

Westport Central School District
Regular Board of Education Meeting

Place: Library

Thursday, April 24, 2008

Time: 6:30 PM

MINUTES

1. Call to Order

at: 6:37 PM

by: President LaRock

A. Roll Call

√ Alice LaRock

√ Jim Carroll

√ David Goldwasser

√ Kathleen carterMartinez

B. Introduction of Attendees

Also Present: Karen B. Tromblee, Superintendent

Jana Atwell, District Clerk

Michele Friedman, Vice Principal

Visitors: Cheryl Phillips

Daniel McCormick

Phil Mero

Abby Mero

Kerry Mero

Laura Napper

Will Napper

Harold Napper

Susan Satloff

Ryan Bennett

Dylan Limlaw

Jacob Harrington

Thomas Mero

Anderson Gay

John Sprague Jr.

Sam Napper

Kathy Larson

Zoe Brugger-Lobdell

Brad Rascoe

Barbara Dwyer

C. Pledge of Allegiance

2. Board Member Resignation

President LaRock read the letter of resignation received April 3, 2008 from Board member George Maffey which was effective immediately following the Thursday, April 3, 2008 Board Meeting. Mr. Maffey's resignation was accepted by the District Clerk on April 3, 2008.

3. Spotlight on Education – 4th Grade Enrichment Class Project Proposal – Susan Satloff

Participants of Ms. Satloff's Fourth Grade Enrichment Class presented a class project proposal to the Board for their approval. Class participants were Ryan Bennett, Dylan Limlaw, Jacob Harrington, Thomas Mero, Anderson Gay, John Sprague Jr. and Sam Napper. Their presentation incorporated the many steps that were taken in their decision to build a bench to be placed on the playground including a name for their "business" Eaglet Outdoor Furniture, and their decision to use a logo produced by fellow classmate Dylan Limlaw which will be located on the new bench.

Motion by David Goldwasser, seconded by Jim Carroll to approve the Fourth Grade Enrichment Class project to build a bench, anchor it to the ground and move the "green wall" from the playground area. Motion unanimously carried.

**4. Shared Business Office Discussion – Mr. Rick Swanston, Director of Management Services
Franklin Essex Hamilton BOCES**

Mr. Swanston discussed the pros and cons of hiring the Franklin Essex Hamilton BOCES to serve as the business officials for the Westport Central School District.

5. Schedule Presentation – Teacher Scheduling Committee

A scheduling committee was formulated to explore other scheduling possibilities. Dan McCormick explained the schedule that will run for a two week trial period beginning Monday, April 28th through Friday, May 9th. The committee will reconvene on May 12th to review the trial schedule and feedback received.

6. 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.

10. Unfinished Business

B. Miscellaneous

1. Volunteer Coach Application Advice from Counsel

At the Board's request a letter was sent in March to our attorney Jacqueline Kelleher in regard to volunteer coaches. Ms. Kelleher's letter of response (see attached) was reviewed. After further discussion the Board composed additional questions to be forwarded to Ms. Kelleher. Ms. Kelleher will be invited to address the Board at their regular meeting in June.

2. Athletics Hiring Process

The hiring process was reviewed and the following procedure will be effective for the 2008-2009 extracurricular appointments.

- Extracurricular positions will be posted internally May 1 – 30, 2008.
- Unfilled positions will be brought to the attention of the WEA Co-Presidents and the Athletic Coordinator.
- Vacant coaching positions will be posted in the paper June 9th.
- Extracurricular positions will be appointed at the Reorganizational Meeting in July.

7. 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 504-06-00, 504-04-00, 504-04-02, 504-01-06, 504-02-05, 009-02-03, 005-00-01, 504-01-06, 504-04-99, 008-95-96 x2, 007-06-07, 003-06-07, 504-05-02, 006-02-03, 504-02-08, 010-01-02, 504-04-06, 001-05-06, 011-06-07, 504-05-08, 504-07-05, and 006-06-07. (Recommendations attached.)

