

Westport Central School District

Budget Session & Regular

Board of Education Meeting

Place: Library

Thursday, March 13, 2008

Time: 5:30 PM

MINUTES

1. Call to Order

at: 5:36 PM

by: President LaRock

A. Roll Call

√ Alice LaRock

√ George Maffey

√ Jim Carroll (arrived 5:38 PM)

√ David Goldwasser

√ Kathleen carterMartinez (arrived 5:46 PM)

B. Introduction of Attendees

Also Present: Karen B. Tromblee, Superintendent

Visitors: Janice Kyle

Jana Atwell, District Clerk

Cheryl Phillips

Sheila Borden, District Treasurer

Chris Maron

Michele Friedman, Vice Principal

Craig Russell

C. Pledge of Allegiance

2. 2008 – 2009 School Year Budget Outline

Janice Kyle presented information regarding the estimated costs (obtained in 2003 and 2005) for restoration and future maintenance needs for the Steinway grand piano. The piano is currently being refurbished. Sheila will obtain current quotes and any additional information.

The total budget and revenues were reviewed.

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.

Chris Maron questioned why the unused snow day (if any) couldn't be used in June to shorten the school year. He also commended the Board for their dedication in meeting to review and discuss the budget process.

4. Reports/Presentations

A. Superintendent's Report – Karen Tromblee

Bus Accident – A bus accident occurred earlier this morning involving our students, our bus driver, and a hit and run driver. The bus driver and all students are fine. Thank you to our local fire departments, emergency personnel and NYS police for their timely response. Phone calls were made to each student's parents and a letter was sent home with all students K-12.

Section 7 Championship – Congratulations to both our boys' and girls' varsity basketball teams for a great job this year, they are all exceptional athletes.

Professional Development Options at CVES (2008-2009) – A schedule of professional development options for the 2008-2009 is currently available.

2008 – 2009 School Calendar – Please review for adoption at the Board of Education meeting next month.

CVES BOE Member Election April 24, 2008 – We must meet on this date to vote on a CVES Board Member.

B. District Treasurer's Report – Sheila Borden

- The 2008-2009 budget continues to be a priority.

- All requisitions are in from the teachers.

C. Superintendent of Buildings & Grounds Report – Robert King

- Tony Ploufe (bus driver) did an excellent job of handling the accident situation this morning.

- A copy of the fire inspection reports were distributed to Board members for their review.

D. Board Committee Reports

Technology (3/4/08) – The committee reviewed a presentation of the new website and discussed the need for a webmaster.

5. Minutes

Resolved that the Board of Education does hereby approve the minutes of the meeting of the Board of Education held on: - **February 14, 2008** (Budget & Regular Meeting) as presented

Motion: David Goldwasser Seconded: Kathleen carterMartinez Yes: 5 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:

- Lawrence Clark
- Cathie Clark
- Adam Gaal

Motion: Jim Carroll Seconded: George Maffey Yes: 5 No: 0 Abstain: 0 **Accept**

7. New Business

A. Personnel

1. Appointment - Wright

Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of Janine Wright as a substitute teacher with a 20 day emergency fingerprint clearance at a rate of \$60 (non-certified) per day effective March 14, 2008.

Motion: David Goldwasser Seconded: George Maffey Yes: 5 No: 0 Abstain: 0 **Accept**

2. Extracurricular Appointments – Chambers, Bosley

a) Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of Vicki L. Chambers to the extracurricular position of Co-Advisor of the Talent Show for the 2007-2008 school year at a stipend per the current WEA contract.

Motion: Jim Carroll Seconded: David Goldwasser Yes: 5 No: 0 Abstain: 0 **Accept**

b) Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of Rebecca L. Bosley to the extracurricular position of Tennis Coach for the 2007-2008 school year at a stipend per the current WEA contract.

Motion: David Goldwasser Seconded: George Maffey Yes: 5 No: 0 Abstain: 0 **Accept**

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

4. Intent to Retire – Borden

Resolved that the Superintendent of Schools recommends to the Board of Education the acceptance and approval of the letter of intent to retire as submitted by Sheila A. Borden from her position as District Treasurer effective July 4, 2008. Mrs. Borden may continue to work on a per diem basis through July 2008 to complete the end of year reports and for training.

Motion: Jim Carroll Seconded: George Maffey Yes: 5 No: 0 Abstain: 0 **Accept**

The Board of Education wishes to thank Mrs. Borden for all that she has done for the District.

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 Request

Resolved that the Superintendent of Schools recommends to the Board of Education the approval of the *Facility Use Request* as submitted by Thomas McKinley on behalf of the Lady Miners AAU (girls basketball) for the use of the gymnasium for the purpose of holding basketball practice on March 29, April 5, May 3, May 10, May 17, May 24, and June 14 from 9 AM – 12 PM and June 18, 2008 from 5 PM – 8 PM.

Motion: George Maffey Seconded: David Goldwasser Yes: 5 No: 0 Abstain: 0 **Accept**

2. School Physician Appointment 2008-2009 School Year

Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of Elizabethtown Community Hospital as School Physician (medical provider) for the 2008-2009 school year at a rate of \$3,152.

Motion: David Goldwasser Seconded: George Maffey Yes: 5 No: 0 Abstain: 0 **Accept**

3. Unused Snow Days

Resolved that the Superintendent of Schools recommends to the Board of Education the approval to use Friday, May 23rd as an unused snow day (provided no other days are needed) for the 2007-2008 school year.

