

**Westport Central School District**  
**Special, Budget & Regular Board of Education Meeting**

**Place: Library**

**Tuesday, February 27, 2007**

**Time: 5:00 PM**

**MINUTES**

**1. Call to Order**

**at: 5:07 PM**

**by: President LaRock**

**A. Pledge of Allegiance**

**B. Roll Call**

√ Alice LaRock

√ George Maffey

√ Jim Carroll

√ David Goldwasser (arrived 5:09 PM) √ Kathleen carterMartinez (exited at 8:00 PM)

**C. Introduction of Attendees**

Also Present: Karen B. Tromblee, Superintendent

Jana Atwell, District Clerk

Sheila Borden, District Treasurer (exited at 8 PM)

Visitors: Michele Friedman

Robert King

Paul Mudie

Dan Mannix

Daniel McCormick

Dale Ferris

Alvin Reiner

Don Markwica

Jeff Marcotte

Cheryl Phillips

**2. Level II Grievance**

Jeff Marcotte, on behalf of the Westport Education Association, thanked the Board of Education for the opportunity to present the level II grievance in person. Mr. Marcotte explained that the Association believed that the request by the Superintendent for curriculum mapping to be completed by the faculty was a contractual issue, not that it shouldn't be done. President LaRock stated that the grievance will be taken into consideration and the Board will respond within fifteen (15) days.

**3. 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. Mr. Dan Mannix was invited to attend Executive Session.

In: 5:20 PM Motion: George Maffey Seconded: Jim Carroll Yes: 5 No: 0 Abstain: 0

**Accept**

Out: 7:00 PM Motion: Kathleen carterMartinez Seconded: Jim Carroll Yes: 5 No: 0 Abstain: 0

**Accept**

No action taken.

**4. Budget Discussion (item was moved to the end of agenda)**

Review of the Governor's proposal and any new programs.

**5. Oath of Office** – Superintendent Tromblee

The oath of office was administered by the District Clerk to Superintendent Tromblee.

**6. Spotlight on Education** – New York State Theatre Education Association (NYSTEA) Presentation, Drama Club

A slide show presentation was conducted by Jim Carroll on behalf of the Drama Club regarding their recent trip to the NYSTEA workshops in Kerhonkson, New York. Ten members of the Drama Club attended several different workshops along with other students from throughout New York State. The attending members enjoyed the opportunity to participate and experience in several of the workshops offered.

**7. Senior Trip Presentation** – Class of 2007

Senior class advisor Cheryl Phillips explained that the destination for the Class of 2007's Senior Trip is Boston from Friday, May 25 (if approved) to Sunday, May 27, 2007. The trip will include educational and historical sites such as the Freedom Trail, the Museum of Math and Science, the House of Seven Gables, and a possible harbor boat tour. The class requested permission to leave on Friday, May 25<sup>th</sup> (school is in session on this day). They also requested use of a District bus and bus driver.

Motion by George Maffey, seconded by Kathleen carterMartinez to approve the request to leave on Friday, May 25, 2007, and the use of a District bus and bus driver for the Senior Class Trip to Boston. Motion carried.

**8. High School Bowling League** – Dale Ferris

Mr. Dale Ferris, owner and operator of the Willsboro Bowling Center, addressed the Board regarding the possibility of area high schools forming bowling teams using the bowling facility in Willsboro. Other area schools indicated interest therefore there may be a possibility of a merger team. Mr. Ferris has been in contact with John Gallagher, Section VII Director and if the District has any questions, they may contact Mr. Gallagher. President LaRock thanked Mr. Ferris for his presentation and advised that the Board will take this information into consideration.

**9. Point of Sale (POS) Cafeteria System** – Kevin Hubbard

Mr. Hubbard was not available this evening. His presentation will be rescheduled.

**10. Cafeteria Report** – Jim Bigley

Mr. Bigley was not available this evening. His presentation will be rescheduled.

**10. 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.

Mr. Mudie thanked the Board for giving Karen Rock the opportunity to speak with them.

**11. 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. Karen Rock was invited to attend Executive Session.

In: 7:41 PM Motion: George Maffey Seconded: David Goldwasser Yes: 5 No: 0 Abstain: 0  
**Accept**

Out: 8:06 PM Motion: Jim Carroll Seconded: David Goldwasser Yes: 5 No: 0 Abstain: 0  
**Accept**

No action taken.

