



BOARD OF EDUCATION
WHITNEY POINT CENTRAL SCHOOL DISTRICT
PO BOX 249
Whitney Point, NY 13862

Date: September 4, 2012

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 7:03 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	
Mary Ellerson	Member	X	
Gene-Paul Jordan	Member	X	
Thomas Tasber	Member	X	
Patricia Follette	Superintendent of Schools	X	
Jo-Ann Sexton	Director of Curriculum and Instruction	X	
Zachary Woodard	School Business Executive	X	
Cynthia Burchell	District Clerk	X	

Others in attendance: Tom Bowman, Anna FA Macedo, Jerry Mackey, Cathy Mihalko, Fred Riordan, Emily Snyder, Norma Snyder, Cindy Transue, Frank Walczak, Karen Wasser, Katrina Wasser

Minutes

Ms. Follette recommended Board approval of the Minutes from the Board Meeting held on August 21, 2012.

Moved by Stephanie Champney

Seconded by Kathleen Driscoll

6 Aye 0 Nay 0 Abstained

APPROVED

Warrant

None

Correspondence

None

Policies – 1st Reading

Tom Tasber suggested two changes within the policy. The first change is to change the sentence at the bottom of page two to read, *3. District teacher, Coach or Nurse contacts the parent/guardian as soon as reasonably possible.* The second suggestion was to change the word asymptomatic to *symptomatic* at the bottom of page four. A discussion ensued regarding reverting back to the asymptomatic vs. the symptomatic level.

Ms. Follette stated she would like to approve the policy with the above changes and have it be the first policy reviewed by the policy committee the next time it convenes. She also suggested the policy committee meet with Ms. Hayes to discuss the possibility of reverting back to the asymptomatic or symptomatic level as deemed appropriate by the school nurse.

Ms. Follette inquired about the status of Dr. Dan Driscoll and the appointment of School Medical Director. Mrs. Burchell stated she was in the process of inquiring and has not heard back at this point in time.

Ms. Follette recommended Board approval of the amended policy **7522** Concussion Management Guidelines and Procedures Policy for first reading with updated verbiage around parent contact and level of return to play.

Moved by Mary Ellerson

Seconded by Gene Jordan

6 Aye 0 Nay 0 Abstained

APPROVED

Policies – 2nd Reading

None

Comments from the Public

None

Commendations

Ms. Follette commended:

- The High School Administration, faculty, staff, parents and community for the August 22nd Summer Graduation ceremony. Also, Theresa Delgado for organizing and Ken Jones for providing music.
- Mrs. Knapp, faculty and staff, along with the Whitney Point Preschool and Daycare for a successful UPK Parent Information Night held on August 21st.
- Mr. Tytler, faculty and staff for an informative and successful 9th Grade Orientation Night held on August 23rd.
- Ms. Chestnut, faculty and staff for an informative and successful 4th Grade Orientation Breakfast held on Saturday, August 25, 2012 and 6th Grade Orientation Night held on August 27th.

Old Business

Mr. Fred Riordan provided research information regarding the pool lift chair. He stated the district currently has a Hoyer Pool lift and Mr. Terry Dean said the district is not grandfathered in this area. There was a decision made a couple years ago to hold on the installation of a different lift. Mr. Riordan stated Aqua Creek developed a new handicapped lift which is supposed to be available at this time. Mike James is recommending that within the next project the district investigate a little more and work with Terry Dean to come up with one or two recommendations to update the lift to assure we are in compliance with the most recent requirements.. Mr. Riordan stated he felt this was an option the district should entertain.

a. Coaching Appointments

Ms. Follette recommended Board approval of the following 2012 Fall Coaching Recommendations:

Girls' Volleyball

Varsity
Assistant Varsity

Randi Brown
Katelyn Kimble

Moved by Kathleen Driscoll

Seconded by Gene Jordan

Ms. Follette stated Ms. Hayes worked very hard to get these coaches to take the job together to fill the position. Ms. Follette stated her work is appreciated. Gene Jordan agreed.

