



WHITNEY POINT CENTRAL SCHOOL DISTRICT

Board of Education Meeting

Whitney Point High School Building
Library
P.O. Box 249, 10 Keibel Road
Whitney Point, NY 13862

BOARD MINUTES

Tuesday, February 4, 2014
7:00 p.m.

District Mission:

To provide an excellent education ensuring that all children maximize their potential, become contributing citizens, and pursue lifelong learning.

District Beliefs:

- All children possess unique qualities and come to school eager to learn and be successful.
- We respect all people within our community and treat them with dignity at all times.
- Learning is a partnership that includes school staff, parents, family and the community.
- Knowledge allows for critical thinking and effective decision-making.
- The community is well served by maximizing the use of available resources and by the responsible stewardship of assets.
- Purposeful and intentional change is a constant that leads to educational improvement and positive results.
- Compliance with state and federal regulations is critical to school district success.

District Vision:

- To be a community of excellence achieved through a commitment to HIGH performance, morale, and involvement.

Meeting called to order at 7:08 p.m.

Pledge of Allegiance was recited

| | | <u>Present</u> | <u>Absent</u> |
|--------------------|------------------------------------|----------------|---------------|
| Sara Bencoter | President | X | |
| Stephanie Champney | Vice-President | X | |
| Kathleen Driscoll | Member | X | |
| Brian Jeker | Member | X | |
| Gene-Paul Jordan | Member | | X |
| Andrew Palmer | Member | | X |
| Thomas Tasber | Member | X | |
| Patricia Follette | Superintendent of Schools | X | |
| Jo-Ann Sexton | Dir. of Curriculum and Instruction | X | |
| Zachary Woodard | School Business Executive | X | |
| Cynthia Burchell | District Clerk | X | |

Others in attendance: Dave Ballard, Joyce Ballard, Kim Becker, Drew Gardner, Murphee Hayes, Luann Kida, Jake Lynch, Matt Pardoe, Dan Sweeney, Christopher VanDusen, Kaitlinn Wickwire

A. PROPOSED EXECUTIVE SESSION

None

B. MINUTES

Ms. Follette recommended Board approval of the Minutes from the Board Meeting held on January 14, 2014.

Moved by Stephanie Champney

Seconded by Brian Jeker

Thomas Tasber asked that the minutes be amended to include the commendation for Mr. Jones and the Select Chorus performance at the Binghamton Senators game on January 10, 2014.

5 Aye 0 Nay 0 Abstained

APPROVED

Ms. Follette recommended Board approval of the Minutes from the Special Board Meeting held on January 30, 2014.

Moved by Thomas Tasber

Seconded by Brian Jeker

5 Aye 0 Nay 0 Abstained

APPROVED

C. CORRESPONDENCE

None

D. POLICIES 1ST READING

None

E. POLICIES 2ND READING

None

F. COMMENTS FROM THE PUBLIC

None

G. COMMENDATIONS

Ms. Follette commends:

- Sue Musshafen, Jeff Johnson, Sue Porter, Jackie Bucinell, Sharon Crosier, and Russ Davis as well as other staff and community members for a successful Science Fair held on Thursday, January 30, 2014, and Friday, January 31, 2014.
- The Whitney Point Central School District Cafeteria staff for their recent NYS Health Department Inspections. This is the third year in a row all three buildings were without violation.

H. OLD BUSINESS

1. Adoption of District Safety Plan

The Board of Education of the Whitney Point Central School District adopts as a whole the School District Safety Plan adopted by the Board of Education for its governance and operation as stipulated in the district policy manual. The plan will be reviewed annually and revised as necessary.

Moved by Kathleen Driscoll

Seconded by Stephanie Champney

Thomas Tasber asked if Page 6 should say 1989.

Ms. Follette stated it appears so, but she will look into it and change it if necessary.

Thomas Tasber asked for clarification on table top drills and exercises.

Ms. Follette stated the table top drills are an exercise where an outside person is brought in to address various scenarios.

Mr. Tasber asked why there was no information on how parents are notified after a serious incident.

Ms. Follette stated that information is contained in the Building Safety Plans, and is not made public for safety reasons.

Ms. Follette thanked Bill Dean for all of his hard work.

5 Aye 0 Nay 0 Abstained

APPROVED

I. NEW BUSINESS

1. Budget Update

Ms. Follette presented the 2014-2015 Budget Overview. She stated she participated in a webinar that provided a information about the Governor's budget and that she is hopeful there will be changes. She provided a review of last year's 2013-2014 budget of \$32,499,049.00. She explained the gap elimination and reviewed the prior use of reserves. Ms. Follette stated the Governor proposed a 4% increase overall in the 2014-2015 budget, but that does not translate into 4% aide for our District. She reviewed the 2014-2015 Governor's executive state budget highlights and the state aid comparison between 2013-2014 and 2014-2015.