## **12. 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 010-01-02, 66, 003-06-07, 504-04-06, 005-02-03 and 007-07-07. (Recommendations attached.)

Motion by David Goldwasser, seconded by Jim Carroll to go into Executive Session at 8:12 PM to discuss CSE recommendations. Motion carried.

Motion by Jim Carroll, seconded by George Maffey to return to regular session at 8:34 PM.

Approve CSE recommendations.

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

Motion by Jim Carroll, seconded by David Goldwasser to appoint a full-time aide for the remainder of the 2006-2007 school year based upon CSE recommendations 003-06-07 and 007-06-07. Motion carried.

## **13. Reports**

### **A. Superintendent's Report – Karen Tromblee**

- Clinton/Essex County School Board Association Meeting March 1, 2007 – Reminder the legislative dinner will be held at the Hilton in Lake Placid.
- LAP (local assistance plan) – Due to our NYS math scores from the 2005-2006 school year not meeting the state benchmark of 155, the District must submit a LAP plan advising of the corrective actions the District will take.
- Essex County School Music Association – WCS hosted the auditions for the Essex County School Music Association Scholarship Committee and we are proud to advise that our student, Daniel Linder was chosen as the recipient for the scholarship this year.
- Audit Update – The exit (audit) interview with the NYS Comptrollers Office was held this month. A letter of response including our corrective action plan will be sent to the Comptroller's Office.

### **B. Business Administrator's Report – Sheila Borden**

### **C. Superintendent of Buildings & Grounds Report – Robert King**

- The annual insurance inspection was completed by a Utica National Insurance representative. A few minor repairs were documented and are currently being completed.

- During the mid-winter break painting in the gym and hallway area was done with assistance from Moriah Shock.
- Currently the lighting (fixtures) in the gym are being examined as the gym lighting appears to be getting dimmer.

**D. Board Committee Reports**

- Joint Study – January 24, 2007

Discussed the goal of the Instructional Support Team (IST) which is to avoid (CSE) classification. The team will consist of various people who will discuss and develop a plan (RTI – response to intervention) for each referred student.

- Technology Committee – February 15, 2007 (meeting was cancelled due to snow day)
- Buildings & Grounds/Safety Committee – February 7, 2007

Discussed the lock down drill held on February 8<sup>th</sup>.

- Character Education Committee – February 5, 2007

The monthly character education themes have been communicated through weekly Newsnotes to students, parents and community members. The theme for March will be courtesy. A program has tentatively been scheduled in March to celebrate our character education themes.

**14. Minutes**

Resolved that the Board of Education does hereby approve the minutes of the meeting of the Board of Education held on: - **January 18, 2007** (Budget & Regular Meeting) as presented

Motion: Jim Carroll    Seconded: George Maffey    Yes: 4    No: 0    Abstain: 0                    **Accept**

**15. 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     | - George Lavin      |
| - Thistle Carson   | - Lawrence Clark    |
| - Amy Jacques      | - Steven Thorne     |
| - Matthew Record   | - Katherine Brown   |
| - Susan Cook       | - Toni Reheuser     |
| - Michele Friedman | - Melanie Bliss     |
| - Alice Scott      | - Jennifer Marshall |
| - Lori Howard      | - Kendra Pulsifer   |
| - Alyson Monaghan  | - Kathryn Sheldon   |
| - Jason Fiegl      | - Paul Fenton       |
| - Peg Goldman      | - Lynn Bubbins      |
| - Keith Tait       | - Cindy Lawson      |
| - Kathy Drew       |                     |

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

**16. New Business**

**A. Personnel**

1. Appointments – Bubbins, Donaldson
  - a) Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of Lynn Bubbins as a Reading First Reading teacher ten (10) month

employee, on a probationary basis in the tenure area of reading at a total salary of \$38,025 (pending negotiations) which includes step 1 \$34,487, masters \$1,018 (pending receipt of new transcript) and twenty-four (24) credit hours \$2,016 (pending receipt of new transcript). The date of commencement of probationary service is February 28, 2007 with the expiration date of the appointment being June 30, 2008. This appointment will expire when the Reading First Grant expires.

Motion: George Maffey Seconded: Jim Carroll Yes: 4 No: 0 Abstain: 0 **Accept**

- b) Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of Shirley Donaldson to the position of half-time cleaner twenty (20) hours per week within a seven (7) day week at a rate of \$8.30 per hour effective February 28, 2007.