Thomas Tasber asked if they would be paid two stipends?

Ms. Follette stated she didn't believe so; however she will double check and get back with him.

6 Aye 0 Nay 0 Abstained

APPROVED

New Business

Mr. Fred Riordan and Frank Walczak of the Riordan Group presented an update on the Phase II C Low Bid Recommendations. Frank Walczak reviewed the two outstanding bids in the Phase II C project. He stated the initial low plumbing bid was by James L. Lewis. When the bidding closed it became apparent

there was hesitation on the part of James L. Lewis Plumbing, and afterwards the Riordan Group received a request to pull the bid due to a major math error. They then moved to the next low bidder, Akroman Plumbing. During the same qualification process, they found Akroman Plumbing did not include adequate abuse and molestation insurance coverage and could not stand behind their bid. The Riordan Group provided them the option to absorb the cost. Akroman Plumbing could not due to the cost of the policy. At that point, they moved to the third lowest bid by Louis N. Picciano & Son which the Riordan Group considers a very reputable contractor as they have worked with them in the past.

Mr. Walczak stated Weydman Electric was the lowest bidder on the Electrical bids. He stated the Riordan Group has no experience with that firm, so they researched their references. A couple of questionable instances were discovered. The Riordan Group then sat down with them face-to-face to discuss the bid and the questionable incidents. As a result of the meeting they felt secure that Weydman Electric would provide adequate services. Fred Riordan stated this was the same type of situation they experienced with Fahs Construction. They received a couple of mixed feedbacks. When they researched their best foreman and project manager it was Jeff Nelson, who has done an outstanding job to date. They will do the same with Weydman Electric and will be able to write the name of the chosen project manager into the contract.

a. Bid Resolutions

Ms. Follette recommended Board rejection of Ackerman Plumbing as low bidder on the Plumbing Work Contract for the Phase II C Districtwide Renovation and Alterations Project, Ashley McGraw Architects' Project No. 1074 due to the Contractor's inability to provide adequate insurance coverage as required within the Project Specifications within the quoted Base Bid.

Moved by Stephanie Champney

Seconded by Thomas Tasber

Gene Jordan asked if the cost of the insurance policy could be absorbed by Akroman. Fred Riordan replied, no. The Riordan Group worked with them for three days to help them find coverage and at a cost they could absorb and they could not. Once a bid is opened the amount cannot be changed.

Ms. Follette stated this is a result of a new insurance policy required during this phase. As a school district, we felt we couldn't take that risk. It was in the specs and this company neglected to get it. It will probably be a standard policy in the future.

6 Aye 0 Nay 0 Abstained

APPROVED

Ms. Follette recommended Board approval of Louis N. Picciano & Son. as low bidder on the Plumbing Work Contract for the Phase II C Districtwide Renovation and Alterations Project, Ashley McGraw Architects' Project No. 1074.

Base Bid	\$ 172,000.00
Alternates	\$ <u>0.00</u>
Total Contract	\$ 172,000.00

Ms. Follette recommended Board approval of Weydman Electric Inc. as low bidder on the Electrical Work Contract for the Phase II C Districtwide Renovation and Alterations Project, Ashley McGraw Architects' Project No. 1074.

Base Bid	\$ 311,000.00
Alternates	\$ <u>0.00</u>

Total Contract \$ 311,000.00

Moved by Gene Jordan

Seconded by Kathleen Driscoll

6 Aye 0 Nay 0 Abstained

APPROVED

b. Appointment

Ms. Follette recommended Board approval of **Kathleen Milliron**, cleaner, effective date of fingerprint clearance.

Moved by Stephanie Champney

Seconded by Thomas Tasber

6 Aye 0 Nay 0 Abstained

APPROVED

c. Resolution to Abolish Position

Ms. Follette recommended Board approval to abolish one (1) position in the **Teacher Aide** area effective September 4, 2012. This position is currently vacant.

