

**HADLEY- LUZERNE CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION REGULAR MEETING
August 19, 2013
STUART M. TOWNSEND MS Media Center 6:30 pm**

MINUTES

Meeting Place: Stuart M. Townsend Middle School, Media Center
Members Present: Mr. Othmer, Mr. Hanlon, Mrs. Lombardi, Mr. Novotarski, Mrs. Visscher
Members Absent: None
Others in Attendance: Superintendent – Paul Berry, HS Principal- Beecher Baker, MS Principal - Patrick Cronin, Director of Curriculum, Instruction & Assessment/PK-2 Principal - Elizabeth Hayes, School Business Administrator – Timothy Hilker, Superintendent of Buildings & Grounds-Tink Wright, Architect - Mike Gamache and 10+ others.

CALL TO ORDER

President Othmer called the meeting to order at 6:31 PM.

PLEDGE OF ALLEGIANCE

CORRESPONDENCE

STUDENT COMMENTS

None

PRESENTATION ON RECONFIGURATION

Superintendent-Paul Berry, Architect- Mike Gamache, School Business Official-Timothy Hilker and Superintendent of Buildings and Grounds-Tink Wright presented the attached plan for reconfiguration of the two main school buildings for grades 7-12 and grades PK-6. There were discussions on science labs, science lecture rooms, carpeting, accelerated classes, state aid, timeline, cost, capital fund transfer(needng voter approval for \$160,000 in May), cost of moving, architectural aspects, lavatories, computer labs, asbestos abatement and handicap bathrooms.

RECONFIGURATION

Motion by Mrs. Visscher

Resolution #44

As recommended by the Superintendent – Be It Resolved, by the Board of Education of the Hadley-Luzerne Central School District to approve and move forward with the reconfiguration plan in the amount of \$486,000, as presented, with a decision and details regarding the science labs vs science lecture rooms to be communicated by the committee within two weeks from this night of August 19th, 2013.

Seconded by Mrs. Lombardi

Yes: 5 No: 0 Abstain: 0

Motion carried

DISCUSSION WITH CORINTH CCD

Superintendent, Dr. Daniel Starr, the Corinth Board President Stacie Boni-O'Neil and Board Member Louis Lueck were present and there was a brief discussion on the collaboration regarding high school classes for students. There are students from each school taking advantage of the class offerings at either that are not

offered in the home district. There was a discussion regarding future meeting dates between the two boards. It was agreed the boards will set meetings for the 13-14 school year.

PRESENTATION OF ASSESSMENT DATA

Director of Curriculum & Assessment, Principal, Elizabeth Hayes, Principal, Patrick Cronin and Principal Beecher Baker presented the attached presentation on the recent release of the 12-13 assessments

OLD BUSINESS

Motion by Mrs. Visscher to approve resolutions 17-20:

Agreement with Hadley-Luzerne Library (ESD Grant)

Resolution #17

As recommended by the Superintendent - BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District approves the agreement with Hadley-Luzerne Library dated August 19, 2013 for the purpose of providing enrichment services to students in grades 3-8 participating in the Extended School Day Program effective September 16, 2013 through June 20, 2014, and 1 week of summer success, pursuant to the terms outlined in the agreement and directs the superintendent to sign the agreement, pending the release of NYSDOE ESD grant funds.

Agreement with Cornell Cooperative Extension (ESD Grant)

Resolution #18

As recommended by the Superintendent - BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District approves the agreement with Cornell Cooperative Extension dated August 19, 2013 for the purpose of providing enrichment services to students in grades 3-8 participating in the Extended School Day Program effective September 16, 2013 through June 20, 2014, and 1 week of summer success pursuant to the terms outlined in the agreement and directs the superintendent to sign the agreement, pending the release of NYSDOE ESD grant funds.

Prospect Center

Resolution #19

As recommended by the Superintendent - BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District approves the agreement with Prospect Center for the purpose of providing instructional services to specific district students, effective September 4, 2013 for the 2013-2014 school year for the amount of tuition as outlined in the agreement and directs Superintendent Paul Berry, to execute the agreement.