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

2. Extracurricular Appointment – Russell, Monty

Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of:

- a) Craig Russell as Modified Baseball Coach for the 2006-2007 school year at a stipend per the current Westport Education Association Contract (pending negotiations). Note: finger-print clearance on file.

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

- b) James Monty as Varsity Softball Coach for the 2006-2007 school year on an emergency conditional basis pending clearance through Central Registry at a stipend per the current Westport Education Association Contract (pending negotiations).

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

3. Request to End Employment – Boyle

Resolved that the Superintendent of Schools recommends to the Board of Education the acceptance of the resignation as submitted by Rhonda Spaulding Boyle, substitute teacher effective February 1, 2007.

Motion: George Maffey Seconded: Jim Carroll Yes: 4 No: 0 Abstain: 0 **Accept**

4. Intent to Retire (none at this time)
5. Tenure (none at this time)
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. Facility Use Requests

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

- a) Paul Rossi, Champlain Valley Fencing Club requesting the use of the auditorium or gym for fencing club practice two (2) times per week, 1 – 1 ½ hours per session beginning the latter part of January 2007.

**No action** – facility is no longer being requested.

- b) Thomas McKinley, AAU Basketball requesting the use of the gym for basketball practice per the attached schedule beginning March 31, 2007.

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

- c) Carol Schwoebel, Dr. Thomas Tanneberger Alumni Basketball Tournament requesting the use of the gym and room #007 for the Alumni Basketball Tournament on Saturday, March 17, 2007.

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

- d) Carol Schwoebel requesting the use of the gym for women's basketball practice on Sundays at 4 PM beginning March 11, 2007.

Motion: Jim Carroll Seconded: George Maffey Yes: 4 No: 0 Abstain: 0 **Accept**

## 2. Donations

Resolved that the Superintendent of Schools recommends to the Board of Education the acceptance of the following donations to the Art Department in memory of Heather Ann Vanderhoof:

- \$50 from Chazy-Westport Telephone Corporation
- \$100 from Mr. and Mrs. William Johnston
- \$20 from Mr. and Mrs. Doug Sears
- \$25 from Mr. and Mrs. Donald McIntyre
- \$110 from Mr. Roderick MacIver
- \$25 from Linda Dolly Photography

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

## 3. Behind the Wall – Discussion

President LaRock stated that a community member had expressed concerns (via a letter addressed to the Board) regarding the student publication *Behind the Wall* and perhaps it is time the Board consider this publication. A Board member advised that they would be in favor of a (BTW) representative coming to a future meeting for discussion of expectations with the Board providing expectations.

## C. Policy

### 1. Title 1 Parent Involvement – Update

This policy is being reviewed by the Shared Decision Making Committee. Parents will be invited to participate in an evening of further discussion regarding this required policy.

## 17. Financial

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

- Warrant Schedule WN-7 Dated 2/2/07
- Cash Receipt Schedule CR-7 Dated 2/6/07
- General Ledger Report From 7/1/06 To 2/12/07
- Budget Transfer Schedule 4 Dated 2/12/07
- Revenue Status Fund A Report Dated 1/31/07
- Comprehensive Budget Status Fund Report Dated 2/12/07

Motion:            Seconded:                    Yes: No: Abstain:                    Accept    Reject    **Table**

**18. Additional Items to Discuss**

Congratulations to Dan Linder for being chosen as the recipient of the Essex County School Music Association Scholarship.

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

Floor was opened for public comment, none voiced.

**20. Budget Discussion**

A very informative power point “Program Drives the Budget” was presented by Superintendent Tromblee. The power point included several topics including how our district compares to other districts in areas such as per pupil expenditures and enrollment, 2006-2007 budget components, where the money came from for the 2006-2007 budget and a comparison of the 2006-2007 and 2007-2008 governor’s proposal.

**21. 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: 10:18 PM Motion: David Goldwasser    Seconded: George Maffey    Yes: 4    No: 0    Abstain: 0  
**Accept**

Out: 10:40 PM Motion: George Maffey    Seconded: David Goldwasser    Yes: 4    No: 0    Abstain: 0  
**Accept**

No action taken.

**22. Adjournment**

Time: 10:41 PM    Motion: Jim Carroll                    Seconded: David Goldwasser

**Next Meeting:** Special Budget Meeting Tuesday, March 6, 2007 at 6:00 PM in the Library  
Budget & Regular Meeting Thursday, March 15, 2007 at 5:30 PM in the Library

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

Approved by the BOE March 15, 2007

Jana Atwell, District Clerk