Motion: Jim Carroll Seconded: Kathleen carterMartinez Yes: 5 No: 0 Abstain: 0 **Accept**

4. Class of 2008 Graduation

Resolved that the Superintendent of Schools recommends to the Board of Education the approval to host graduation on Saturday, June 28, 2008 at 10:00 AM in the gymnasium.

Motion: George Maffey Seconded: Kathleen carterMartinez Yes: 5 No: 0 Abstain: 0 **Accept**

5. Authorization to Obtain a VISA Credit Card

BE IT RESOLVED WHEREAS, this business entity (i.e., corporation, partnership, limited liability company, association, or municipality, and its divisions and subsidiaries (collectively the "Borrower") desires to obtain financial accommodations from the Card issuer identified on Borrower's written or oral application for one or more Visa credit cards, and all replacement or substitute cards, (herein called "Card") to be issued by Card Issuer to employees of the Borrower.

NOW, THEREFORE, be it resolved that the following Officers of Borrower *Karen B. Tromblee* are authorized in the name of Borrower to apply to Card Issuer for issuance of Such Cards and to designate the following *Karen B. Tromblee* who shall be issued Cards in the name of Borrower and/or its division or subsidiary, and to execute such application forms and agree to such cardholder agreements, and amendments, as Card Issuer may require; any use by Borrower or any authorized cardholder of any Card shall constitute Borrower's acceptance and approval of all cardholder agreements and/or amendments previously delivered to Borrower.

FURTHER RESOLVED; that the Borrower shall certify to the Card Issuer the names of the presently duly qualified managers, members, partners, officers, and employees of Borrower to receive Cards (herein called a "Cardholder") and shall from time to time hereafter, as changes in such authorized Cardholders are made, immediately notify such changes to the Card Issuer, and the Card Issuer shall be fully protected in relying on such notifications of the Borrower and shall be indemnified and saved harmless from all claims and losses resulting from honoring Card transactions by such Cardholder so certified or refusing to honor any signature or Card transaction not so certified.

FURTHER RESOLVED; that the Card Issuer is authorized to act upon these Resolutions until written notice of their amendment is delivered to Card Issuer and that the authority hereby granted shall apply with equal force and effect to the successors in office of the officers herein named or to such partners.

FURTHER RESOLVED; that all controversies and questions concerning the intent and legal effect of any provisions of these Resolutions, the credit card account, and related credit cardholder agreement, shall be governed by and construed under and in accordance with the laws of the State of New York.

Motion: Jim Carroll Seconded: David Goldwasser Yes: 5 No: 0 Abstain: 0 **Accept**

6. 2007-2008 Westport Central School Tax Roll Correction

Resolved that the Superintendent of Schools recommends to the Board of Education the approval of the applications to refund the 2007-2008 Westport Central School Tax Roll for:

- Carolyn Golojuch account #725J105604 \$538.20
- Georgianna Anson account #725J189017 \$480.55
- Joann Grosskopf account #725J105013 \$538.20
- Mary Beal account #721A101401 \$1018.76

- Caroline Thompson-Rubino account #725J104311 \$375.17
- Gary Hansen account #721C101606 \$538.21
- Richard Stevenson account #725J106406 \$480.55
- Roger Adams account #725J102501 \$480.55

Motion: Jim Carroll Seconded: George Maffey Yes: 5 No: 0 Abstain: 0 **Accept**

C. Policy

1. District Policy Regarding Response to Intervention (RTI) Process – (Third Reading & Adoption)

Resolved that the Superintendent of Schools recommends to the Board of Education the adoption of the *District Policy Regarding Response to Intervention (RTI) Process* policy (#7212). (Copy attached.)

Motion: Jim Carroll Seconded: Kathleen carterMartinez Yes: 5 No: 0 Abstain: 0 **Accept**

8. Financial

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

- Cash Disbursement Schedule SN-8 All Funds Dated 3/3/08
- Cash Receipt Schedule SN-8 All Funds Dated 3/7/08
- New York Liquid Assets Fund Month Ending January 2008
- General Ledger Report From 1/1/08 to 3/1/08

Motion: David Goldwasser Seconded: George Maffey Yes: 5 No: 0 Abstain: 0 **Accept**

9. Additional Items to Discuss

Discussion evolved regarding volunteer assistants and coaches and what the original goal of the newly adopted policy was supposed to do.

A directive was given to the Superintendent in the form of a motion to continue with policy #3150 *School Volunteers* as written to be in compliance with the regulations while the Superintendent explores options for volunteers of athletic programs to be within the confinement of the law.

Motion: Jim Carroll Seconded: Kathleen carterMartinez Yes: 5 No: 0 Abstain: 0 **Accept**

10. Public Comment (5 minutes)

Craig Russell posed questions regarding Driver Education class and the procedure for scheduling a student in this class.

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.

In: 8:50 PM Motion: Kathleen carterMartinez Seconded: George Maffey Yes: 5 No: 0 Abstain: 0 **Accept**

Out: 9:44 PM Motion: George Maffey Seconded: David Goldwasser Yes: 5 No: 0 Abstain: 0 **Accept**

No action.

12. Adjournment

Time: 9:45 PM Motion: David Goldwasser Seconded: George Maffey

Next Meeting: Thursday, April 10, 2008 Budget Session 5:30 PM, Regular Meeting 6:30 PM in the Library

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

April 24, 2008

Date Approved by the BOE