NYSSBA Policy Service Agreement

Resolution #20

As recommended by the Superintendent - BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne School District, that the agreement between NYS School Boards Association and the District, to provide policy update services be continued, effective August 1, 2013 to July 31, 2014, for the amount of \$750.

Seconded by Mrs. Lombardi

Yes: 5 No: 0 Abstain: 0

Motion carried

Amend the Strategic Action Plan

Motion by Mrs. Visscher

Resolution #21

As recommended by the Superintendent, BE IT RESOLVED, the Board of Education approves the Hadley-Luzerne Central School District's Strategic Action Plan, amending the Strategic Action Plan approved on November 22, 2010, effective August 19, 2013.

BE IT FURTHER RESOLVED, the board approves the three goals 1) Ensure Safety, Health and Wellness of Our Students 2) Support All Students in Achieving Their Potential 3) Strengthen Parental and Community Involvement; The Board commits to monitor the plans' progress by working with the Superintendent of Schools to design board meeting agendas over the course of the year that will

include reports by staff and administration on progress towards these goals. The Board of Education requires all building administrators and staff to develop goals and objectives that support the Hadley-Luzerne Central School Strategic Action Plan. The Board of Education directs the Superintendent of Schools to implement these goals and objectives as measurable therefore defining when each goal will be accomplished and take action to identify how and who will be responsible for realizing each goal and corresponding objective.

Seconded by Mr. Hanlon

Yes: 5 No: 0 Abstain: 0

Motion carried

Board Meeting Minutes

Motion by Mr. Hanlon

Resolution #22

Approve the July 9, 2013 Organizational/Regular Meeting minutes. (There was a change in the board committee reps - Policy is Mary Visscher and Scholarship is Gregory Novotarski)

Seconded by Mr. Novotarski

Yes: 5 No: 0 Abstain: 0

Motion carried

NEW BUSINESS

Creation of CSEA Aide Position

Motion by Mrs. Visscher

Resolution #23

As recommended by the Superintendent - BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District to create the position of a part time aide (one on one) position as per the CSEA agreement for the purpose of fulfilling IEP requirements.

Seconded by Mrs. Lombardi

Yes: 5 No: 0 Abstain: 0

Motion carried

Motion by Mrs. Lombardi to approve resolutions 24-26:

Mahoney Service Agreements

Resolution #24

As recommended by the Superintendent - BE IT RESOLVED, that the Board of Education of the Hadley-Luzerne Central School District hereby approves the agreements with Mahoney Notifier Inc., to subscribe to Security Fire Service and Monitoring effective July 1, 2013 for the monthly rate outlined in the terms and conditions and directs the Superintendent to sign the agreements.

Bus and Van Bids

Resolution #25

The Board of Education accepts the winning trade-in quote for the following:

Highest Quote dated May 25, 2013 (Exceeding all BIDS) for the trade in value of \$3800.00 by Leonard Bus Sales of 63 Duplainville Road, Saratoga Springs, NY 12866 for the 2002 International School Bus 66 passenger – 106,500 miles, and directs the Transportation director to utilize this for the new bus purchase.

Resolution #26

The Board of Education accepts the winning bid for the following:

Highest Bid of \$601.00 by Sunny Sweet, of Queensbury for the 2003 Chevy Venture 7 passenger Mini-van – 165,300 miles, and directs the Business Official to complete this transaction.

Seconded by Mr. Novotarski

Yes: 5 No: 0 Abstain: 0

Motion carried

APPOINTMENTS

HLTA

Motion by Mrs. Lombardi

Social Studies Teacher – David Snyder

Resolution #27

BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District that the David Snyder be reinstated to fill the full time social studies teacher vacancy (due to a retirement) as per the HLTA agreement; Mr. Snyder is the most senior teacher on the Social Studies tenure PEL list, therefore he is reinstated; his salary will be Step11C according to the 7/1/2013 HLTA salary schedule, effective September 3, 2013.

