

C. Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of Sue Reaser as the BOCES Board of Education Representative for the Westport Central School District.

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

D. Resolved that the Superintendent of Schools recommends to the Board of Education the reappointment of Janet Hoff as Internal Claims Auditor for the 2007-2008 school year.

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

E. Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of the following representatives/alternates for the 2007-2008 school year:

- 1) Essex County School Board Representatives (2)
 - Jim Carroll
 - Alice LaRock
- 2) Youth Commission Representative – David Goldwasser
Youth Commission Alternate – Alice LaRock
- 3) WPTO Representative – Kathleen carterMartinez
WPTO Alternate – David Goldwasser
- 4) Joint Study Committee Representative (2)
 - David Goldwasser
 - Alice LaRock
- 5) Technology Committee Representatives (2)
 - Jim Carroll
 - George Maffey
- 6) Buildings & Grounds/Safety Committee Representatives (2)
 - George Maffey
 - David Goldwasser
- 7) Character Education Committee (2)
 - Jim Carroll
 - Kathleen carterMartinez

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

8. Other Appointments

A. Motion was made at the Board of Education meeting held on January 18, 2007 to continue the contract with Elizabethtown Community Hospital as medical provider at a rate of \$3,152 for the 2007-2008 school year.

B. Motion was made at the Board of Education meeting held on January 18, 2007 to accept the proposal from Barbara Dwyer, CPA for School Auditor for the 2007-2008 school year at a rate of \$3,800 with an additional billing of \$600 to \$800 for the single audit procedures that will be required for the fiscal year ending June 30, 2007.

C. Resolved that the Superintendent of Schools recommends to the Board of Education the reappointment of the law firm of Ferrara, Fiorenza, Larrison, Barrett & Reitz, P.C. at a rate of \$180 per hour for all partners and senior associates and a billing rate of \$140 to \$160 per hour for the remaining associates and the law firm of Stafford, Owens, Curtin & Trombley PLLC at a rate of \$155 per hour as the school attorneys for the 2007-2008 school year.

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

D. Resolved that the Superintendent of Schools recommends to the Board of Education the reappointment of the following for the 2007-2008 school year:

- 1) Attendance Officer, School Nurse
- 2) Staff Attendance Record Keeper, District Clerk
- 3) Title IX Officers, School Nurse, Guidance Counselor, Superintendent and Vice Principal
- 4) Records Management Officer, District Treasurer
- 5) DEO Officer (Designated Education Official), Superintendent and Vice Principal
- 6) HIPAA Compliance Privacy Officials, District Treasurer and Superintendent
- 7) Asbestos (LEA) Designee, Superintendent of Buildings & Grounds
- 8) Fingerprint Coordinator, District Clerk
- 9) Pesticide Control Officer, Superintendent of Buildings & Grounds
- 10) Purchasing Agent, Superintendent
- 11) Records Access Officer, Superintendent
- 12) Section 504 & Americans with Disabilities Act (ADA) Coordinator, Vice Principal

- 13) Homeless Liaison Designee, Guidance Counselor and Vice Principal
- 14) Committee on Special Education (CSE) & Committee on Preschool Special Education Chairperson (CPSE), Vice Principal
- 15) Chief Information Officer (CIO), Superintendent, Assistant Treasurer – Alternate

Motion: David Goldwasser Seconded: Kathleen carterMartinez Yes: 5 No: 0 Abstain: 0 **Accept**

- E. Resolved that the Superintendent of Schools recommends to the Board of Education the reappointment of the substitutes listed on the call list in effect during the 2006-2007 school year (see attached list) and the approval of the non-certified substitute teacher pay rate of \$60 per day and certified substitute teacher pay rate of \$70 per day.

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

- F. Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of the members (see attached list) to the Committee on Special Education (CSE) and Committee on Preschool Special Education (CPSE).

Motion: David Goldwasser Seconded: Kathleen carterMartinez Yes: 5 No: 0 Abstain: 0 **Accept**

9. Designations

- A. Resolved that the Superintendent of Schools recommends to the Board of Education to continue with Champlain National Bank and New York Liquid Assets Fund as the official bank depositories for the 2007-2008 school year.

