



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

MINUTES

BOARD MEETING

Tuesday, April 1, 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 7:02 p.m.

Pledge of Allegiance was recited

		<u>Present</u>	<u>Absent</u>
Sara Benscoter	President	X	
Stephanie Champney	Vice-President	X	
Kathleen Driscoll	Member	X	
Brian Jeker	Member	X	
Gene-Paul Jordan	Member	X	(Arrived at 7:34 p.m.)
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: Jessica Ballard, Hannah Bieber, Briana Brenchley, Marissa Cempa, Terry Dean, Jenny Gac, Luann Kida, Sam Lupold, Jerry Mackey, Rob Smith, Ashley Taylor, Tyler Underwood, Jessica Williamson, Tatiana Zudofsky

A. PROPOSED EXECUTIVE SESSION

Ms. Follette recommended Board approval to recess the public meeting at 7:03 p.m. and adjourn to Executive Session to hear discussion on personnel, legal and contractual matters.

Moved by Stephanie Champney

Seconded by Kathleen Driscoll

5 Aye 0 Nay 0 Abstained

APPROVED

Meeting called to order at 7:33 p.m.

B. MINUTES

Ms. Follette recommended Board approval of the Minutes from the Board Meeting held on March 18, 2014.

Moved by Stephanie Champney

Seconded by Brian Jeker

6 Aye 0 Nay 0 Abstained

APPROVED

C. CORRESPONDENCE

Letter from Brent Hall, President Lisle Free Library Board

D. POLICIES 1ST READING

None

E. POLICIES 2ND READING

None

F. COMMENTS FROM THE PUBLIC

None

G. COMMENDATIONS

Ms. Follette commends:

- Ms. Brodsky of the Caryl E. Adams Primary School, SUNY Cortland professors Dr. Klein and Professor Davidenko, and several SUNY Cortland Students for coordinating the CEA Family Math Night held on March 27, 2014.
- The Whitney Point PTA for their successful Kids' Night Out held on March 28, 2014.
- Mrs. Knapp for speaking at the SUNY Cortland School of Education "Celebrating Partnerships" Professional Development School Celebration held on Thursday, March

20, 2014. Ms. Follette stated the Whitney Point Central School District was honored and highlighted at this event.

- Whitney Point High School Student Emily Fiorenza for being accepted into the SUNY Fredonia NYS Summer School of the Arts Program. Ms. Follette commended Mr. Rice for helping Ms. Fiorenza throughout the process.

ADDENDA

- Whitney Point High School students Kristina Boyce and Jacob Poyer for earning a silver award for their STAR Event Competition at the Family, Career & Community Leaders of America, FCCLA, State Conference held in Syracuse, NY on March 27 – 29, 2014. They are eligible to go to San Antonio, Texas in July to compete at Nationals.

H. OLD BUSINESS

1. Budget Update

Ms. Follette presented a 2014-2015 Budget Update. She provided five-year budget comparison of Foundation Aid and the Gap Elimination Adjustment (GEA). She presented the proposed 2014-2015 Budget of \$33,171,129 with a proposed tax levy increase of 1.89%. Ms. Follette stated the District only receives \$4,900.00 more in foundation aid when factoring in the GEA than it did six years ago. She added that the District is currently trying to run a budget without millions of dollars taken away each year due to the flat foundation aid and the Gap Elimination Adjustment. Ms. Follette provided details regarding the Revenue projection, budget by component comparison, and budget highlights and innovations.

Sara Bencoter stated she is pleased with the proposed budget and feels it will advance student performance. She stated the budget proposal contains well thought-out plans and that she feels it will create continuity throughout the year. She stated she personally has no issues with the proposed tax levy increase.

Stephanie Champney stated she appreciates the enrichment programs, the ability to sustain the current programs, and the reduction of the appropriated fund balance.

Kathleen Driscoll stated it was wonderful to see positive highlights after all of these years. She stated she was glad to see the budget concentrating on progress and developing students. She commended Ms. Follette and Mr. Woodard for all of their hard work.

Thomas Tasber stated it was nice to see growth and healing instead of hemorrhaging. He stated he appreciates the reduction of the planned use of the fund balance.

Gene Jordan stated it was hard to read a very specific plan of where the district is; however, it is not the Board's position to micromanage the district. He stated he thinks the levy is reasonable.