Seconded by Mrs. Visscher

Yes: 5 No: 0 Abstain: 0

Motion carried

Motion by Mrs. Lombardi

School Psychologist – Meghan Amatrano

Resolution #28

BE IT RESOLVED, that the Board of Education of the Hadley-Luzerne School District hereby accepts the recommendation of Superintendent Berry to appoint Meghan Amatrano to a three (3) year probationary appointment as a full time psychologist in the School Psychologist tenure area, commencing September 1, 2013 and ending August 31, 2016. Ms. Amatrano holds a provisional NY Certificate (#636310121) as a School Psychologist.

A necessary factor in consideration for tenure at the end of this probationary appointment will be receipt of professional certification and fulfillment of all other requirements of the New York State Education Department, by Ms. Amatrano, no later than the expiration date of her probationary appointment, and will keep the superintendent informed as to her progress towards professional certification.

Ms. Amatrano will be placed on Step 1D (\$42,099) of the 7/1/13 salary schedule contained in the collective bargaining agreement between the District and the Hadley-Luzerne Teachers' Association.
Seconded by Mr. Novotarski

Yes: 5 No: 0 Abstain: 0

Motion carried

HLTA EXTRA-PERIODS/EXTRA-CURRICULAR

Motion by Mrs. Lombardi

Resolution #29

As recommended by the Superintendent, BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District that the following person be granted appointment to the extra-periods indicated below as per Article XV D. or extra-curricular pay schedule of the HLTA Agreement.

| <u>Name</u> | <u>Position</u> | <u>Effective</u> | <u>Stipend/Years Exp.</u> |
|-----------------|---------------------------|-----------------------|---------------------------|
| Maya Puchkoff | 6th Period Art 7-12 Gr. | 2013-2014 school year | \$1900 5 yrs. |
| Joseph Iachetta | 6th Period Music 7-12 Gr. | 2013-2014 school year | \$2050 6 yrs. |
| Sue Thompson | 6th Period Math 7-12 Gr. | 2013-2014 school year | \$1900 4 yrs. |