Moved by Stephanie Champney

Seconded by Kathleen Driscoll

Ms. Follette stated this position was abolished to create the next position. She clarified the TRA had two aides performing duties in the cafeteria, one a food service helper and one an aide. The work load was unequal due to the amount of access an aide can be given in that area. A high school aide resigned, which created a perfect opportunity to transfer an aide to the High School and create a new Food Service Helper position at the TRA.

Thomas Tasber asked how seniority would work in this situation. Ms. Follette stated the transferred aide would keep her seniority. The new food service helper will start at the bottom of the seniority list.

6 Aye 0 Nay 0 Abstained

APPROVED

d. Resolution to Create Position

Ms. Follette recommended Board approval to create one (1) position in the **Food Service Helper** area effective September 4, 2012.

Moved by Mary Ellerson

Seconded by Gene Jordan

6 Aye 0 Nay 0 Abstained

APPROVED

e. Resignation

Ms. Follette recommended Board approval of the resignation of **Frances Crowningshield**, Food Service Helper effective August 23, 2012.

Moved by Kathleen Driscoll

Seconded by Mary Ellerson

Ms. Follette stated this resignation has nothing to do with the aforementioned resignation.

6 Aye 0 Nay 0 Abstained

APPROVED

f. Retirement Resignation

Ms. Follette recommended Board approval of the retirement resignation of **Roger Billings**, Maintenance Mechanic, effective September 29, 2012.

Moved by Stephanie Champney

Seconded by Gene Jordan

Ms. Follette provided a brief overview of Mr. Billings' history with the district. She stated Mr. Billings has been an expert on many things that have needed to be done and has been instrumental in saving the district money. He was a valuable employee.

Stephanie Champney stated she approved the motion with regrets. He was a stable, positive employee.

6 Aye 0 Nay 0 Abstained

APPROVED

g. Non-Resident Application

Ms. Follette recommended Board approval of **Aubrey Snyder**, Kindergarten, to attend the Whitney Point Central School District for the 2012-2013 school year. Tuition has been paid.

Moved by Kathleen Driscoll

Seconded by Thomas Tasber

6 Aye 0 Nay 0 Abstained

APPROVED

h. Committee on Special Education

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

Moved by Mary Ellerson

Seconded by Thomas Tasber

6 Aye 0 Nay 0 Abstained

APPROVED

Comments from the Public

None

Executive Session

Ms. Follette recommended Board approval to recess the public meeting to Executive Session to hear discussion on contractual, student and legal matters.

Moved by Stephanie Champney

Seconded by Kathleen Driscoll

6 Aye 0 Nay 0 Abstained

APPROVED

Meeting Adjournment

Motion to adjourn the meeting at 8:15

Moved by Mary Ellerson

Seconded by Stephanie Champney

6 Aye 0 Nay 0 Abstained

APPROVED

FYI

August letter to staff

Superintendent's Message – Creating a New Vision

September 6, 2012 – First Day of School for Grades 1-12

September 7, 2012 – First Day of School for UPK and Kindergarten

September 21, 2012 – Homecoming Dance

September 13, 2012 – HS Open House, 6:30-8:30 p.m.

September 27, 2012- - TRA Open House, Grades 4, 5, 7 & 8 (Grade 6 not included due to orientation)



Cynthia R. Burchell
District Clerk



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Meeting called to order at 8:20 p.m.

		<u>Present</u>	<u>Absent</u>
Sara Bencoter	President	X	
Stephanie Champney	Vice-President	X	
Kathleen Driscoll	Member	X	
Mary Ellerson	Member	X	
Gene-Paul Jordan	Member	X	
Thomas Tasber	Member	X	
Patricia Follette	Superintendent of Schools	X	
Jo-Ann Sexton	Director of Curriculum and Instruction	X	
Zachary Woodard	School Business Executive	X	

Executive Session

For matters of personnel and contractual issues.

Meeting Adjournment

Sara Bencoter motioned to adjourn the Executive Session at 9:58 p.m.

Moved by Stephanie Champney

Seconded by Kathleen Driscoll

6 Aye 0 Nay 0 Abstained

APPROVED



Cynthia R. Burchell
District Clerk