

Westport Central School District
Budget & Regular Board of Education Meeting

Place: Library

Thursday, December 14, 2006

Time: 5:30 PM

MINUTES

1. Call to Order

at: 5:44 PM

by: Vice President Maffey

A. Pledge of Allegiance

B. Roll Call

Alice LaRock (absent)

√ George Maffey

√ Jim Carroll

√ David Goldwasser

√ Kathleen carterMartinez (entered
6:25 PM & exited 10:05 PM)

C. Introduction of Attendees

Also Present: Karen B. Tromblee, Superintendent	Visitors: Cheryl Phillips
Jana Atwell, District Clerk	Daniel McCormick
Sheila Borden, District Treasurer	Robert King
Michele Friedman, Vice Principal	Paul Mudie

2. Budget Discussion

The following line items were reviewed Board of Education, school administration, finance, legal, public information, operation and maintenance, health, transportation, debt service and special items.

3. Spotlight on Education – CVES Educational Presentation, District Superintendent Mr. Craig King Champlain Valley Educational Services representatives Mr. Craig King, Ms. Teri Calabrese-Gray, Ms. Fran Manion, and Dr. Barry Mack provided a very informational and interesting power point presentation which included the accomplishments and programs of the Instructional Services Center, Special Education and CV-TEC divisions of CVES. The theme of the presentation was “improving student achievement”. In closing, a DVD presentation entitled “Success at CVES” was viewed by all present.

4. 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.

Paul Mudie advised that he had spoken with Karen Rock and explained to her that there would not be an exit interview as the District did not have a policy, but that she was welcome to address the Board. Mr. Mudie stated that it is the request of Mrs. Rock to address the Board of Education without the presence of the Superintendent. Vice President Maffey requested Mr. Mudie inform Mrs. Rock to contact the District Clerk to make arrangements to meet with the Board.

5. CSE Recommendations

Resolved that the Superintendent of Schools recommends to the Board of Education the approval of the CSE recommendations for the following student number 007-06-07 and 009-05-06. (Recommendations attached.)

Motion: David Goldwasser Seconded: Kathleen carterMartinez Yes: 4 No: 0 Abstain: 0 **Accept**

6. Reports/Presentations

A. Superintendent’s Report – Karen Tromblee

- Northeastern Council of School Superintendents Winter Conference – Superintendent Tromblee attended the annual conference held in Lake Placid in addition to other superintendents from the Franklin/Erie/Hamilton and CVES BOCES districts. Topics of discussion including the preparedness of our students and keeping our districts safe.
- Early Release December 14, 2006 – The afternoon was divided into two sections. Laura Parks-Recore from SETRC gave a presentation on RTI to the K-6 teachers, Reading First Providers, Guidance Counselor, Special Education Teachers and the High School AIS Provider. Grades 7 – 12 teachers discussed curriculum mapping.

B. Business Administrator’s Report – Sheila Borden

- State aid revenue is coming in as planned
- The District has already earned over \$4,200 more in interest earnings than planned.
- Request for Proposals (RFP’s) have been placed in the newspapers for physician

services, district auditor and tax collector for the 2007-2008 school year.

- As of the end of November the District has received some REAP funds (\$10,000) from prior years that had been assumed was in our regular state aid package but wasn't. An appeal was placed and we have started to receive funds. The REAP funds must be spent for the same purpose as our title funds (i.e. improving academic achievement of disadvantaged children, teacher training, enhancing education through technology and character education).

C. Superintendent of Buildings & Grounds Report – Robert King

- The noise/vibration from the pipes that was being heard throughout the building has been taken care of.
- A motor was replaced in the boiler.

D. Board Committee Reports

- Buildings & Grounds/Safety Committee – December 6, 2006

Guest speakers Ray Thatcher from Essex County Emergency Management Services and Jeff Sisson from CVES Health/Safety Management discussed Emergency Response Plans and the importance of practicing the drills established. The discussion and information provided will be very useful in the process of revising of our plan.

- Joint Study Committee - November 29, 2006

The committee discussed assessment information for AIS and pre-intervention instruction. The intent is to classify fewer students for CSE.

- Character Education Committee – December 4, 2006

A review of November's assembly featuring the high school student performance was provided. Assemblies will be held in December for both the elementary and high school classes. The first annual food drive collected over 950 items to be donated to the local food shelf. The Junior Class was the winner with over 460 items donated.