Ms. Follette compared the District's budgets over the past four years. Ms. Follette reviewed the costs for the upcoming increases for the Teachers' Retirement System, Employees' Retirement System, estimated health insurance and estimated salary increases. She stated a 1% tax levy provides \$74,253.00. Ms. Follette explained that taking the anticipated revenue increases into consideration, the remaining gap as of right now is \$378,321.00. Ms. Follette stated the District's historical goals were to try to stabilize a tax levy increase from year to year. She stated the Finance Committee agreed 4% would be a good benchmark. She also stated a goal of the committee was to try to build reserves and the fund balance. She stated the District's current goals are to develop a reasonable tax levy increase, maintain a focus on education and build a sustainable budget.

Ms. Follette stated she and Mr. Woodard have meetings scheduled with administrators and directors of facilities and transportation to examine programs and services. She stated BOCES request for services is to be reviewed and incorporated into the budget. Ms. Follette explained the District will continue to monitor the Governor's budget to see what changes from the initial proposal. She stated that at the Board of Education meeting on February 18th she will continue to update the budget development process.

Sara Bencoter thanked Ms. Follette for providing numbers for the presentation.

2. Medicaid Update

Ms. Sexton presented the quarterly Medicaid Compliance Update. She reviewed the reason for the District's compliance plan as well as the goals of the State Compliance Agreement. Ms. Sexton discussed the school district services that are currently billable through Medicaid and reviewed the recent developments between NYS and Federal Government Medicaid. She outlined the District's compliance activities and provided details on year two of the Cost Based Settlement. Ms. Sexton reviewed the Random Moment in Time Study and provided an introduction to the Preschool/School Supportive Health Services Program (SSHSP) cost settlement process. She reviewed the recent activities in training for the District. Ms. Sexton stated that reimbursements have been coming in at a more streamlined rate and the District is hoping to soon see funds from the cost based reimbursement.

3. Special Education Update

Mr. Sweeney provided a special education update. He gave an overview of the current enrollment stating the number of students with disabilities is down from last year and the number of students with 504 accommodation plans is currently up a little, which is a trend across New York State. He explained the classification data. Mr. Sweeney explained that the number of autistic students is going up according to the Center for Disease Control. He stated he was not sure if that number was up because of better reorganization or because the number is really going up. He reviewed the number of CSE students entering and exiting the District since July 1, 2013 and the number of off-campus students. Mr. Sweeney stated there are currently 25 children in the CPSE.

Mr. Tasber asked if there was a higher percentage at preschool than there is in the district.

Mr. Sweeney stated he was not sure, but he would find out. He stated these numbers were out of approximately 200 students, and included 3 and 4 year olds.

Mr. Sweeney stated that the IEP certificate phased out in June 2013 and that new exiting credentials will be put into place for students with disabilities. He stated the Skills and Achievement Commencement Credential will be implemented for students with the most severe

disabilities, and the Career Development and Occupational Studies Commencement Credential (CDOS) will be similar to what our current BOCES students are doing. Mr. Sweeney reviewed the requirements for students to earn a CDOS. He stated students must develop a Career Plan which would start in 6th grade and continue through their senior year. He stated the student must demonstrate achievement of the commencement level CDOS Learning Standards. Mr. Sweeney stated students must have successfully completed at least 216 hours of CTE coursework and/or work-based learning experiences (of which at least 54 hours must be in work-based learning experiences). He stated it is new for us to have to provide the kids with work experience. BOCES students will have this covered if they are enrolled in a Career Tech course or program. He stated he has had discussions with Ms. Follette regarding a possible school store and opportunities with buildings and grounds may exist.

Stephanie Champney asked if there would be any off-campus opportunities.

Mr. Sweeney stated yes, our goal would be to develop off-campus work experiences

Stephanie Champney asked if they would be paid.

Mr. Sweeney said they can be paid experiences or volunteer

Mr. Sweeney stated the District is working on providing more Resource Rooms to provide specialized supplementary small group instruction. He stated this instruction is provided in addition to the general education or special education classroom instruction. He stated this will be a small group of kids capped at five for supplementary instruction. He stated the District could possibly add five resource rooms this year and are hoping to expand that number. He stated there if we add Resource Rooms we will need to look to other areas of service to scale back on and the goal is to maintain the proper balance between Resource Rooms and Consultant Teacher Services

Mr. Tasber asked if it will negatively affect those who do not need help if you pull students out of academic support.

