

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

Place: Library

Thursday, August 10, 2006

Time: 6:30 PM

MINUTES

1. Call to Order

at: 6:37 PM

by: President LaRock

A. Pledge of Allegiance

B. Roll Call

√Alice LaRock

√George Maffey

√Jim Carroll

√David Goldwasser

√Kathleen Carter-Martinez

C. Introduction of Attendees

Also Present: Karen B. Tromblee - Superintendent

Visitors: Daniel McCormick

Jana Atwell – District Clerk

Cheryl Phillips

Sheila Borden – District Treasurer

2. Oath of Office

The oath of office will be administered by the District Clerk to the Vice Principal, Michele Friedman.

Oath will be done at the Special Meeting on August 14, 2006.

3. Public Comment (5 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 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 was opened for public comment, none voiced.

4. Reports/Presentations

A. Superintendent's Report – Karen Tromblee

- Board Member E-mail – This topic will be discussed further at a Board Retreat.

- Head Lice Policy – Currently we have no policy. Sample policies were distributed for review and further discussion at another meeting.

B. Business Administrator's Report – Sheila Borden, District Treasurer

- We have been contacted by the Comptroller's Office regarding the upcoming audit.

Information they requested (payroll, accounts payable, etc.) has been forwarded to them.

- Amy is currently being trained for payroll.

- Barbara Dwyer will be here on August 14, 2006 to meet with the Board to review the audit (2005-2006).

- We received (approximately) an additional \$100,000 more in revenue than expected.

C. Superintendent of Buildings & Grounds Report – Robert King

- Work is being done to fix the boy's bathroom between the 1st and 2nd grade classrooms.

- Painting is currently being done on the first floor.

D. Board Member Report/Presentation – Overview of Academy for Public School

Governance, Kathleen Carter-Martinez

- A general overview of the NYSSBA conference was provided by Ms. Carter-Martinez.

E. Board Committee Reports

1. Finance/Audit Committee (none at this time)

2. Buildings & Grounds/Safety Committee (none at this time)

3. Technology Committee (none at this time)

4. Joint Study Committee (none at this time)

5. Character Education Committee (none at this time)

5. Minutes

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

- **July 11, 2006** (Reorganization & Regular Meeting) as presented

Motion: David Goldwasser Seconded: George Maffey Yes: 4 No: 0 Abstain: 0 **Accept**

6. Unfinished Business

A. Twenty Day Emergency Fingerprint Clearance

Resolved that the Superintendent of Schools recommends to the Board of Education the approval of a twenty day emergency conditional fingerprint clearance for the following:

- Angie Peters
- Nancy Garron
- Thistle Carson
- Amy Jacques
- Leo Merrill
- Cynthia Lawson
- Jeremy Lawrence
- Lucinda Ives
- Kristin McKinnon
- Matthew Record
- Susan Cook
- Michele Friedman
- Alice Scott

Motion: George Maffey Seconded: Kathleen Carter-Martinez Yes: 4 No: 0 Abstain: 0 **Accept**

7. New Business

A. Personnel

1. Appointments – Boyle, Simpson, Donaldson, Clark, Cline, Griswold, Demetros, Howard

a) Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of Nancy Boyle to the position of School Tax Collector for the 2006-2007 school year at a rate of \$2,300.

Motion: David Goldwasser Seconded: George Maffey Yes: 4 No: 0 Abstain: 0 **Accept**

b) Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of Dale Simpson to the position of part time food service helper three (3) hours per day at an hourly rate of \$8.30 effective September 5, 2006.

Motion: David Goldwasser Seconded: Kathleen Carter-Martinez Yes:4 No:0 Abstain:0 **Accept**

c) Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of Shirley Donaldson as substitute food service helper at an hourly rate of \$7.65 effective September 5, 2006.

Motion: Kathleen Carter-Martinez Seconded: David Goldwasser Yes:4 No:0 Abstain:0 **Accept**

d) Resolved that the Superintendent of Schools recommends to the Board of Education to employ Lawrence Clark as a painter (on an as needed basis) at an hourly rate of \$10 effective July 17, 2006.

Motion: David Goldwasser Seconded: Kathleen Carter-Martinez Yes:4 No:0 Abstain:0 **Accept**

e) Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of Patricia Cline as part time food service helper for the 2006 summer breakfast and lunch program one (1) hour per day at an hourly rate of \$12 effective July 6, 2006 to August 10, 2006.

Motion: David Goldwasser Seconded: George Maffey Yes: 4 No: 0 Abstain: 0 **Accept**

f) Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of Trina Griswold as substitute teacher for the Summer Peaks Club at an hourly rate of \$24 effective July 18, 2006 to August 10, 2006.

Motion: George Maffey Seconded: Kathleen Carter-Martinez Yes:4 No:0 Abstain:0 **Accept**

g) Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of Kathleen Demetros to the position of Teacher Assistant at a rate of \$20,507 (pending negotiations) effective September 5, 2006.

