

Westport Central School District
Regular Board of Education Meeting

Place: Library

Thursday, August 16, 2007

Time: 6:30 PM

MINUTES

1. Call to Order

at: 6:37 PM

by: President LaRock

A. Roll Call

√ Alice LaRock

√ George Maffey

Jim Carroll (absent)

√ David Goldwasser

√ Kathleen carterMartinez

B. Introduction of Attendees

Also Present: Karen B. Tromblee, Superintendent

Jana Atwell, District Clerk

Sheila Borden, District Treasurer

Visitors: Dwayne Stevens

Cheryl Phillips

Chris Maron

Michele Friedman

Craig Russell

Rick carterMartinez

Mike Duprey

2. 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. Dwayne Stevens discussed the condition of the baseball field and its need for repair. He also shared his concern regarding the basketball coaching position for this season.

Mr. Chris Maron advised of his disappointment with regard to Susan Satloff (elementary teacher) being moved out of a classroom.

Mr. Rick carterMartinez asked the Board to consider a policy for all students to receive (sport) playing time regardless of what level the student is capable of playing at.

3. Gym Discussion – Mr. Craig Russell

Mr. Craig Russell requested the Board consider honoring a former teacher/coach/mentor, Tom Beauvais, by naming the gym or placing a plaque in the gym area in his honor. The Board thanked Mr. Russell and advised they would take his comments into consideration.

4. Technology Update - NERIC

Mr. Mike Duprey, NERIC Representative, explained to the Board the many changes and facets the NERIC representatives are working with now in our District.

5. CSE Recommendations

Resolved that the Superintendent of Schools recommends to the Board of Education the approval of the CSE recommendation for the following student number P01-07-08.

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

6. Reports/Presentations

A. Superintendent's Report – Karen Tromblee

- The newly appointed Extracurricular Activity Fund Treasurer will have an opportunity to attend a training this fall regarding extracurricular activity fund management. The attendance at this training was based upon a recommendation by the external auditor.
- New teacher orientation has been scheduled on site for August 21, 22 & 23. All teachers on an initial certification have been invited. Orientation will include a general information and awareness of the WCS District (i.e. bus and building tour), team building, review of the Faculty Handbook, discussion regarding differentiated instruction and rural poverty, and conversation regarding the first days of school (superintendent conference days and opening day for students).
- Mentors will receive two days of training at CVES followed by additional training on site.

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

- Three supplemental aid amounts totaling \$35,528 have been received.
- School taxes will be mailed very soon.

- The District is halfway through the audit process.
- The District Treasurer will also be attending the training regarding the management of extracurricular activity fund monies.

C. Superintendent of Buildings & Grounds' Report – Robert King

- Mr. Harold Deso, Cook/Manager, has spent countless hours painting and cleaning in the cafeteria and kitchen area which has been a great help to our custodian staff this summer.
- The custodians and cleaners continue to work diligently to have the school ready for opening day.
- The soda machine has been removed from the cafeteria. There will be a snack machine available after school which will be maintained by the cafeteria.

7. Minutes

Resolved that the Board of Education does hereby approve the minutes of the meeting of the Board of Education held on: - **July 10, 2007** (Reorganizational & Regular Meeting)

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

- **August 2, 2007** (Special Meeting)

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

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 | - Lawrence Clark |
| - Thistle Carson | - Kendra Pulsifer |
| - Mathew Record | - Kathryn Sheldon |
| - Michele Friedman | - Paul Fenton |
| - Alyson Monaghan | - Lynn Bubbins |
| - Jason Fiegl | - Jodi Collins |
| - Peg Goldman | - Erin Hall |
| - George Lavin | - Adam Facticeau |

- Harold Deso
- Jessie Olcott- Pepe
- Vicki Chambers
- Samantha Verkey
- Nancy Miller
- Tammy Czora
- Joan Devaney
- Gary Boyd
- Cathie Clark

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

9. New Business

A. **Personnel**

1. Appointments – Sabuda

Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of Natalie Sabuda to a probationary appointment in the tenure area of Science at a total salary of \$34,487 (per the current WEA contract pending negotiations) which includes \$34,487 (Step I) on an emergency conditional basis pending clearance through Central Registry. The date of commencement of probationary service will be September 4, 2007 with the expiration date of the appointment being June 30, 2010. Upon verification of certification, Ms. Sabuda's salary will be adjusted for graduate credit hours.

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

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: 8:50 PM Motion: George Maffey Seconded: Kathleen carterMartinez Yes: 4 No: 0 Abstain: 0
Accept

Out: 9:07 Motion: George Maffey Seconded: Kathleen carterMartinez Yes: 4 No: 0 Abstain: 0
Accept

No action taken.