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

8. Reports/Presentations

A. Superintendent's Report – Karen Tromblee

- 2008-2009 Budget

The first budget forum was held at the Town Board Meeting on April 22nd. Two more budget forums will be held – 3:30 pm May 6th at the Chamber of Commerce meeting and 7:30 pm May 7th at the Fire Department meeting.

B. District Treasurer's Report – Sheila Borden (absent)

C. Superintendent of Buildings & Grounds Report – Robert King (absent)

D. Board Committee Reports

- Character Education (3/17/08)

The next Character Education Assembly will be held on April 30th. The committee continues to work on common rubric areas. A new larger sportsmanship banner has been placed in the gym.

- Joint Study (3/19/08)

Discussion included strategies for keeping established and non-veteran teachers, and professional development.

- Technology (3/25 and 4/24/08)

The committee is moving forward with the Technology Plan update. The website is ready to go live.

- Buildings & Grounds/Safety (3/27/08)

Jeff Sisson from CVES was in attendance. He was able to review the lockdown drill that occurred while he was in the building and address questions with the committee.

9. Minutes

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

- **March 13, 2008** (Budget & Regular Meeting) as presented
- **March 18, 2008** (Special Meeting) as presented
- **March 20, 2008** (Special Meeting) as presented
- **April 2, 2008** (Special Meeting) as presented
- **April 3, 2008** (Special Meeting) as presented
- **April 9, 2008** (Executive Session Retreat & Special Meeting) as presented

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

10. 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

- Janine Wright

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

11. New Business

A. Personnel

1. Appointment – Hoskins

Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of Rebecca Hoskins as a substitute bus driver at a rate of \$11.75 per hour effective April 25, 2008.

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

2. Extracurricular Appointments (none at this time)
3. Request to End Employment (none at this time)
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 – WPTO, Westport Youth Summer Program

a) Resolved that the Superintendent of Schools recommends to the Board of Education the approval of the *Facility Use Request* as submitted by Sue Russell on behalf of the WPTO for the use of the Home Ec. Room for the purpose of hosting a teacher appreciation breakfast the morning of May 12, 2008.

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

b) Resolved that the Superintendent of Schools recommends to the Board of Education the approval of the *Facility Use Request* as submitted by Jennifer Pribble on behalf of the Westport Youth Summer Program for the use of the cafeteria, gym, Business Room, ACAP closet, cafeteria and auditorium (for the Depot Apprentice Program) for the purpose of hosting the Westport Youth Summer Program Monday through Friday beginning July 8, 2008 to August 9, 2008.

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

2. Agreement Concerning Sharing of Facilities with Camp Dudley

Resolved that the Superintendent of Schools recommends to the Board of Education the approval to share facilities with Camp Dudley should WCS need a site to evacuate to during the school year, Camp Dudley will do all in its power to accommodate the students and faculty on their campus until the students can return safely home, similarly WCS accepts the responsibility of providing its school facilities, should Camp Dudley need to temporarily relocate its campers and staff during a summer emergency.

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

3. Reading First Mileage Reimbursement Rate

Resolved that the Superintendent of Schools recommends to the Board of Education the approval to increase the mileage reimbursement rate for Reading First from \$.48 per mile to \$.505 per mile effective April 25, 2008 for the remainder of the 2007-2008 school year.

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

4. 2008-2009 School Calendar

Resolved that the Superintendent of Schools recommends to the Board of Education the approval of the 2008-2009 school calendar as presented.

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

5. Inspector and Clerk Volunteer List for Annual Meeting, Budget & Election Vote

Resolved that the Superintendent of Schools recommends to the Board of Education the approval of the Inspector and Clerk Volunteer List as presented for the Annual Meeting, Budget & Election Vote to be held on May 20, 2008.