| | | | | |
|-----------|-----------|--|-----------------------|---------------------|
| Matthew | Fauler | 6th Period S. Studies 7-12 Gr. | 2013-2014 school year | \$1700 2 yrs. |
| Kim | Ott | 6 th Period Math 7-12Gr. | 2013-2014 school year | \$2050 6 yrs. |
| Christine | Willmart | 6 th Period Math 7-12 Gr. | 2013-2014 school year | \$2050 7 yrs. |
| Matthew | Howard | 2 Ex. Periods French 7-12 Gr. | 2013-2014 school year | \$3400 2 yrs.(2) |
| Wayne | Strong | 1.5 Ex. Periods Spanish 9-12 Gr. | 2013-2014 school year | \$2550 3 yrs.(1.5) |
| Anne | Green | 6th Period Sci. 9-12 Gr. | 2013-2014 school year | \$2050 6 yrs. |
| Gary | Braham | .5 6th Period Sci. 9-12 Gr. | 2013-2014 school year | \$1175 10 yrs.(.5) |
| Erin | Dickenson | 6 th Period Math 9-12 Gr. | 2013-2014 school year | \$2200 8 yrs. |
| Karen | Love | 1.5 Ex. Periods Math 9-12 Gr. | 2013-2014 school year | \$2850 5 yrs.(1.5) |
| Larry | Rounds | .5 6th Period Math 9-12 Gr. | 2013-2014 school year | \$1175 10 yrs. (.5) |
| Andrea | Palmer | 6th Period 9-12 Art Gr. | 2013-2014 school year | \$2350 10 yrs. |
| Joseph | Winters | .5 6 th Period 9-12 Science Gr. | 2013-2014 school year | \$2500 11 yrs.(.5) |
| Robert | Duffy | 6th Period 9-12 Spec Ed Gr. | 2013-2014 school year | \$2500 11 yrs. |
| Denise | Haraughty | 6th Period 9-12 Spec Ed Gr. | 2013-2014 school year | \$1900 4 yrs. |
| Christa | Terry | 6 th Period Spec Ed 9-12 Gr. | 2013-2014 school year | \$2500 11 yrs. |
| Barbie | Eichorst | 6 th Period Spec Ed 9-12 Gr. | 2013-2014 school year | \$1900 5 yrs. |
| Theresa | Crombach | 6 th Period Instrumental 9-12 Gr. | 2013-2014 school year | \$1700 3 yrs. |
| Merri | Purdy | 6 th Period Music 9-12 Gr. | 2013-2014 school year | \$2200 8 yrs. |
| Jeannine | Bieber | .5 6th Period Chem. 9-12 Gr. | 2013-2014 school year | \$ 850 3 yrs. (.5) |
| Frank | Dymond | .5 7th Period Phys Ed. 9-12 Gr. | 2013-2014 school year | \$1025 7 yrs. (.5) |
| Grant | Skiff | .5 7th Period Health 9-12 Gr. | 2013-2014 school year | \$1175 10 yrs.(.5) |
| Jack | Conway | .5 6th Period Phys. Ed 7-12 Gr. | 2013-2014 school year | \$1025 7 yrs. (.5) |
| Carol | Cooney | .5 6th Period Science 7-12 Gr. | 2013-2014 school year | \$1025 6 yrs. (.5) |
| Nancy | Porpora | 7 th Period Math 3-6 Gr. | 2013-2014 school year | \$2050 7 yrs. |
| Patti | Cook | 7 th Period Reading 3-6 Gr. | 2013-2014 school year | \$2050 6 yrs. |
| Melanie | Brooks | 7 th Period Reading 3-6 Gr. | 2013-2014 school year | \$1900 5 yrs. |
| Sandi | Lemery | 7 th Period Spec Ed 6-8 Gr. | 2013-2014 school year | \$1900 4 yrs. |
| Donna | Robertson | 7 th Period Spec Ed 3-6 Gr. | 2013-2014 school year | \$1900 5 yrs. |
| David | Snyder | Chaperone | 2013-2014 school year | \$52.00 per event |

Seconded by Mr. Hanlon

Yes: 5 No: 0 Abstain: 0

Motion carried

CSEA

Motion by Mrs. Lombardi

School Nurse – Annie Horn

Resolution #30

As recommended by the Superintendent to the Board of Education to approve the probationary appointment of Annie Horn to the position of Professional School Nurse (RN) effective September 1, 2013 according to the terms and salary (\$26,652) stated in the most recent CSEA contract; Mrs. Horn's probationary period shall begin on September 1, 2013 and end on August 31, 2014.

Seconded by Mr. Novotarski

Yes: 5 No: 0 Abstain: 0

Motion carried

Motion by Mrs. Lombardi
Per Diem Summer Days - School Nurse Annie Horn
Resolution #31

As recommended by the Superintendent, for the Board of Education to approved four (4) per diem days for training Annie Horn at the rate of \$20.42 per hour, effective approximately August 20-23, 2013.

Seconded by Mrs. Visscher

Yes: 5 No: 0 Abstain: 0

Motion carried

Motion by Mrs. Lombardi
Typist – Pamela Heil
Resolution #32

As recommended by the Superintendent to the Board of Education to approve the probationary appointment of Pamela Heil to the position of CSEA Typist effective August 22, 2013 according to the terms and salary (\$19,463 annualized) stated in the most recent CSEA contract; Mrs. Heil probationary period shall begin on August 22, 2013 and end on August 21, 2014.

Seconded by Mrs. Novotarski

Yes: 5 No: 0 Abstain: 0

Motion carried

Motion by Mrs. Visscher
Teaching Assistant – Gina Kipp
Resolution #33

As recommended by the Superintendent to the Board of Education to approve the probationary appointment of Gina Kipp to the position of part time Teaching Assistant effective September 1, 2013 according to the terms and rate (\$10.60 per hour) stated in the most recent CSEA contract; Mrs. Kipp's probationary period shall begin on September 1, 2013 and end on August 31, 2014.