Brian Jeker stated he likes the proposed budget. He stated he would like to see Whitney Point have a second language. He stated it is disappointing to go into the school and have one language choice. He suggested having a teacher that is qualified in two languages so we don't have to hire another teacher if this is possible.

Ms. Follette stated offering a second language choice would be a goal. She stated sign language is a different way of thinking for our kids and provides us with another opportunity for them. She stated Mandarin is another offering the district is looking into.

Gene Jordan stated he likes the idea of a Mandarin teacher. He stated the 4:00 bus is a big plus. He asked that consideration be given to relieve teachers of non-instructional duties. He stated this would give the teachers more time to look at instructional items.

Ms. Follette stated she understands the concern.

Brian Jeker asked about air conditioning in the auditorium.

Ms. Follette stated the air conditioning in the auditorium will be included in the next capital project. She stated she would like to establish a capital reserve to get the District to its next project. She stated it would be prudent to pay for renovations with our own money if we can get 95% aid back on capital projects.

I. NEW BUSINESS

1. Facility and Energy Program Update

Terry Dean provided an overview of maintenance and our Energy Management Program performance. He discussed the fact that each cleaner in our district cleans the area of 23, 1,400 square-foot homes each night after students leave. He provided an overview of the responsibilities of each of the building's head custodians and stated how proud he is that the Whitney Point District has a reputation as one of the cleanest districts in the region.

Mr. Dean stated our district has two groundskeepers that maintain around 50 acres of property plus up to 15 sport fields at any given time. He stated they are responsible for lawn/field maintenance, deliveries, garbage and the many odd jobs that come up every day.

He discussed the responsibilities of the district's maintenance technicians. He stated they maintain over 50 pumps, several hundred motors, over 150 flush valves, zone heating and domestic boilers, about 200 univentilators, miles of pipe and hundreds of valves and many, many other maintenance related items. He stated each maintenance technician has an average work area of about 119/1,400 square-foot homes.

Mr. Dean discussed the districts energy savings through the Energy Management Program. He stated the district has an energy savings from November of 2005 to February of 2014 of \$1,507,07. He provided a breakdown of the areas that exhibited savings.

Gene Jordan thanked Mr. Dean for his presentation. He asked Mr. Dean if the program he uses shows how many gallons of fuel oil are saved. Mr. Dean stated he doesn't know but he will look into it.

Gene Jordan commended the cleaners, and stated our District does have the cleanest schools in the area. He asked Mr. Dean if he gets feedback from teachers on heat adjustments.

Mr. Dean stated teachers all have different levels of comfort. Some are colder than others by nature.

Sara Bencoter thanked Mr. Dean and his staff.

Thomas Tasber stated he knows a lot of the jobs are thankless, but realizes Mr. Dean's job is one of the most thankless. He stated he appreciated Mr. Dean's effort and enthusiasm. He stated he runs into a lot of staff in extracurricular events and activities, and their attitudes are always very nice.

Mr. Dean thanked him and stated he will pass the message onto the staff.

2. Field Trip Approvals

Ms. Follette recommended Board approval of the Drama Club, Select Chorus and Tri-M Music Honor Society field trip proposal to New York City on June 14, 2014.

Moved by Thomas Tasber

Seconded by Gene Jordan

Stephanie Champney stated the field trip looks like fun.

6 Aye 0 Nay 0 Abstained

APPROVED

Ms. Follette recommended Board approval of the Drama Club field trip proposal to the Michael Harms Theater Festival in Auburn, NY on April 12, 2014.

Moved by Stephanie Champney

Seconded by Brian Jeker

6 Aye 0 Nay 0 Abstained

APPROVED

3. Instructional Calendar

Ms. Follette recommended Board approval of the 2014-2015 Instructional Calendar.

Moved by Stephanie Champney

Seconded by Gene Jordan

Ms. Follette stated the calendar is a little different this time. She stated the 1/2 days are difficult for the high school. She stated after checking the numbers they decided to try something new and provide 1/2 days only as needed for the TRA and CEA. She stated these days will be instructional at the high school level and therefore will not apply to the high school. Ms. Follette explained she consults with the teacher's association, administrators and other units before she brings the calendar to the Board of Education for approval. She stated the calendar is derived through the original BOCES calendar. She stated April 5th is an additional day the district will not be in session which is different than the BOCES calendar. She stated it will also be the first take back day if we run out of our allotment of snow days.