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

6. CVES Board Member Election

It is resolved that the Board of Education of the Westport Central School District cast one vote for Richard LaVigne for one of the five seats vacant on the Clinton-Essex-Warren-Washington Board of Cooperative Education Services (Champlain Valley Educational Services) Board.

It is resolved that the Board of Education of the Westport Central School District cast one vote for Leisa Boise for one of the five seats vacant on the Clinton-Essex-Warren-Washington Board of Cooperative Education Services (Champlain Valley Educational Services) Board.

It is resolved that the Board of Education of the Westport Central School District cast one vote for William Haseltine for one of the five seats vacant on the Clinton-Essex-Warren-Washington Board of Cooperative Education Services (Champlain Valley Educational Services) Board.

It is resolved that the Board of Education of the Westport Central School District cast one vote for Thomas McCabe for one of the five seats vacant on the Clinton-Essex-Warren-Washington Board of Cooperative Education Services (Champlain Valley Educational Services) Board.

It is resolved that the Board of Education of the Westport Central School District cast one vote for Bruce Murdock for one of the five seats vacant on the Clinton-Essex-Warren-Washington Board of Cooperative Education Services (Champlain Valley Educational Services) Board.

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

7. CVES Administrative Budget Vote

It is resolved that the Board of Education of the Westport Central School District voted to approve the tentative Administrative Budget of the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services for the school year 2008-2009.

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

8. Disposal of Ballots

Resolved that the Superintendent of Schools recommends to the Board of Education the approval to dispose of all ballots from the 2007-2008 Annual Meeting, Election and Budget Vote.

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

9. Diploma Presentation

a) Following discussion of graduation diploma presentation a recommendation was made to amend and revise the current procedure:

The public is invited to attend commencement exercises. Past and present Members of the Board of Education will be invited to present diplomas to their children and/or grandchildren at commencement exercises each year.

Motion: Kathleen carterMartinez Seconded: Alice LaRock Yes: 3 No: 1 Abstain: 0 **Accept**

Roll Call Vote: LaRock – Yes, Carroll – Yes, Goldwasser – No, carterMartinez – Yes

b) Previously the Board approved a diploma presentation at the 2008 graduation ceremony to Christopher Fleury on behalf of his father Ray Fleury. The family has requested that Leslie Fleury present the diploma on behalf of Mr. Fleury to Karleena Vaughan during graduation. Board unanimously approved the request.

C. Policy (none at this time)

12. Financial

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

- Cash Disbursement Schedule SN-9 All Funds Dated 3/31/08
- Multi-Fund Money Market Account Month Ending February 2008
- Consolidated Payroll Month Ending February 2008

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

13. Additional Items to Discuss

1. Extracurricular Appointments – Stevens, Stanley

- a) Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of Dwayne Stevens as a volunteer coach for the varsity baseball team for the 2007-2008 school year.

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

- b) Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of Hillary Stanley as a volunteer coach for the varsity softball team for the 2007-2008 school year.

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

2. Leave of Absence Request – Mitchell

Resolved that the Superintendent of Schools recommends to the Board of Education the approval of an emergency leave of absence as requested by Ann Mitchell for approximately six weeks (beginning April 28, 2008) in order to care for a sick family member in accordance with Article 10, Section 2.A.4 of the current WEA contract.

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

14. Public Comment (5 minutes)

Floor opened for public comment, none voiced.

15. Executive Session

(#6)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: 10:28 PM Motion: Kathleen carterMartinez Seconded: David Goldwasser Yes: 4 No: 0 Abstain: 0
Accept

Out: 11:40 PM Motion: David Goldwasser Seconded: Jim Carroll Yes: 4 No: 0 Abstain: 0
Accept

No action taken.

16. Adjournment

Time: 11:41 PM Motion: Jim Carroll Seconded: David Goldwasser

Next Meeting: Thursday, May 8, 2008 Regular Meeting 6:30 PM, Public Budget Hearing 7 PM in the Library

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

May 8, 2008

Date Approved by the BOE

Jana Atwell, District Clerk