Mr. Sweeney stated they are not pulling out of academic support. The students will be in mainstream settings.

Mrs. Champney asked if they would just be getting extra help in a different manner.

Mr. Sweeney stated yes, with a focus on providing Specially Designed Instruction

4. Family, Career & Community Leaders of America Field Trip Request

Ms. Follette recommended Board approval of the FCCLA field trip to Syracuse, NY, to be conducted on Thursday, March 27, 2014 through Saturday, March 29, 2014.

Moved by Stephanie Champney

Seconded by Kathleen Driscoll

Mr. Tasber stated he was impressed with the work the advisors are doing to provide field trips.

Mrs. Champney stated she was glad to see middle school students included and having these opportunities.

5 Aye 0 Nay 0 Abstained

APPROVED

5. Lacrosse Pilot Program

Ms. Follette recommended approval of a spring 2014 JV Girls Lacrosse Team. This is a pilot year for this team and continuation of any future Girls Lacrosse Teams would require Board of Education approval.

Moved by Kathleen Driscoll

Seconded by Thomas Tasber

Mr. Tasber stated he liked all the information.

5 Aye 0 Nay 0 Abstained

APPROVED

6. Coaching Appointments

Ms. Follette recommended Board approval of the following 2014 spring coaching recommendations:

Boys Baseball

| | |
|----------------|----------------|
| Varsity | Stephen Samsel |
| Junior Varsity | Steve Morgan |
| Modified | Jed Frost |

Golf

| | |
|---------|------------|
| Varsity | Matt Poyer |
|---------|------------|

Girls Softball

| | |
|----------------|----------------------|
| Varsity | Michael Hakes |
| Junior Varsity | Position Open |
| Modified | Dan Wickham |

Boys Lacrosse

| | |
|----------------|----------------------|
| Varsity | Position Open |
| Junior Varsity | Kirk Smith |
| Modified | Jamie Ross |

Track & Field

| | |
|-----------|--------------------|
| Varsity | Murphee Hayes |
| Assistant | Stacie Winterstein |
| Assistant | Joe Kucher |
| Assistant | Troy Rounds |

Moved by Stephanie Champney

Seconded by Brian Jeker

5 Aye 0 Nay 0 Abstained

APPROVED

7. Appointment Amendment

Ms. Follette recommended Board approval to amend the appointment of **Allyson Godbout** from a two-year probationary appointment to a three-year probationary appointment effective September 1, 2013.

Moved by Stephanie Champney

Seconded by Thomas Tasber

Ms. Follette stated this was not a reflection on her performance. She stated she found that legally tenure from a previous state does not count. Ms. Follette stated Ms. Godbout was very agreeable.

5 Aye 0 Nay 0 Abstained

APPROVED

8. Resignations

Ms. Follette recommended Board approval of the resignation of **James Ortiz**, Bus Driver, effective February 14, 2014.

Moved by Kathleen Driscoll

Seconded by Brian Jeker

5 Aye 0 Nay 0 Abstained

APPROVED

Ms. Follette recommended Board approval of the resignation of **Michelle Covert**, Bus Driver, effective February 14, 2014.

Moved by Brian Jeker

Seconded by Stephanie Champney

5 Aye 0 Nay 0 Abstained

APPROVED

9 . Extra-Curricular Application Approval

Ms. Follette recommended Board approval of the following extra-curricular application:

Freshman Class Advisor

Dean, Janice

Moved by Kathleen Driscoll

Seconded by Thomas Tasber

Ms. Follette stated the application may have come in and was somehow overlooked. She stated she was grateful to Staci McDonald found that it had not been processed. Ms. Follette stated Mrs. Dean was very happy to provide an another application.

5 Aye 0 Nay 0 Abstained

APPROVED

10. Committee on Special Education

Ms. Follette recommended Board approval of the recommendations of the Committee on Special Education.

Moved by Thomas Tasber

Seconded by Kathleen Driscoll

5 Aye 0 Nay 0 Abstained

APPROVED

11. Change Orders

Ms. Follette recommended Board approval of the following Change Orders:

MC-004 – Provide all labor, material, and equipment to remove one (1) existing cabinet heater at the TRA in order for the General Contractor to install the door per contract drawings.

Total cost of \$277.00 will be subtracted from the Contract Allowance. Hence, the Contract sum of \$370,000.00 will remain unchanged.

MC-005 – Provide a credit for the unused portion of the project allowance back to the District.

The Contract Sum of \$370,000.00 will be decreased by this Contract Allowance Credit in the amount of \$6,556.00 to \$363,444.00.

PC-009 – Provide a credit for the unused portion of the project allowance back to the District.

