

**Westport Central School District
Regular Board of Education Meeting**

Place: Library

Thursday, September 13, 2007

Time: 6:30 PM

MINUTES

1. Call to Order

at: 6:35 PM

by: President LaRock

A. Roll Call

√ Alice LaRock

√ George Maffey

√ Jim Carroll

√ David Goldwasser (arrived 6:36 PM) Kathleen carterMartinez - absent

B. Introduction of Attendees

Also Present: Karen B. Tromblee, Superintendent

Jana Atwell, District Clerk

Sheila Borden, District Treasurer (absent)

Michele Friedman, Vice Principal

Robert King, Supt. Buildings & Grounds

Visitors: Adam Facteau

Heather Olson

Lynn Bubbins

Vicki Chambers

Samantha Verkey

Natalie Sabuda

Daniel McCormick

Cheryl Phillips

Alyssa Carroll

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.

Floor was opened for public comment, none voiced.

3. Spotlight on Education

- Lynn Bubbins, First Grade Teacher
- Vicki Chambers, Secondary AIS Provider
- Adam Facteau, Business Teacher
- Natalie Sabuda, Science Teacher
- Samantha Verkey, Reading First Teacher

Each new teacher spoke briefly about their position and expressed their excitement regarding the students, school and opportunities that were beginning to unfold in their classrooms.

4. After School Performance Choral Group – Alyssa Carroll

Alyssa Carroll presented a proposal for an after school performance group which would include approximately ten students meeting two times per week with Mrs. Heather Olson supervising the group. The Board members approved Ms. Carroll's proposal.

5. CSE Recommendation

Resolved that the Superintendent of Schools recommends to the Board of Education the approval of the CSE recommendation for the following student number P02-07-08. (Recommendation attached).

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

6. Reports/Presentations

A. Superintendent's Report – Karen Tromblee

New Teacher Orientation – A three day New Teacher Orientation was held prior to the beginning of the 2007-2008 school year with an invitation also being extended to all current faculty. The orientation proved to be a very positive activity for the new teachers and helped to make their transition into WCS much smoother. The new teachers met with veteran staff, central office staff, the Board of Education President and administration as well as toured the building and took a bus tour of a portion of our District.

Substitute Orientation – A Substitute Orientation was also held prior to the beginning of the school year. This orientation was approximately one and a half hours long with 12

substitutes in attendance on a volunteer basis. A folder was prepared for each participant which included WCS code of conduct, emergency information, procedures and protocols, and general miscellaneous information. Again, very positive comments were received from this training.

Opening Days 2007 – 2008 School Year – All seems to be going well. A gracious thank you for allowing the District to purchase NutriKids, very positive feedback has been received from both students and parents. The soda machine located in the cafeteria has been replaced with water and sport drinks.

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

- School taxes are being received as expected.
- Payments have been and will continue to be made for purchases throughout the summer such as textbooks and supplies.
- The audit is complete and the concentration is now on filing the reports online with the State Education Department.
- A report prepared by Tax Collector, Nancy Boyle, advised that as of the close of business September 12, 2007 taxes collected totaled \$300,367.83, the tax collector had worked 20 ¾ hours which included 12 public hours with 23 persons paying during public hours. The separate phone line with an answering machine and the tuck-in listing the public hours and phone number to call appears to have relieved the office staff from having to field tax collector calls and is working nicely.

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

- It was a very productive summer. The gym floor was done with a new type of gym seal and most of the painting throughout the building is now complete.
- Next week a test fire of the boiler will be done.

7. Minutes

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

- **August 2, 2007** (Special Meeting) as presented
- **August 16, 2007** (Regular Meeting) as presented
- **August 24, 2007** (Special Meeting) as presented

Motion: George Maffey 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 | - Jodi Collins |
| - Thistle Carson | - Erin Hall |
| - Mathew Record | - Adam Facticeau |
| - Michele Friedman | - Harold Deso |
| - Alyson Monaghan | - Jessie Olcott- Pepe |
| - Jason Fiegl | - Vicki Chambers |
| - Peg Goldman | - Samantha Verkey |
| - George Lavin | - Nancy Miller |
| - Lawrence Clark | - Tammy Czora |
| - Kendra Pulsifer | - Joan Devaney |
| - Paul Fenton | - Gary Boyd |
| - Lynn Bubbins | - Cathie Clark |
| | - Natalie Sabuda |

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

9. New Business

A. Personnel

1. Appointment – Trombly

Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of Jeff Trombly as a substitute (all non-instructional areas excluding bus driver) at a rate of pay per the current WEA Associate Members Contract on an emergency conditional basis pending clearance through Central Registry.

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

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 Baseball Volunteer Assistant– Craig Russell
- Boys' Varsity Soccer Volunteer Assistant – Curtis Viens
- Public Speaking Co-Advisor – Alyson Monaghan
- Public Speaking Co-Advisor – Vicki Chambers
- Freshman Class Advisor – Adam Facticeau
- Freshman Class Advisor – Vicki Chambers
- Junior Class Advisor – Cheryl Phillips
- Junior Class Advisor – Kimberly Matthews
- Senior Class Advisor – John Thompson
- Senior Class Advisor – Laura Napper

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

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

Disposition of Textbooks

Resolved that the Superintendent of Schools recommends to the Board of Education the approval to dispose of old math textbooks from grades Kindergarten through 5th as they were replaced by a new series this summer.

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

C. Policy

Title 1 Parent Involvement Policy

Resolved that the Superintendent of Schools recommends to the Board of Education the adoption of the amended policy #8260 *Title I Parent Involvement Policy* as presented.

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

10. Financial

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

- Consolidated Payroll Dated 7/31/07
- Cash Receipt Schedule CR-1 Dated 8/13/07
- Warrant Schedule WN-2 Dated 9/4/07

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

11. Additional Items to Discuss

Superintendent Tromblee presented a brief synopsis regarding the history of the municipal garage project to bring the current members of the Board up to date.

In 2002 a meeting was initiated by the school to get the school, town and fire department together to discuss the formation of a municipal garage. After many meetings, the fire department opted out of the process, however, the town and school both continued to show interest in working together.

In 2005 a grant became available but, there was not enough time to prepare and submit the necessary paperwork to the State. The school's belief is that at this time the town misunderstood the District's intentions as the school did not file the grant. The town and fire department began working together on a municipal garage project.

Another grant proposal has recently been presented and there may be enough time to get the interested parties together to work on the required documentation as December 14, 2007 is the date of submission to Albany. Superintendent Tromblee and George Maffey attended the September 11, 2007 Town Board Meeting and restated the school's interest in a municipal garage putting the school back in the loop of the project.

Another Town Board Meeting is scheduled for September 25, 2007 for further discussion regarding a municipal garage. There is also an informational meeting in Albany on October 4, 2007 regarding the municipality grant.

A conference call will be held with the District's financial consultant, Mr. Bernie Donegan, prior to the September 25th Town Board Meeting to discuss the feasibility of the grant application for a municipal garage project.

12. Public Comment (5 minutes)

Floor was opened for public comment, none voiced.

13. Executive Session (none at this time)

14. Adjournment

Time: 8:34 PM

Motion: George Maffey

Seconded: Jim Carroll

Next Meeting: Regular Meeting Thursday, October 11, 2007 6:30 PM Library
Audit Committee Meeting October 11, 2007 5:30 PM Library

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

Date Approved by the BOE

Jana Atwell, District Clerk