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

- B. Resolved that the Superintendent of Schools recommends to the Board of Education the regular monthly Board of Education meetings begin at 6:30 PM unless otherwise noted and to establish the meeting dates as the second Thursday of each month with the following exceptions: August 16, December 6, 2007, January 17, June 19 and July 8, 2008.

Motion: Kathleen carterMartinez Seconded: David Goldwasser Yes: 5 No: 0 Abstain: 0 **Accept**

- C. Resolved that the Superintendent of Schools recommends to the Board of Education the designation of the Press Republican and the Valley News as the official newspapers for the 2007-2008 school year.

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

- D. Resolved that the Superintendent of Schools recommends to the Board of Education the designation of the bulletin board located in the hallway corridor outside the main office as the official bulletin board for the 2007-2008 school year.

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

10. Authorizations

- A. Resolved that the Superintendent of Schools recommends to the Board of Education the following as specified:

- 1) Superintendent to be responsible for:
 - a) Certifying payroll
 - b) Approving conferences, conventions, and workshop attendance if appropriate and identified as consistent with District goals and priorities for continuous improvement
 - c) Approving budget transfers up to \$2,500
 - d) Signing all applications and forms required for federal programs and grants
- 2) District Treasurer to establish and maintain a \$100 Petty Cash Fund
- 3) Extracurricular Activity Fund Treasurer and the Superintendent or District Treasurer (in the absence of the Superintendent) to sign Extracurricular Activity Fund Checks
- 4) Superintendent and/or the Board of Education to approve the community Use of School Facilities and Equipment Loaning requests
- 5) Bonding of the following persons for the amount indicated:
 - a) Tax Collector \$1,000,000
 - b) District Treasurer \$1,000,000
 - c) Assistant Treasurer \$1,000,000
 - d) All Employees \$25,000*
 - e) Activity Fund Treasurer \$25,000*
 - f) District Clerk \$25,000*

g) Internal Claims Auditor \$25,000*

h) Superintendent \$25,000*

**Blanket coverage in District Liability Insurance Policy*

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 to authorize the Assistant Treasurer or Superintendent in the absence of the District Treasurer, to sign checks for the 2007-2008 school year.

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

11. Other

A. Resolved that the Superintendent of Schools recommends to the Board of Education the readoption of all current Westport Central School District Policies, Procedures, Code of Ethics and Plans in effect during the 2006-2007 school year.

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

B. Resolved that the Superintendent of Schools recommends to the Board of Education maintaining the mileage reimbursement rate at 40 cents per mile for all non-Reading First travel and 48 cents per mile for Reading First travel.

Motion: David Goldwasser Seconded: Kathleen carterMartinez Yes: 5 No: 0 Abstain: 0 **Accept**

C. Resolved that the Superintendent of Schools recommends to the Board of Education the proposed school breakfast price of \$1.00 (complete breakfast) for all students (K-12), school lunch price of \$1.55 and second entrée price of \$1.00 for students K-6, school lunch price of \$1.75 and second entrée price of \$1.00 for students 7-12, breakfast price of \$1.75 for adults and school lunch price of \$3.00 for adults for the 2007-2008 school year.

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

D. Resolved that the Superintendent of Schools recommends to the Board of Education the adoption of the following resolution: **BE IT RESOLVED**, that the Westport Central School District Board of Education agrees to participate in the St. Lawrence/Lewis BOCES Cooperative Purchasing Programs in accordance with the guidelines set forth in the "Cooperative Purchasing Agreement" for the 2006-2007 school year.

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

E. Resolved that the Superintendent of Schools recommends to the Board of Education the continuation of the reciprocal agreement with Camp Dudley concerning sharing of facilities in the event that either Camp Dudley or the school must evacuate their present location.

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

F. Resolved that the Superintendent of Schools recommends to the Board of Education the continuation of the payment of a \$3,500 stipend to the Vice Principal as Coordinator of Title I A, D, Title II A, D, Title IV A and Title V grants.