Motion: Kathleen Carter-Martinez Seconded: George Maffey Yes:4 No:0 Abstain:0 **Accept**

h) Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of Lori Howard as a substitute food service helper on an emergency conditional basis pending clearance through Central Registry at an hourly rate of \$7.65 effective September 5, 2006.

Motion: Kathleen Carter-Martinez Seconded: David Goldwasser Yes:4 No:0 Abstain:0 **Accept**

2. Intent to Retire (none at this time)
3. Request to End Employment
 - a) Resolved that the Superintendent of Schools recommends to the Board of Education the acceptance of the resignation as submitted by Corey Mousseau, Physics Teacher effective July 24, 2006.

Motion: Kathleen Carter-Martinez Seconded: George Maffey Yes:4 No: 0 Abstain:0 **Accept**

4. Child Rearing Leave (none at this time)
5. Tenure (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. Resolved that the Superintendent of Schools recommends to the Board of Education the acceptance of a \$2,000 donation received from Mr. and Mrs. David Allen to be added to the Westport Education Scholarship Fund.

Motion: George Maffey Seconded: David Goldwasser Yes: 4 No: 0 Abstain:0 **Accept**

2. Resolved that the Superintendent of Schools recommends to the Board of Education the establishment of an Extracurricular Petty Cash Account in the amount of \$100 to be maintained by the Extracurricular Activity Fund Treasurer, Michael Ratner. These funds will be used to set up the cash bank for extracurricular activities.

Motion: George Maffey Seconded: Kathleen Carter-Martinez Yes: 4 No:0 Abstain:0 **Accept**

3. Resolved that the Superintendent of Schools recommends to the Board of Education the approval of the *Facility Use Requests* as submitted by:
 - a) Adirondack Community Action Programs (ACAP), Linda Ellsworth for the purpose of hosting After School Program Re-Registration in the cafeteria, auditorium or hallway on August 9, 2006 from 2 PM – 6 PM. (Note: verbal approval was given by the Board President on August 3, 2006 due to the timing of this request and the date of the Board meeting.)

Motion: George Maffey Seconded: Kathleen Carter-Martinez Yes:4 No:0 Abstain:0 **Accept**

- b) Boys Scouts of America, Jason Rabideau for the purpose of hosting Cub Scout registration and parent meeting in the cafeteria or an elementary classroom on September 20th and 27th, 2006 from 6 PM to 8 PM.

Motion: David Goldwasser Seconded: Kathleen Carter-Martinez Yes:4 No:0 Abstain:0 **Accept**

4. Resolved that the Superintendent of Schools recommends to the Board of Education the approval of the CVES CV-TEC Adult Education and Safety Education Sponsorship Agreement CO-SER 103 Adult Education and CO-SER 401 Accident Prevention/Pre-licensing. (Agreement attached.)

Motion: David Goldwasser Seconded: George Maffey Yes: 4 No: 0 Abstain: 0 **Accept**

5. Lunch Program and Prices – Discussion
Discussion evolved regarding the 2005-2006 lunch program and prices. At this time, lunch prices for the 2006-2007 school year will not be increased.

C. Policy

1. Public Comment – Discussion
Review for further discussion at next meeting.
2. Meal Charging – Discussion
Review for further discussion at next meeting.
3. Commencement Exercises – Discussion
Review for further discussion at next meeting.

8. Financial

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

- Multi-Fund Checking Account Dated 7/21/06 Reported 6/30/06
- Multi-Fund Money Market Account Dated 7/17/06 Reported 6/30/06
- New York Liquid Assets Fund Dated 7/26/06 Reported 6/30/06
- Budget Transfer Schedule 10 Dated 7/21/06
- Consolidated Payroll Dated 6/30/06
- Cash Receipt Schedule CR-12 Dated 7/14/06
- Transaction Listing (Cash Special Reserves Unemployment) Dated 7/26/06
- Transaction Listing (Reserve Energy Performance) Dated 7/26/06
- Warrant Schedule WN-1 Dated 7/31/06
- Consolidated Payroll Dated July 31, 2006
- NY State Summer Reimbursement
- Revenue Status Fund A General Fund Report Date 7/31/06
- Comprehensive Budget Status Fund A General Fund Report Date 7/31/06
- Budget Transfer Schedule 11 Dated 8/8/06

Motion: David Goldwasser Seconded: George Maffey Yes: 4 No: 0 Abstain: 0 **Accept**

9. Additional Items to Discuss

Reorganization & Regular Meeting Date Change (July 2007)

Meeting date will be changed from July 5, 2007 to July 10, 2007.

10. Public Comment (5 minutes)

Floor was opened for public comment, none voiced.

11. Adjournment

Time: 8:16 PM Motion: Kathleen Carter-Martinez Seconded: George Maffey

Next Meeting: Special Meeting August 14, 2006 8:00 AM Superintendent’s Office

Regular Meeting September 14, 2006 6:30 PM Library

Minutes of the Clerk are not official until approved by the Board.

Jana Atwell, District Clerk

Date Approved by the BOE