A discussion ensued.

6 Aye 0 Nay 0 Abstained

APPROVED

4. Appointment

Ms. Follette recommended Board approval of the appointment of **Jennifer Westcott**, School Counselor, effective April 1, 2014.

Moved by Stephanie Champney

Seconded by Kathleen Driscoll

6 Aye 0 Nay 0 Abstained

APPROVED

5. Resignations

Ms. Follette recommended Board approval of the resignation of **Jacob Pfeiffer**, cleaner, effective April 4, 2014.

Moved by Stephanie Champney

Seconded by Brian Jeker

6 Aye 0 Nay 0 Abstained

APPROVED

Ms. Follette recommended Board approval of the resignation of **Racheal Lee**, Registered Nurse, effective April 8, 2014.

Moved by Kathleen Driscoll

Seconded by Stephanie Champney

6 Aye 0 Nay 0 Abstained

APPROVED

Ms. Follette recommended Board approval of the resignation of **Vicky Kemak**, Cleaner, effective April 4, 2014.

Moved by Thomas Tasber

Seconded by Stephanie Champney

6 Aye 0 Nay 0 Abstained

APPROVED

Ms. Follette recommended Board approval of the resignation of **Jed Frost**, Modified Baseball Coach, effective April 4, 2014.

Moved by Kathleen Driscoll

Seconded by Brian Jeker

Gene Jordan stated he has heard great things about Jed Frost and he was sorry the District is losing him.

6 Aye 0 Nay 0 Abstained

APPROVED

ADDENDA

Ms. Follette recommended Board approval of the appointment of **Julie Bryan**, Bus Attendant, effective April 1, 2014.

Moved by Brian Jeker

Seconded by Kathleen Driscoll

Ms. Follette stated Julie Bryan replaces Angela Stephens.

6 Aye 0 Nay 0 Abstained

APPROVED

Ms. Follette recommended Board approval of the appointment of **Craig Richards**, Modified Baseball Coach, effective April 4, 2014.

Moved by Stephanie Champney

Seconded by Brian Jeker

Ms. Follette stated Craig Richards replaces Jed Frost and the District is very grateful for his willingness to work with the Modified Baseball Team.

6 Aye 0 Nay 0 Abstained

APPROVED

2. Appointment Amendment

Ms. Follette recommended Board approval to amend the appointment date of **Jennifer Johnson**, Teacher's Aide, from March 18, 2014 to April 1, 2014.

Moved by Stephanie Champney

Seconded by Kathleen Driscoll

Ms. Follette stated Jennifer Johnson is replacing Erin Heath.

Thomas Tasber stated he appreciates Ms. Johnson's cooperation.

6 Aye 0 Nay 0 Abstained

APPROVED

3. Resignation

Ms. Follette recommended Board approval of the resignation of **Andrew Palmer** from the Board of Education effective April 1, 2014.

Moved by Stephanie Champney

Seconded by Kathleen Driscoll

Stephanie Champney congratulated Andrew Palmer on his opportunity.

Thomas Tasber and Sara Bencoter wished Mr. Palmer luck in his endeavor.

6 Aye 0 Nay 0 Abstained

APPROVED

6. Unpaid Leaves of Absence

Ms. Follette recommended Board approval of a two-day, unpaid leave of absence for **Cathie Malchak**, teacher's aide, for April 10, 2014 and April 11, 2014.

Moved by Stephanie Champney

Seconded by Kathleen Driscoll

6 Aye 0 Nay 0 Abstained

APPROVED

Ms. Follette recommended Board approval of an additional unpaid leave of absence for **Jenny Gac**, Music Teacher, from September 2014 to September 2015.

Ms. Gac was originally approved for a leave of absence from September 2013 to September 2014 at the December 12, 2012 Board of Education Meeting.

Moved by Stephanie Champney

Seconded by Kathleen Driscoll

Sara Benscoter stated she understood the request and values Ms. Gac as a teacher. She stated it was nice to see the paperwork and documentation in order, and that her grades were stellar.

Thomas Tasber stated he appreciates the paperwork submitted and that this absence has been difficult on the District and the students. He stated he appreciates all she does and has done.

Ms. Gac stated she would appreciate the Board's support in this request. She stated she will have a lot to bring back to Whitney Point when she returns next year.

