jim Carroll    Yes: 3    No: 0    Abstain: 0    **Accept**

3. Reserve Authorization

Resolved that the Superintendent of Schools recommends to the Board of Education authorization to transfer \$3,500 from the repair reserve due to the unanticipated repair to the building to bring the vault up to State specifications.

Motion: Sue Russell    Seconded: Jim Carroll    Yes: 3    No: 0    Abstain: 0    **Accept**

4. 2010-2011 Budget Calendar 2010-2011

Resolved that the Superintendent of Schools recommends to the Board of Education the adoption of the 2010-2011 Budget Calendar as presented.

Motion: Jim Carroll    Seconded: Sue Russell    Yes: 3    No: 0    Abstain: 0    **Accept**

5. Facility Use Request – ACAP After School Program

Resolved that the Superintendent of Schools recommends to the Board of Education the approval of the facility use request form submitted by Linda Ellsworth on behalf of the ACAP After School Program for the use of main entrance hallway on November 18 from 1 PM to 3 PM and November 19 from 1 PM to 3 PM and 5 PM to 7 PM for the purpose of providing ACAP After School Program information, brochures and applications to increase enrollment.

Motion: Jim Carroll    Seconded: Sue Russell    Yes: 3    No: 0    Abstain: 0    **Accept**

**C. Policy**

1. Idling School Buses on School Grounds (Policy #5770)

Resolved that the Superintendent of Schools recommends to the Board of Education the adoption of new policy #5770 as presented.

Motion: Jim Carroll    Seconded: Sue Russell    Yes: 3    No: 0    Abstain: 0    **Accept**

2. Healthy Kids, Healthy New York After-School Initiative (Policy #7480)

Resolved that the Superintendent of Schools recommends to the Board of Education the adoption of new policy #7480 as presented.

Motion: Sue Russell    Seconded: Jim Carroll    Yes: 3    No: 0    Abstain: 0    **Accept**

**9. Additional Items to Discuss**

Petitions for the vacant board position are due November 23, 2009. The term for this position will expire June 30, 2011.

We have been approached to consider an installment payment plan for school taxes.

Parent luncheons have been extended from K-6 to K-12.

The December 10<sup>th</sup> Board of Education meeting will begin at 5:30 PM with the public information meeting, the regular meeting will follow beginning at 6:30 PM.

**10. Public Comment** (5 minutes)

Mr. Hoffman had questions regarding the capital project: where is the money coming from (he suggested a fundraiser), how can it be accomplished without putting a further burden on the taxpayers, and how will this project affect the municipal garage project? He stated that more information was needed regarding this project.

Mr. Hoffman also addressed Dr. Gallagher regarding the tone of a letter to the editor published in the Press Republican which was written by Dr. Gallagher.

**11. Executive Session**

Executive session was not required this evening.

**12. Adjournment**

Time: 7:25 PM

Motion: Jim Carroll

Seconded: Sue Russell

**Next Meeting:** Public Information Meeting 5:30 PM and Regular Meeting 6:30 PM December 10, 2009  
Library

Date approved by the BOE: December 10, 2009

Jana Atwell, District Clerk