Seconded by Mrs. Lombardi

Yes: 5 No: 0 Abstain: 0

Motion carried

Motion by Mrs. Lombardi
Aide – Nichole Wells
Resolution #34

As recommended by the Superintendent to the Board of Education to approve the probationary appointment of Nichole Wells to the position of part time Aide effective September 1, 2013 according to the terms and rate (\$8.67 per hour) stated in the most recent CSEA contract; Ms. Wells probationary period shall begin on September 1, 2013 and end on August 31, 2014.

Seconded by Mr. Novotarski

Yes: 5 No: 0 Abstain: 0

Motion carried

Motion by Mrs. Lombardi
Food Service Worker – Crystal Mattison
Resolution #35

As recommended by the Superintendent to the Board of Education to approve the probationary appointment of Chrystal Mattison to the position of part time Food Service Worker effective September

1, 2013 according to the terms and rate (\$8.67 per hour) stated in the most recent CSEA contract; Ms. Mattison's probationary period shall begin on September 1, 2013 and end on August 31, 2014.
Seconded by Mr. Hanlon

Yes: 5 No: 0 Abstain: 0

Motion carried

OTHER

Motion by Mrs. Visscher

Resolution #36

As recommended by the Superintendent - BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District that the following persons be granted appointment to the position indicated below pending all clearances and job requirements. Such appointments and the employment of the following individuals are subject to termination upon written notice from the Board of Education.

| <u>Name</u> | <u>Position</u> | <u>Effective</u> | <u>Salary/Wage</u> |
|-------------------|-----------------------|------------------|--------------------|
| William O'Donovan | Summer Cleaner | 7/29/2013 | \$ 7.25 per hour |
| Lynn Allen | Substitute Bus Driver | 9/3/2013 | \$12.50 per hour |

Seconded by Mrs. Lombardi

Yes: 5 No: 0 Abstain: 0

Motion carried

RESIGNATIONS

Motion by Mrs. Lombardi

Resolution #37

The Board of Education accepts the resignation of Jean Romer-Cieslik from the position of Teaching Assistant, effective July 24, 2013. (As previously appointed; Mrs. Romer-Cieslik is requesting to continuing her ESD Substituting and Chaperone duties with the District.)

Resolution #38

The Board of Education accepts the resignation of Ingrid Williams from the position of Summer Cleaner, effective July 18, 2013.

Resolution #39

The Board of Education accepts the resignation of Susan Forlie from the position of typist, effective August 15, 2013.

Resolution #40

The Board of Education accepts the resignation of Joanne Adams from the position of Bus Driver, effective August 31, 2013.

Seconded by Mrs. Visscher

Yes: 5 No: 0 Abstain: 0

Motion carried

Mr. Berry recognized the two long term employees and expressed gratefulness for the service of all four.

SCHEDULE OF BILLS

Motion by Mrs. Lombardi

Resolution #41

As recommended by the Superintendent - accept warrants #57 (\$6,761.51), #58 (\$345,053.14), #1 (\$196,985.91), #2 (\$76,025.76), #4 (\$334,720.82)

Seconded by Mr. Hanlon

Yes: 5 No: 0 Abstain: 0

Motion carried

SCHOOL TAX COLLECTOR NOTICE & PERMISSION TO ADJUST TAX ROLLS

Motion by Mrs. Lombardi

Resolution #42

The Board of Education approves the school tax notice and grants permission to Tax Collector, Darcey Hastings to make adjustments to the tax rolls, as needed.

