

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

**Place: Library**

**Thursday, September 15, 2011**

**Time: 6:30 PM**

**MINUTES**

**1. Call to Order** **at: 6:30 PM** **by: President LaRock**

**A. Roll Call**

√ Alice LaRock

√ Jim Carroll

√ Dwayne Stevens

Sue Russell – entered 6:35 PM

Tom Kohler – entered 6:50 PM

**B. Introduction of Attendees**

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

Visitors: Daniel McCormick

Jana Atwell, District Clerk

Paul Mudie

Michele Friedman, Principal

Robert King, Supt. Buildings & Grounds

**C. Pledge of Allegiance**

**2. Financials**

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

- Warrant Report 2A 8/3/11
- Warrant Report 2B 8/10/11
- Warrant Report 2C 8/17/11

Motion: Dwayne Stevens

Seconded: Jim Carroll

Yes: 3 No: 0 Abstain: 0

**Accept**

**3. Public Comment (15 minutes)**

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 15 minute period giving anyone in the audience time to share their thoughts with us. Please raise your hand and be acknowledged by the Board President. When called upon, please identify yourself and give your address limiting your comments to three (3) minutes. Your opinions, ideas and concerns will be considered and taken under advisement.

Floor was opened for public comment, none voiced.

**4. Reports/Presentations**

**A. Superintendent's Report**

- 2011-2012 School Year – We are off to a good start! Our enrollment is currently at 239 students including 39 non-resident students which is down from 46 for the 2010-2011 school year. We began the school year with three bus routes (down from four routes previously). We will continue to analyze these routes for effectiveness. The annual Welcome Back Night was well attended.
- Transportation Agreement Withdrawn & Lease of Van – Malone Central School withdrew from the transportation agreement (student busing to Rome) on the first day of school. If the bus monitor is not available on a given day, the parent has advised that they are comfortable with a driver only.  
We are working through Leonard Bus Company to lease a van to help with the (Rome) trip. Purchase of the van will be placed on the ballot in May as there is sufficient money in the Bus Reserve to purchase a van now and a bus in two to three years. Leasing a van now is cost effective as it saves the District the cost of a special vote prior to the annual meeting in May.
- December (12/8) BOE Meeting Date Change – Date will be changed to Tuesday, December 13<sup>th</sup>.
- Joint Study Topics – The Board is responsible for three Joint Study agendas at the end of the school year, administration is responsible for the first two agendas at the beginning of the year.

Dates for these meetings will be established soon. Please be thinking of topics the Board would like to place on the agenda.

- Utility Garage Replacement Update – The building permit has been received from the State Education Department. David Whitford (architect) will be setting up the bid process. Bids are scheduled to be opened on Thursday, October 6, 2011 at 4 PM in the District Office.
- Chamber Golf Tournament – The Chamber of Commerce is seeking the schools cooperation with a golf tournament scheduled for October 7<sup>th</sup> to benefit the local SPCA. A meeting has been scheduled with Chamber representatives for further discussion.

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

- New lights have been installed in the auditorium and gym. The replaced lights provide lighting equivalent to what was there previously.
- Two new portable air conditioners have been purchased for use as needed.
- Contact has been made with NYS Department of Transportation for additional school bus signs for safety reasons.
- The goal of the department continues to be keeping the building “spotless”.

#### **C. Board Committee Reports**

- Youth Commission 9/12/11 – The Youth Commission will sponsor a biddy soccer tournament at Camp Dudley on September 17<sup>th</sup>.

### **5. Long Range Planning**

#### ➤ Administrative Structure

- Superintendent Position 1/14/10, 9/9/10, 10/7/10, 11/9/10
- Meeting with Area Superintendents & Board Presidents 12/16/10, 1/13/11, **9/15/11** – Dr. Gallagher, Alice LaRock and Jim Carroll met with Willsboro Central School’s Superintendent, Stephen Broadwell, and two Board of Education members for general discussion regarding school merging. Superintendent Broadwell contacted Alan Pole, an expert on school district consolidation. If the Board desires, Mr. Pole is available to meet with the districts for further discussion at a total rate of \$500 plus mileage. The Board stated their interest in obtaining further information and suggested contacting other districts for interest in attending.

#### ➤ Non-Resident Students

- Tuition 7/6/09, 8/13/09, 6/17/10, 2/10/11, 3/1/11, 4/7/11, 5/5/11, 6/9/11
- Impact & Effect on District 9/9/10, 11/9/10

#### ➤ Shared Services

- Funding Assistance 7/6/09
- Municipal Garage 9/9/10, 10/7/10, 11/9/10, 12/16/10, 1/31/11, 4/7/11, 6/9/11, 7/7/11, 8/11/11, **9/15/11** – The committee has no immediate plans at this time. However, Town Supervisor Connell is working diligently towards a shared fuel service for the town and school.