2. Extracurricular Appointments

Resolved that the Superintendent of Schools recommends to the Board of Education the following extracurricular appointments for the 2007-2008 school year at the stipend per the current Westport Education Association Contract (pending negotiations):

- Boys' Varsity Basketball – Brad Rascoe
- Boys' Varsity Baseball – Don Markwica
- Girls' JV Basketball – Debi Sherman
- Girls' Varsity Basketball – Tom McKinley
- Girls' Modified Basketball – Paul Mudie
- Girls' Varsity Softball – Jim Monty
- Golf – Dan McCormick
- Athletic Coordinator – Brad Rascoe
- Band Director – Heather Olson
- Activity Fund Treasurer – Paul Mudie
- Newspaper Co-Advisor – Scott Gibbs
- Newspaper Co-Advisor – Paul Mudie
- Honor Society Advisor – Dan McCormick
- Student Council Advisor – Cheryl Phillips
- Yearbook Advisor – Alyson Monaghan
- Senior Play Advisor – Scott Gibbs
- Quiz Bowl Advisor – Dan McCormick
- Talent Show Coordinator – Scott Gibbs
- Sophomore Class Advisor – Lynn Bubbins
- Sophomore Class Advisor – Theresa Lindsay

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

3. Employment Agreement

Resolved that the Board of Education hereby agrees to extend the appointment and employment of Karen B. Tromblee as Superintendent of Schools and amend the term of employment for an additional one (1) year period beyond the current expiration date of August 14, 2010 and increase her compensation in accordance with the agreement and addendum to the contract dated and signed July 19, 2007.

Motion: George Maffey Seconded: David Goldwasser Yes: 3 No: 1 Abstain: 0 **Accept**

Roll Call Vote: carterMartinez – no, LaRock – yes, Goldwasser – yes, Maffey – yes, Carroll - absent

4. Request to End Employment (none at this time)
5. Intent to Retire (none at this time)
6. Tenure (none at this time)
7. Child Rearing Leave (none at this time)
8. Unpaid Leave (none at this time)
9. Termination (none at this time)
10. Elimination of Position (none at this time)

B. Miscellaneous

1. Enhanced Messaging Application (EMA)

Resolved that the Superintendent of Schools recommends to the Board of Education the purchasing of the Enhanced Messaging Application (EMA) at an initial start-up cost of \$600 with an additional cost of \$300 the second year.

Motion: Kathleen carterMartinez Seconded: George Maffey Yes: 4 No: 0 Abstain: 0 **Accept**

2. Adult Education Sponsorship Agreement

Resolved that the Superintendent of Schools recommends to the Board of Education the acceptance of the Adult Education Sponsorship Agreement (CO-SER 103 & 401) with date change correction between Westport Central School and Champlain Valley Educational Services for the 2007-2008 school year. (Agreement attached.)

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

3) Associate Members of the Westport Education Association Contract (7/1/07 – 6/30/11)

Resolved that the Superintendent of Schools recommends to the Board of Education the acceptance of the Memorandum of Agreement and incorporate it into the Associate Members of the Westport Education Association NYSUT, AFT, ALF-CIO (non-instructional) contract for the July 1, 2007 through June 30, 2011 time period.

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

4) Cafeteria Equipment

Resolved that the Superintendent of Schools recommends to the Board of Education the authorization to purchase supplies and equipment for the cafeteria from the Kittredge Equipment Company as listed:

- One door refrigerator (\$2,095)
- Convection oven (\$3,695)
- Work counter (30x72) with back splash (\$389)
- Mixer stand (\$265)
 - Total for equipment \$6,444

- Soup bowls \$539.88)
- Fruit bowls (\$479.84)
- 6” plates (\$539.94)
- Knives (\$82.50)
- Soup spoons (\$59)
- Trays (\$1,461.60)
 - Total for supplies \$3,162.76

Total for equipment & supplies = \$9,606.76

Motion: George Maffey Seconded: Kathleen carterMartinez Yes: 4 No: 0 Abstain: 0 **Accept**

D. Policy

Attendance Policy - Discussion

Upon advisement from the school attorney Jacqueline Kelleher, Esq. the following paragraph will be added to policy #7111 *Released Time of Students* Open/Closed Campus:

“The Westport Central School District has a closed campus for students in grades K-12. The purposes for which a parent may provide a written excuse for the child to leave campus are for matters which can not be addressed outside of the normal school hours and which is of an urgent basis. Specifically excluded are: lessons, tutoring, employment and similar matters.”

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

10. Financial

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

- Consolidated Payroll Dated 6/29/07
- Multi-Fund Money Market Account Dated 7/11/07 Reported 6/29/07
- New York Liquid Assets Fund Dated 7/12/07 Reported 6/30/07
- Multi-Fund Checking Account Dated 7/25/07 Reported 6/30/07
- Cash Receipt Schedule CR-12 Dated 7/11/07
- Account Code Transaction Listing
- Warrant Schedule WN-1 Dated 8/2/07
- Comprehensive Budget Status Fund A General Fund Report Dated 6/30/07
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Motion: George Maffey Seconded: Kathleen carterMartinez Yes: 4 No: 0 Abstain: 0 **Accept**

11. Additional Items to Discuss

Enclosed in the Board member's packet for their review is the Title 1 Parent Involvement Policy. Please review for the next meeting as this policy will need to formally be amended to be in compliance with Title 1.

12. Public Comment (5 minutes)

Floor opened for public comment, none voiced.

13. Executive Session

No executive session held at this time.

14. Adjournment

Time: 10:14 PM

Motion: George Maffey

Seconded: David Goldwasser

Next Meeting: Regular Meeting Thursday, September 13, 2007 6:30 PM Library

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

Date Approved by the BOE

Jana Atwell, District Clerk