7. Minutes

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

- **November 9, 2006** (Regular Meeting) as presented
- **November 20, 2006** (Special Meeting) as presented
- **November 30, 2006** (Special Meeting) as presented
- **December 7, 2006** (Special Meeting) as presented

Motion: Jim Carroll Seconded: David Goldwasser Yes: 4 No: 0 Abstain: 0 **Accept**

8. 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 | - Peg Goldman |
| - Thistle Carson | - Keith Tait |
| - Amy Jacques | - Kathy Drew |
| - Matthew Record | - George Lavin |
| - Susan Cook | - Lawrence Clark |
| - Michele Friedman | - Steven Thorne |
| - Alice Scott | - Katherine Brown |
| - Lori Howard | - Toni Reheuser |
| - Alyson Monaghan | - Melanie Bliss |
| - Jason Fiegl | - Jennifer Marshall |

Motion: Jim Carroll Seconded: David Goldwasser Yes: 4 No: 0 Abstain: 0 **Accept**

9. New Business

A. Personnel

1. Appointments – Pulsifer, Sheldon, Fenton, and Bubbins,

a) Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of Kendra Pulsifer as a substitute teacher at a rate of \$60 (non-certified) per day on an emergency conditional basis pending clearance through Central Registry effective December 15, 2006.

Motion: David Goldwasser Seconded: Kathleen carterMartinez Yes: 4 No: 0 Abstain: 0 **Accept**

b) Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of Kathryn Sheldon as a substitute teacher at a rate of \$60 (non-certified) per

day on an emergency conditional basis pending clearance through Central Registry effective December 15, 2006.

Motion: David Goldwasser Seconded: Kathleen carterMartinez Yes: 4 No: 0 Abstain: 0 **Accept**

c) Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of Paul Fenton as a substitute teacher at a rate of \$60 (non-certified) per day on an emergency conditional basis pending clearance through Central Registry effective December 15, 2006.

Motion: Kathleen carterMartinez Seconded: David Goldwasser Yes: 4 No: 0 Abstain: 0 **Accept**

d) Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of Lynn Bubbins as a substitute teacher at a rate of \$70 (certified) per day on an emergency conditional basis pending clearance through Central Registry effective December 15, 2006.

Motion: David Goldwasser Seconded: Jim Carroll Yes: 4 No: 0 Abstain: 0 **Accept**

2. Extracurricular Appointment - Monaghan

a) Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of Alyson Monaghan as Yearbook Advisor for the remainder of the 2006-2007 school year effective December 15, 2006 at a (prorated) stipend per the current Westport Education Association Contract (pending negotiations).

Motion: Jim Carroll Seconded: Kathleen carterMartinez Yes: 4 No: 0 Abstain: 0 **Accept**

3. Intent to Retire (none at this time)

4. Request to End Employment – Griswold

Resolved that the Superintendent of Schools recommends to the Board of Education the acceptance of the letter of resignation as submitted by Trina Griswold, K-3 Reading Teacher effective January 1, 2007.

Motion: David Goldwasser Seconded: Kathleen carterMartinez Yes: 4 No: 0 Abstain: 0 **Accept**

5. Tenure – Bedore

Resolved that the Superintendent of Schools recommends to the Board of Education the tenure appointment of Kathy Bedore in the tenure area of elementary education commencing January 12, 2007 certification status Pre-Kindergarten, Kindergarten and Grades 1-6 permanent.

Motion: Kathleen carterMartinez Seconded: Jim Carroll Yes: 4 No: 0 Abstain: 0 **Accept**

6. Child Rearing Leave (none at this time)

7. Unpaid Leave (none at this time)

8. Termination (none at this time)

9. 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 the following donations:

a) an exercise bike valued at \$250 from Dr. and Mrs. George T.C. Way,

Motion: Jim Carroll Seconded: Kathleen carterMartinez Yes: 4 No: 0 Abstain: 0 **Accept**

b) \$100 for the music department from Dr. and Mrs. Robert Carroll, and

Motion: Kathleen carterMartinez Seconded: David Goldwasser Yes: 4 No: 0 Abstain: 0 **Accept**

c) \$1,000 to help pay for students to go to the NYSTEA drama workshop from Mrs. Diane Carroll on behalf of the Rogers-Carroll Family Foundation.

Motion: David Goldwasser Seconded: Kathleen carterMartinez Yes: 4 No: 0 Abstain: 0 **Accept**

2. Resolved that the Superintendent of Schools recommends to the Board of Education the approval of the *Facility Use Requests* submitted by:

- a) Irwin Borden, Westport Fire Department requesting the use of the kitchen, cafeteria and home ec. room for the purpose of hosting the Oyster Supper on March 17, 2007 from noon to 9 PM.

Motion: Jim Carroll Seconded: Kathleen carterMartinez Yes: 4 No: 0 Abstain: 0 **Accept**

- b) Jeff Schwoebel, Westport Youth Commission requesting the use of the auditorium and gym for biddy basketball on Tuesdays 3 PM to 4:45 PM and Saturdays 8 AM to 10 AM (1/6, 1/9, 1/13, 1/16, 1/20, 1/23, 1/27, 1/30, 2/3, 2/6, 2/10, 2/13, 2/27, 3/3, 3/6, 3/10, 3/13, 3/17, 3/20 and 3/24/07).

Note: Approval for the use of the gym and auditorium was given for 1/6, 1/9, 1/13, 1/16, 1/20, 1/23, 1/27 and 1/30.