#### ➤ Facility

- Generator Project 8/17/09, 10/15/09, 11/12/09, 1/14/10, 4/8/10, 6/17/10, 9/9/10
- The Wall 8/17/09, 1/14/10, 12/16/10
- Solar Power & Energy Use Reduction 11/12/09, 1/14/10, 5/11/10, 6/17/10, 9/9/10, 11/9/10, 12/16/10, 1/13/11, 7/7/11, 8/11/11

### **6. Minutes**

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

- **August 11, 2011** (Regular Meeting) as presented
- **August 31, 2011** (Special Meeting) as presented

Motion: Jim Carroll

Seconded: Sue Russell

Yes: 5 No: 0 Abstain: 0

**Accept**

### **7. New Business**

#### **A. Personnel**

1. Appointments (none at this time)

2. Extracurricular Appointments – McKinley, Howard

Resolved that the Superintendent of Schools recommends to the Board of Education the following extracurricular appointments for the 2011-2012 school year at the stipend per the current Westport Education Association Contract:

- Girls' Varsity Basketball Coach – Thomas "Hokey" McKinley
- Girls' Modified Soccer Assistant Volunteer – Kathleen Howard

Motion: Dwayne Stevens      Seconded: Tom Kohler      Yes: 5    No: 0    Abstain: 0      **Accept**

3. Request to End Employment/Resignation (none at this time)

4. Tenure (none at this time)

5. Child Rearing Leave (none at this time)

6. Leave of Absence Request (none at this time)

7. Termination (none at this time)

8. Elimination of Position (none at this time)

9. Intent to Retire (none at this time)

**B. Miscellaneous**

1. Facility Use Request – Fencing Club

Resolved that the Superintendent of Schools recommends to the Board of Education the approval of the *Facility Use Request* form as submitted by Paul Rossi on behalf of the Fencing Club for the use of any area available for the purpose of hosting fencing practice on Tuesdays and Thursdays September 20, 2011 – June 28, 2012 from 5:30 PM to 7:30 PM.

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

2. Special Education Plan Update

Resolved that the Superintendent of Schools recommends to the Board of Education the adoption of the Special Education Plan Update 2011-2014 as presented.

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

3. Contract Ratification

Resolved that the Superintendent of Schools recommends to the Board of Education the ratification of the Memorandum of Agreement by and between WCSD and the Associate Members of the Westport Education Association effective July 1, 2011 and continuing through June 30, 2014.

Motion: Jim Carroll      Seconded: Sue Russell      Yes: 4    No: 0    Abstain: 1-Stevens      **Accept**

4. Donation

Resolved that the Superintendent of Schools recommends to the Board of Education the acceptance of a donation by Mrs. Dee Stewart Way of one (1) set of antique golf clubs valued at approximately \$100.

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

5. Coach Tom Beauvais Plaque Discussion

Discussion evolved regarding the request presented at the August 11, 2011 meeting by Daniel McCormick of a plaque honoring prior WCS employee, Tom Beauvais. Dr. Gallagher will gather additional information on procedures and criteria to establish guidelines for similar requests.

**C. Policy**

1. Corporate Sponsorships (#5260) – Third Reading & Adoption

2. Employee Personal Identifying Information (#5674) – Third Reading & Adoption
3. Posting Requirement of Correction Law Article 23-A (#6123) – Third Reading & Adoption
4. Employment of Retired Persons (#6218) – Third Reading & Adoption
5. Professional Services Providers (#6330) – Third Reading & Adoption  
Third reading completed, motion to adopt all policies listed above as presented.

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

### **8. Additional Items to Discuss**

Dr. Gallagher explained an out-of-service bus was stripped of all usable parts, the engine was removed and the bus was sold for scrap metal. We were left with an intake diesel block engine to be disposed of; the scrap price is approximately \$250. Discussion evolved regarding this piece of equipment referencing WCS policy #5250 *Sale and Disposal of School District Property* (attached). A suggestion was made to obtain information regarding donation of this equipment. Requests for bids will be posted.

### **9. Public Comment** (15 minutes)

At this time we have set aside a 15 minute period giving anyone in the audience time to share their thoughts with us. Please raise your hand and be acknowledged by the Board President. When called upon, please identify yourself and give your address limiting your comments to three (3) minutes. 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.

Dan McCormick addressed the Board regarding his plaque request for Tom Beauvais. He stated that there are many benefits and merits to be gained by recognizing Mr. Beauvais' accomplishments. He also explained there are other plaques located throughout the building honoring students and other members including Board of Education members and contractors.

The Westport Education Association will be sponsoring a hole for the SPCA tournament.

### **10. Adjournment**

Time: 7:56 PM

Motion: Jim Carroll

Seconded: Sue Russell

**Next Meeting:** Regular Meeting Thursday, October 13, 2011 6:30 PM Library

Date Approved by the BOE: October 13, 2011

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Jana Atwell, District Clerk