6 Aye 0 Nay 0 Abstained

APPROVED

7. Committee on Special Education

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

Moved by Thomas Tasber

Seconded by Brian Jeker

6 Aye 0 Nay 0 Abstained

APPROVED

8. Bond Resolution

Ms. Follette recommended Board approval of the attached Bond Resolution authorizing the issuance of \$444,269.00 aggregate principal amount serial bonds of the Whitney Point Central School District to finance the acquisition of school buses for the District.

Moved by Kathleen Driscoll

Seconded by Thomas Tasber

6 Aye 0 Nay 0 Abstained

APPROVED

9. Equipment Disposal

Ms. Follette recommended Board approval of the following copiers for disposal:

<u>Qty</u>	<u>Description</u>
1	Cannon imageRUNNER 6020i/BT BOCES Tag #029654
1	Cannon imageRUNNER 5055/BT BOCES Tag #031994
1	Cannon imageRUNNER 3300/BT BOCES Tag #024360
1	Cannon imageRUNNER 3300/BT BOCES Tag #024362
1	Cannon imageRUNNER 3300/BT BOCES Tag #024363
1	Cannon imageRUNNER 2200/BT BOCES Tag #024364

Moved by Stephanie Champney

Seconded by Brian Jeker

Mr. Woodard stated all of these copiers were on the Agenda a month ago. He stated BOCES needed to approve their disposal before we could put them on our Agenda to be disposed.

Thomas Tasber asked if they were usable.

Mr. Woodard stated they received repairs daily and the costs were adding up.

Thomas Tasber stated he would like to see them disposed of with other organizations that could use them.

Mr. Woodard stated they are well over 10 years old with millions of copies on them and discontinued parts, he stated the District no longer wanted to endure the hundreds of dollars in repair bills.

Thomas Tasber stated there are organizations that would be happy to use them and would like to see them donated rather than disposed of.

Mr. Woodard stated he would look into it.

6 Aye o Nay o Abstained

APPROVED

10. Vehicle Disposal

Ms. Follette recommended Board approval of the following vehicles for disposal at the Mel Manasse & Son Annual Spring Auction on April 25, 2014:

Bus #90 is 4DRBGAAN74A963414

Bus #92 is 4DRBGAAN04A963416

Bus #96 is 4DRBVAANX5A984474

Car #104 is 2G1WF52E059381661

Moved by Kathleen Driscoll

Seconded by Thomas Tasber

Ms. Follette stated the car failed the DOT inspection for body work. She stated vehicle #90 has a bad engine, vehicle #92 has a bad engine and vehicle #96 also needed too much body work to pass inspection.

6 Aye o Nay o Abstained

APPROVED

11. Resolution to Establish a Capital Reserve Fund

Shall the Board of Education establish a Capital Reserve Fund under the provisions of New York Education Law §3651(1)? The purpose of the fund is for the construction, repair and reconstruction of capital improvements and the acquisition of equipment. The ultimate amount of the fund shall be seven million dollars and the term shall be ten years. The source from which funds shall be obtained shall be any or all of the following: the balances of the two capital reserve funds previously established by the voters known as the roof capital reserve fund and the technology capital reserve fund, unappropriated fund balances from the general fund as determined by the Board of Education, state aid related to expenditures from the capital reserve fund, interest payable on the monies in the fund and any other additional monies later authorized by the voters of the District.

Moved by Stephanie Champney

Seconded by Brian Jeker

Mr. Woodard stated this resolution will go on the May ballot if approved at this meeting. He stated establishing a reserve fund doesn't obligate the district to put money into it. He stated over the next 10 years if the district has available money at the end of the fiscal year the money could be put into the fund. The District would then be able to have funds available for future construction projects, renovations and major repairs. The \$7 million is just a cap and not a requirement. Taxes would not increase due to the establishment of the capital reserve fund.

Thomas Tasber asked if he will be holding public information nights for any questions people may have about the fund.

Mr. Woodard stated he would certainly hold public information sessions if the Board of Education thinks there would be an interest.

Ms. Follette stated the information will also be included in the District's Budget Newsletter.

A discussion ensued.

6 Aye 0 Nay 0 Abstained

APPROVED

J. COMMENTS FROM THE PUBLIC

Marissa Cempa thanked the Board of Education for letting the students come to the meeting.