The Contract Sum of \$251,799.00 will be decreased by this Contract Allowance Credit in the amount of \$426.00 to \$251,373.00.

RC-006 – Provide all labor, material, and equipment required for the following:

- Provide a credit for deletion of new Dens Deck and vapor barrier at the TRA Auditorium roof. During removals, it was discovered that the existing vapor barrier and thermal barrier were in excellent condition and could be reused.
- Further work associated with the field directed leak investigation and flashing work at miscellaneous AHU curb.

The Contract Sum of \$475,147.00 will be decreased by this Change Order in the amount of \$4,649.00 to \$470,498.00.

RC-007 – Provide a credit for the unused portion of the project allowance back to the District.

The Contract Sum of \$470,498.00 will be decreased by this Contract Allowance Credit in the amount of \$16,670.00 to \$453,828.00.

SC-021 – Provide all labor, material, and equipment required for the following at the TRA:

- Additional asphalt in lieu of lawn at Bus Loop to accommodate fuel truck turning radius.
- Additional gravel at rear parking/service area to accommodate overflow parking.
- Site modifications along rear service drive to address KFA memo and variations in original survey.

The Contract Sum of \$1,849,067.00 will be increased by this Change Order in the amount of \$13,143.00 to \$1,862,210.00.

Moved by Stephanie Champney

Seconded by Brian Jeker

Mr. Tasber asked how the remaining funds are handled.

Mr. Woodard stated at the end of the project, they have an unspent amount. He stated it could be voted on by the public to be set aside in a capital reserve for another project.

5 Aye 0 Nay 0 Abstained

APPROVED

ADDENDA

Commendations

Ms. Follette commended:

- Whitney Point High School student Andrew Barnhart for winning his 6th wrestling tournament of the season and capturing the 195 pound weight class at the IAC Championships in Watkins Glen. Jordan Torbitt, Nate Grubham, Trevor Glezen, and Dylan Dunham also placed in the 15 team championship event.

New Business

1. Appointments

Ms. Follette recommended Board approval of the appointment of **Dawn Boening**, Bus Driver, effective February 5, 2014.

Moved by Kathleen Driscoll

Seconded by Stephanie Champney

5 Aye 0 Nay 0 Abstained

APPROVED

Ms. Follette recommended Board approval of the appointment of **Rebecca Barr**, Bus Attendant, subject to fingerprint clearance. (*Effective date of hire: 2/10/14*)

Moved by Thomas Tasber

Seconded by Stephanie Champney

5 Aye 0 Nay 0 Abstained

APPROVED

2. Coaching Appointments

Ms. Follette recommended Board approval of the following 2014 spring coaching recommendations:

Girls Softball

Junior Varsity

David Horton

Boys Lacrosse

Varsity

Andrew Richards

Moved by Kathleen Driscoll

Seconded by Brian Jeker

5 Aye 0 Nay 0 Abstained

APPROVED

3. Unpaid Leave of Absence

Ms. Follette recommended Board approval of a three-day, unpaid family medical leave for **Randy Crooks**, Bus Driver, from March 7, 2014 to March 13, 2014.

Moved by Stephanie Champney

Seconded by Thomas Tasber

5 Aye 0 Nay 0 Abstained

APPROVED

J. COMMENTS FROM THE PUBLIC

None

K. SUPERINTENDENT'S UPDATE

None

L. ADJOURNMENT

Ms. Follette recommended Board approval of the motion to adjourn the public meeting at 8:40 p.m.

Moved by Stephanie Champney

Seconded by Kathleen Driscoll

5 Aye 0 Nay 0 Abstained

APPROVED

M. FYI

Read Across America Celebration Invitation
Broome-Tioga School Board's Legislative Issues – 2014
January Monthly Enrollment Comparison
February 14 – No School, Midterm Recess
February 17 – No School, President's Day
February 18 – Board of Education Meeting
February 21 – 11:30 a.m. Dismissal, PM UPK Attends/No AM UPK
February 21 - PTA Movie Night, 7:00 p.m.
March 3 – Read Across America Day
March 4 – Board of Education Meeting
March 5 – District Choral Festival, Grades 6-12
March 7 – PTA Mother/Son Event, CEA, 6:00 p.m. – 8:00 p.m.
March 9 – Daylight Savings Time begins
March 10 – WP-TRA & ME MS Combined Concert
March 14 – No School, Superintendent's Conference Day
March 18 – Board of Education Meeting and BUS VOTE
March 27 – CEA Math Night, 6:30 p.m. – 8:00 p.m.
March 28 – PTA Kids' Night Out, TRA, 6:00 p.m. – 8:00 p.m.

Respectfully submitted,


Cynthia Burchell, District Clerk