Seconded by Mr. Novotarski

Yes: 5 No: 0 Abstain: 0

Motion carried

2013-2014 SCHOOL YEAR TAX WARRANT

Motion by Mrs. Visscher

Resolution #43

2013-2014 School Year – Tax Warrant
Chapter 73, Laws of 1977, as amended:

| | |
|---|-------------------|
| 13/14 Budget Total | \$18,939,709.00 |
| Maximum Retained Fund Balance (4% of budget) | 757,588.00 |
| Total Fund Balance as of 6/30/2012 | 3,519,485.00 |
| Fund Balance used for 13/14 Budget | 1,475,000.00 |
| Carry Over Encumbrances | 38,262.00 |
| Reserve for Tax Certiorari | 366,457.00 |
| Reserve for Unemployment Insurance | 125,000.00 |
| Reserve for Retirement Contributions | 550,000.00 |
| Employee Benefit Reserve | 175,000.00 |
| Reserve for Repairs | 40,000.00 |
| Retained Fund Balance | 749,766.00 |

To the Collector of Hadley-Luzerne Central School District, Towns of Day, Edinburg, Hadley, Lake Luzerne, Stony Creek, Warrensburg, Counties of Warren and Saratoga, New York State.

YOU ARE HEREBY COMMANDED:

- To give notice and start tax collection on September 3, 2013. (In accordance with the provisions of Section 1322 of the Real Property Tax Law)
- To give notice that tax collections will end on November 4, 2013.
- To collect taxes in the total sum of **\$10,176,078 (\$10,169,578 + \$6,500 Library)** in the same manner that Collectors are authorized to collect town and county taxes in accordance with the provisions of Section 1318 of the Real Property Tax Law.
- To make no changes or alterations in the tax warrant or the attached tax rolls but shall return the same to the board of education. The board may recall its warrant and tax roll for correction of errors or omissions in accordance with the provisions of Section 1316 of the Real Property Tax Law.
- To forward by mail to each owner or real property listed on the tax rolls within ten days after the start of collection a statement of taxes due on his property on numbered tax bill forms provided by the school district in accordance with the provisions of Section 922 of the Real Property Tax Law. To forward by mail without interest penalties, to the office of the County Treasurer on the school tax rolls in accordance with provisions of Section 540 and 544 of the Real Property Tax Law.
- To receive from each of the taxable corporations and natural persons the sums listed on the attached tax roll without interest penalties when such sums are paid on or before October 3, 2013, to add two percent (2%) penalties to all taxes collected from October 2, 2013, to November 4, 2013, and to account for such sums as income due the school district.
- To issue numbered receipts on forms provided by the school district in acknowledgment of receipt payments of taxes and to retain, preserve and file copies of all such receipts issued as required by Section 986 of the Real Property Tax Law.

8. To promptly return this warrant at its expiration and if any taxes on the attached tax rolls shall be unpaid at that time, deliver an accounting thereof on forms showing by town the total assessed valuation, tax rate, the total tax levy, the total amounts collected and the total amounts remaining uncollected as required by Section 1330 of the Real Property Tax Law.

This Warrant is issued pursuant to Section 910, 912, and 914 of the Real Property Tax Law and is delivered in accordance with Sections 1306 and 1318 of the law. It is effective immediately after it is properly signed by a majority of the members of the board of education. This warrant shall expire on the date stated above unless a renewal or extension has been endorsed on the face of this warrant in writing in accordance with Section 318, subdivision 2 of the Real Property Tax Law.

Seconded by Mrs. Lombardi

Yes: 5 No: 0 Abstain: 0

Motion carried

PUBLIC COMMENTS

Sonja Harris, Parent, Employee, PTSA: Again this year, there are certain teacher websites that are not up to date and the supply lists are outdated.

Toni Springer, Parent, PTSA President: The PTSA Fundraiser will be in the fall and will be including the high school in the fundraiser with those funds going directly back to the high school classes. The fall festival is scheduled for Sunday October 29th from Noon to 3:00 PM at Hadley Park. She thanked David Diamond for cleaning up the front garden at the elementary school.

ADMINISTRATIVE/BOARD COMMENTS

ADJOURNMENT

Motion by Mr. Hanlon to adjourn the meeting at 9:38 PM.

Seconded by Mrs. Lombardi

Yes: 5 No: 0 Abstain: 0

Motion carried

Submitted by District Clerk, Regina York