Sara Benscoter stated it is always nice to have students at the meetings.

LuAnn Kida invited the Board of Education to attend the Parent Graduation Night on May 15, 2014 at 5:00 p.m. at the CEA Cafeteria.

K. SUPERINTENDENT'S UPDATE

- March 18, 2014 Vote – Ms. Follette stated the electioneering did not affect the outcome of the vote. She stated the illegal activities are being dealt with by the appropriate authorities.
- Agenda and Minutes Format – Ms. Follette discussed the Agenda and Minutes format options. She provided samples of minutes from other districts.

Gene Jordan stated he liked the transparency of our District's minutes.

Ms. Follette stated our District's minutes are a summation of what was discussed. She stated at times they may leave out something that may have been unknowingly important to a Board Member, but not captured in the minutes. She stated many districts do not provide summations, and just record actions taken. She suggested perhaps not being so descriptive regarding the presentations.

Mrs. Benscoter suggested the Board Members could state what they would like documented in the minutes.

A discussion ensued regarding potential changes to the minutes and format.

- 3-8 Test Refusal – Ms. Follette stated eleven students across the District as of today refused testing. She described the procedure for the District, parents and students that want to refuse.

Mr. Tasber expressed concern regarding stressing the importance of the test. He stated as a Board of Education member he would like to hear the kids were told it was important in a way that was not causing them more anxiety.

Sara Benscoter thanked Ms. Follette for the way she handled the students who refused testing.

- Athletic Action Committee – Ms. Follette asked at what point does a committee accomplish its goals and no longer need to exist? She asked if the District was at a place where it no longer needs the Athletic Action Committee.

Gene Jordan stated he was part of the committee and felt like its objectives were accomplished years ago.

Sara Benscoter stated in her opinion the work was done and she would be open to reinstating the committee if needed in the future.

Mr. Tasber asked what Murphee’s thoughts were on the committee.

Ms. Follette stated she talked to Murphee and she believes it is no longer needed for athletics at this point in time.

- Summer Work Session Date and Agenda – Ms. Follette provided dates for the Summer Work Session and asked the Board of Education to respond to the District Clerk as to which days are convenient for them.
- NBT Tax Collection Proposal – Mr. Woodard stated the District requested a proposal from NBT regarding tax collection. He stated the district appreciated the proposal but it did not meet our current needs. He stated he felt with the cost and the limited collection hours it was not in our best interest to use outside tax collection through NBT at this time.
- Gene Jordan asked about the radon testing in the area. Ms. Follette stated Terry Dean had contacted the Riordan Group and there has been no radon testing, and there is also no mandated testing required at this time. She stated it will be included for consideration in any new renovation or capital project.

L. ADJOURNMENT

Ms. Follette recommended Board approval of the motion to adjourn the public meeting at 9:37 p.m.

Moved by Stephanie Champney

Seconded by Kathleen Driscoll

6 Aye 0 Nay 0 Abstained

APPROVED

M. FYI

April 1 – April 3 – ELA Testing, Grades 3-8
April 4 – PTA Father/Daughter Dance, TRA 6-8:00 p.m.
April 9 – HS Band & Chorus Spring Concert, 7:00 p.m.
April 10 – Kindergarten Parent Information Night, 7:00 p.m.
April 14 – April 21 – No School, Spring Recess
April 22 – April 25 – Kindergarten Registration
April 23 – Kindergarten Parent Information Night, 7:00 p.m.
April 24 – Destination D.C. Parent Meeting, TRA Auditorium, 7:00 p.m.
April 26, 2014 – CEA Celebration of Young Children 10:00 a.m. – Noon
April 30 – May 2 – NYS Math Testing, Grades 3-8

ADDENDA

March Monthly Enrollment Comparison

Respectfully submitted by:



Cynthia R. Burchell
District Clerk



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Library

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EXECUTIVE MEETING MINUTES

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Executive Meeting called to order at 7:04 p.m.

		<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	

Executive Session

For matters of personnel, legal and contractual matters.

Meeting Adjournment

Motion to adjourn the Executive Session at 7:32 p.m.

Moved by Stephanie Champney

Seconded by Kathleen Driscoll

6 Aye 0 Nay 0 Abstained

APPROVED

Respectfully submitted by:



Cynthia R. Burchell
District Clerk