Motion: David Goldwasser Seconded: Kathleen carterMartinez Yes: 4 No: 0 Abstain: 0 **Accept**

The following dates were **tabled** for the January 18, 2007 Board of Education meeting pending further discussion between the Drama Club Advisors and the Youth Commission representative: 2/3, 2/6, 2/10, 2/13, 2/27, 3/3, 3/6, 3/10, 3/13, 3/17, 3/20 and 3/24/07).

3. Resolved that the Superintendent of Schools recommends to the Board of Education the approval of the request for a bus and mileage donation as submitted by Holly Mitchell on behalf of the Westport Youth Commission for ski trips to Whiteface Mountain on January 7, January 21, January 28, February 4, February 11, March 4, March 11, March 18, March 25 and April 1, 2007. The Youth Commission would compensate the (WCS) bus driver at the agreed upon rate of \$12 per hour.

Motion: Kathleen carterMartinez Seconded: David Goldwasser Yes: 4 No: 0 Abstain: 0 **Accept**

4. Resolved that the Superintendent of Schools recommends to the Board of Education the approval of an award ceremony in the Bulles Auditorium (date to be determined) to issue a high school diploma for Mr. Raymond J. Fleury, World War II veteran to his widow, Mrs. Helene Fleury.

Motion: David Goldwasser Seconded: Kathleen carterMartinez Yes: 4 No: 0 Abstain: 0 **Accept**

5. Resolved that the Superintendent of Schools recommends to the Board of Education to increase the Medicare reimbursement premium to retirees to \$93.50 per month (\$88.50 in 2006) starting with the payment made in April 2007 for January, February and March.

Motion: Jim Carroll Seconded: David Goldwasser Yes: 4 No: 0 Abstain: 0 **Accept**

6. Resolved that the Superintendent of Schools recommends to the Board of Education to authorize a letter of intent to purchase one (1) item #4 Bluebird Vision school bus from the 2004 State Contract PC18543 per the attached specifications and less the trade-in value of \$3,500 on Bus 36. This letter of intent would be contingent upon May 2007 voter approval and in no way obligates the school to the bus should the voters fail to approve the purchase of said bus.

Motion: David Goldwasser Seconded: Jim Carroll Yes: 4 No: 0 Abstain: 0 **Accept**

C. Policy

1. Meal Charging – Tabled until Cafeteria Committee Meeting is held.
2. Title 1 Parent Involvement – Discussion. Policy will be presented for first reading at the January Board meeting.
3. Emergency School Closings: Extraordinary Condition Days/Student Attendance – Second Reading

10. Financial

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

- Warrant Schedule WN-5 Dated 12/1/06

- Multi-Fund Money Market Account Dated 11/7/06 Reported 10/31/06
- Multi-Fund Checking Account Dated 11/7/06 Reported 8/31/06
- Multi-Fund Checking Account Dated 11/7/06 Reported 9/30/06
- Multi-Fund Checking Account Dated 11/30/06 Reported 10/31/06
- General Ledger Report From 7/1/06 to 11/9/06
- General Ledger Report From 7/1/06 to 12/5/06
- Budget Transfer Schedule – 2 Dated 12/11/06
- Comprehensive Budget Status Report Dated 11/30/06
- New York Liquid Assets Fund Dated 11/9/06 Reported 7/31/06
- New York Liquid Assets Fund Dated 11/9/06 Reported 8/31/06
- New York Liquid Assets Fund Dated 11/9/06 Reported 9/30/06
- New York Liquid Assets Fund Dated 11/9/06 Reported 10/31/06
- Consolidated Payroll Dated 10/31/06

Motion: David Goldwasser Seconded: Kathleen carterMartinez Yes: 4 No: 0 Abstain: 0 **Accept**

11. Additional Items to Discuss

Mr. Carroll stated he attended a Workforce Investment Board Meeting. Discussion included rural areas becoming knowledge based economies, creating a “cool town”.

12. Public Comment (5 minutes)

Floor was opened for public comment, none voiced.

13. Executive Session

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: 9:16 PM Motion: David Goldwasser Seconded: Jim Carroll Yes: 4 No: 0 Abstain: 0
Accept

Out: 10:06 PM Motion: David Goldwasser Seconded: Jim Carroll Yes: 4 No: 0 Abstain: 0
Accept

The Superintendent of Schools recommends to the Board of Education if a long-term substitute position is required to fill the vacant K-3 Reading Teacher position, the rate of pay for this position will be \$100 per day.

Motion: Jim Carroll Seconded: David Goldwasser Yes: 3 No: 0 Abstain: 0 **Accept**

14. Adjournment

Time: 10:08 PM Motion: David Goldwasser Seconded: Jim Carroll

Next Meeting: Budget & Regular Meeting Thursday, January 18, 2007 at 5:30 PM in the Library

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

Date Approved by the BOE

Jana Atwell, District Clerk