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

12. Adjournment for Regular Meeting

Time: 7:48 PM

Motion: David Goldwasser

Seconded: George Maffey

REGULAR MEETING

July 10, 2007

MINUTES

1. Call to Order

at: 7:48 PM

by: President LaRock

A. Roll Call

√ Alice LaRock

√ George Maffey

√ Jim Carroll

√ David Goldwasser

√ Kathleen carterMartinez

B. Introduction of Attendees

Also Present: Karen B. Tromblee, Superintendent
Jana Atwell, District Clerk

Visitors: Michele Friedman
Robert King

- Angie Peters
- Thistle Carson
- Mathew Record
- Michele Friedman
- Alice Scott
- Alyson Monaghan
- Jason Fiegl
- Peg Goldman
- George Lavin
- Lawrence Clark
- Kendra Pulsifer
- Kathryn Sheldon
- Paul Fenton
- Lynn Bubbins
- James Monty
- Jodi Collins
- Erin Hall
- Adam Facticeau
- Harold Deso
- Jessie Olcott- Pepe

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

7. New Business

A. Personnel

1. Appointments – King

Resolved that the Superintendent of Schools recommends to the Board of Education the appointment of Robert King to the permanent full-time position of Superintendent of Buildings & Grounds (civil service position) effective June 29, 2007.

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

2. Request to End Employment

Resolved that the Superintendent of Schools recommends to the Board of Education the acceptance and approval of the request to end employment received from Kathleen Sciole effective June 26, 2007 from the position of Science teacher.

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

3. Request to Increase Hours

Resolved that the Superintendent of Schools recommends to the Board of Education to temporarily increase Shirley Donaldson's (part-time cleaner) hours from twenty (20) hours per week to twenty-four (24) hours per week effective July 11, 2007 to August 31, 2007.

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

4. Request for Temporary Summer Groundsperson

Resolved that the Superintendent of Schools recommends to the Board of Education to advertise for and hire a temporary summer groundsperson (and other duties as needed) at a rate to be negotiated by the Superintendent (not to exceed \$9.00 per hour, two (2) to three (3) days per week) effective immediately through August 31, 2007.

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

5. 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' Modified Soccer Coach – Jason Fiegl
- Boys' Modified Assistant Volunteer – Craig Russell
- Boys' Varsity Soccer Coach – Kent Egglefield
- Boys' Varsity Assistant Volunteer – Michael Davis
- Girls' Modified Soccer Coach – Laura Napper
- Girls' Varsity Soccer Coach – Bradley Rascoe
- Girls' Varsity Assistant Volunteer – Elizabeth Lee

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

6. Intent to Retire (none at this time)

7. Tenure (none at this time)

8. Child Rearing Leave (none at this time)

9. Unpaid Leave (none at this time)

10. Termination (none at this time)

11. 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 Request as submitted by:

- a) Paul Rossi on behalf of the Champlain Valley Fencing Club for the use of any available location within the school to host fencing club meets, two times per week (days are flexible) from 6 PM to 7:30 PM to begin upon approval by the Board.
- b) Michael Tyler for the use of the gym week nights (pending gym schedule) for community basketball.
- c) Hokey McKinley on behalf of the Westport Youth Commission for the use of the gym for basketball for students grades 7 – 12.
- d) Michael Mascarenas on behalf of the Essex County Youth Bureau for the use of the baseball field for the youth baseball fair tournament to be held July 23-27, 2007.
- e) Shami McCormick on behalf of The Depot Theatre Apprentice Program for the use of a room to conduct creative drama workshops for youth ages 7-15 Monday through Friday 3 PM to 4:30 PM effective immediately.

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

2. Donations

Resolved that the Superintendent of Schools recommends to the Board of Education the acceptance of the following donated items from Jim and Gigi Carroll:

- a) six (6) each adjustable boom-style microphone stands valued at \$100
- b) one (1) 250 foot spool of 12/3 “stage cable” for theatre lights valued at \$195

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

3) Textbook Disposal

Resolved that the Superintendent of Schools recommends to the Board of Education the disposal of the following textbooks:

- Mathematics Applications & connections (Course 3) Glencoe
- The Gollywhopper Egg © 1974
- Big Boss © 1975
- Morris Goes to School © 1970
- A Ghost Named Fred © 1968
- The New House © 1981
- I Am Better Than You! © 1968
- Three By the Sea © 1981
- American Heritage New Pictorial Encyclopedia Guide to the U.S. Volumes 1-16 ©1965
- The American heritage New Illustrated History of the U.S. Volumes 1-14 & 16 (missing volume 15) © 1963
- The International Wildlife Encyclopedia Volumes 4, 13, 15 & 16 © 1969
- Young Readers Edition: The Birds © 1967, 1970
- Young Readers Edition: The Desert © 1967, 1970
- the soviet union, Opposing Viewpoints © 1988
- Life Nature Library: Evolution © 1962, 1964
- Young Readers Edition: Early Man © 1968, 1970
- Life Nature Library: Early Man © 1965
- Hammond’s Ambassador World Atlas © 1961
- Collier’s World Atlas and Gazetteer © 1958
- Life Pictorial Atlas of the World © 1961
- Hammond’s Ambassador World Atlas © 1957
- Reader’s Digest Great World Atlas © 1963
- Fodor’s Soviet Union © 1986

Motion: David Goldwasser Seconded: Kathleen carterMartinez Yes: 5 No: 0 Abstain: 0 **Accept**

- 4) Resolved that the Superintendent of Schools recommends to the Board of Education to accept and approve the Side Letter of Understanding Employee Health Insurance Buyout (both non-instructional employees and teachers) effective July 1, 2007 and expiring June 30, 2008. (Letters attached.)

Motion: Jim Carroll Seconded: Kathleen carterMartinez Yes: 5 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: 9:22 PM Motion: Kathleen carterMartinez Seconded: David Goldwasser Yes: 5 No: 0 Abstain: 0
Accept

Out: 9:41 PM Motion: Jim Carroll Seconded: Kathleen carterMartinez Yes: 5 No: 0 Abstain: 0
Accept

No action taken.

5) Resolved that the Superintendent of Schools recommends to the Board of Education to approve the personal service agreements as presented effective July 1, 2007 to June 30, 2008:

- Robert King, Superintendent of Buildings & Grounds
- Jana Atwell, District Clerk

Motion: David Goldwasser Seconded: Kathleen carterMartinez Yes: 5 No: 0 Abstain: 0 **Accept**

6) Resolved that the Superintendent of Schools recommends to the Board of Education to approve the Addendum to the Contract for the Vice Principal, Michele Friedman as presented effective July 1, 2007 to June 30, 2008.

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

7) Resolved that the Superintendent of Schools recommends to the Board of Education to approve the proposal for a Social Studies elective "Exploring Belief Systems".

Motion: David Goldwasser Seconded: Kathleen carterMartinez Yes: 5 No: 0 Abstain: 0 **Accept**

8. Financial

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

- General Ledger Report From 7/1/06 To 6/14/07
- Warrant Schedule WN-11 Dated 6/1/07
- Consolidated Payroll Dated 4/30/07
- Multi-Fund Money Market Account Dated 5/11/07 Reported 4/30/07
- New York Liquid Assets Fund Dated 5/11/07 Reported 4/30/07
- Multi-Fund Checking Account Dated 5/11/07 Reported 4/30/07
- Cash Receipt Schedule CR-10 Dated 5/11/07
- Cash Receipt Schedule CR-11 Dated 6/19/07
- New York Liquid Assets Fund Dated 6/20/07 Reported 5/31/07
- Consolidated Payroll Dated 5/31/07
- Multi-Fund Money Market Account Dated 6/29/07 Reported 5/31/07
- Multi-Fund Checking Account Dated 6/29/07 Reported 5/31/07
- Budget Transfer Schedule 7 Dated 6/28/07

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

9. Additional Items to Discuss

None at this time.

10. Public Comment (5 minutes)

Floor was opened for public comment, none voiced.

11. 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: 9:58 PM Motion: David Goldwasser Seconded: George Maffey Yes: 5 No: 0 Abstain: 0
Accept

Out: 10:15 PM Motion: Kathleen carterMartinez Seconded: David Goldwasser Yes: 5 No: 0 Abstain: 0
Accept

No action taken.

12. Adjournment

Time: 10:17 PM

Motion: Kathleen carterMartinez

Seconded: George Maffey

Next Meeting: Thursday, August 16, 2007 6:30 PM Library

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

Date Approved by the BOE

Jana Atwell, District Clerk