

COPENHAGEN CENTRAL SCHOOL
AUDIT COMMITTEE MEETING & REGULAR MONTHLY BOARD
MEETING
NOVEMBER 5, 2012

PRESIDENT ROBERT F. STACKEL, PRESIDING

BOARD MEMBERS PRESENT:
TROY W. BUCKLEY
KOREEN G. FREEMAN
PRUDENCE L. KUNERT
LYNN A. MURRAY
KIM R. VOGT

BOARD MEMBERS ABSENT:
ALFRED E. TOMASELLI

OTHERS PRESENT:

SCOTT N. CONNELL, Superintendent
NADINE O'SHAUGHNESSY, K-12 Principal
DALE MUNN, Director of Student Services
MARCIA A. MUNDY, District Treasurer
ROBIN SPAULDING, Clerk in the Business Office
LAURA TOUSANT, AUDIT COMMITTEE MEMBER
THOMAS BOWIE, CPA, BOWERS & COMPANY, CPAs PLLC

Board Member Lynn Murray spoke to the Board on services (Instructional Services Department, Employer/Employee Relations, Programs for Exceptional Students, the Bohlen Technical Center, etc.) available and provided by the Jefferson-Lewis BOCES.

AUDIT COMMITTEE MEETING

Mr. Thomas Bowie of Bowers & Company CPAs PLLC reviewed the results of his company's external audit for the 2011 – 2012. Mr. Connell thanked Mrs. Mundy and Mrs. Spaulding for their hard work to keep the District in compliance.

Mrs. Spaulding and Mr. Bowie left the Audit Committee Meeting at 6:50 p.m.

School Board Recognition Week – October 29 – November 2, 2012

In honor of School Board Recognition Week, Board Members were presented with NYS School Board Certificates of Recognition from the District. The National Honor Society represented by Sydney O'Shaughnessy and Heidi Moser presented the Board delicious homemade baked goods which they made in appreciation for the hard work of the Board Members. The NHS members left the meeting following their presentation.

Following the Audit Committee Meeting, President Robert Stackel called the meeting to order at 6:55 p.m. and the Pledge of Allegiance was said.

On motion of Kim Vogt, seconded by Koreen Freeman, the Board voted to approve minutes of the September 24, 2012 regular meeting.

VOTE: YES – 6; NO – 0

On motion of Prudence Kunert, seconded by Troy Buckley, the Board voted to approve the Treasurer's Report, Warrants and School Lunch Report.

VOTE: YES – 6; NO – 0

On motion of Prudence Kunert, seconded by Kim Vogt, the Board voted to approve Budget Transfers #1, as presented.

VOTE: YES – 6; NO - 0

Meeting called to order

Approved previous minutes

Approved Treasurer's Report, Warrants and School Lunch Report

Approved Budget Transfers #1

K-12 PRINCIPAL'S REPORT:

Student Highlights:

Mrs. O'Shaughnessy announced she would like to piggy back on the message from the National Honor Society thanking the Board for the job they do.

Student Highlights:

- ✓ Vocabulary instruction and practice is well under way throughout the school. All pre-tests have been administered and scored.
- ✓ Anti-bullying presentations have been completed in grades 6-9. NHS is working on an awareness campaign for grades 10-12.
- ✓ Elementary and middle school students have enjoyed three assemblies so far this year, *Dancing Wheels* and *From Bach to Rock* and *Taylor Swift*.
- ✓ The annual Pink Week Pep Rally was great fun to watch and a wonderful end to a spirited week.
- ✓ All middle school students were provided several days of training leading up to the deployment of the iPads on Tuesday, October 16. The distribution was successful and the students are excited and relieved to finally have their tablets.
- ✓ The ice cream social for all students who participated in the summer reading program was a huge hit. The top readers sported their new shirts with great pride.
- ✓ A school wide mock presidential election is being planned for tomorrow, November 6.
- ✓ Students were invited to order take-out lunches for the early dismissal day. 40 students pre-ordered lunches; the cafeteria has planned to do this on every early dismissal.

Administrative Highlights:

- ✓ Fall fire drills are completed. The first of the lock down drills have begun.
- ✓ BEDS data has been collected and compiled.
- ✓ Teachers continue to work on their SLOs, PLPs and update their interim assessments for the first round of data collected and data chats.
- ✓ OASYS training continues. All forms have been created and edited. Observations should begin right after interim assessments are completed.
- ✓ The first round of informal walk-through observations has been accomplished. Teachers and administrators have actually embraced this new APPR requirement.
- ✓ A tentative schedule has been drafted for interim assessments and subsequent data chats. The process will be overwhelming the first time around, but hopefully lessons will be learned to make future interims easier and more efficient.

Upcoming events:

- ✓ Oct 27 - STARS Fall Festival
- ✓ Nov 1 - Career Day
- ✓ Nov 3 - Bi-County
- ✓ Nov 9 - Parent Conferences
- ✓ Nov 9 - STARS Child Care
- ✓ Nov 9-10- Musical "Back to the 80s"
- ✓ Nov 12- Veteran's Day
- ✓ Nov 16- Grades 6-12 Activity Night
- ✓ Nov 21-23- Thanksgiving Recess

REPORT, DIRECTOR OF STUDENT SERVICES:

Mr. Dale Munn offered the following information:

- ✓ Students who participated in the Summer Reading Challenge enjoyed an Ice Cream Party and those students who read for 1,400 minutes or more received a t-shirt that says "I traveled to the World's Largest Ball of Twine this summer!" We hope this will be continued incentive for students to read over the summer and we look forward to a new challenge for next summer!
- ✓ Informal Observations have been taking place the last few weeks. Meetings are scheduled with staff to begin to review Professional Learning Plans and Student Learning Objectives. It is always fun to get into the classroom and see the wonderful things going on.

- ✓ Our Military Club groups will get underway in October/November. We have a total of 59 students K-12 participating this year. A representative from the Family Advocacy Program on Fort Drum will be coming once a month and facilitate these groups along with their advisors.
- ✓ Response to Intervention Services are well under way. Data chats are scheduled over the next few weeks to discuss student progress and decisions will be made regarding increasing services to the next Tier. Students who received Tier II reading services are seen three times a cycle while Tier III students are seen daily. Weekly progress is monitored and review on a regular basis.
- ✓ Since October is Board Appreciation month, I would like to take this opportunity to thank the Board for your support of students with special needs. This year we have more students than ever mainstreamed into general education. We are proud of our students and their accomplishments and the teachers and providers that work with them daily to help them be successful.
- ✓ Interim Assessments are being finalized and will be administered in November. These will be accompanied by data chats that will guide instruction over the next 8-10 weeks.
- ✓ Representatives from Walmart visited Copenhagen on October 11th and presented 20, \$50 gift cards to our Elementary Staff to purchase supplies at Walmart. This is part of the Walmart Teacher's Reward Program designed to assist teachers around the country.

Special Education

Date	CSE	CPSE	504
8/19/10	58	5	12
8/22/11	59	0	21
7/24/12	63	4	19
8/21/12	62	3	18
9/24/12	61	4	18
10/29/12	60	6	18

CSE – 1 transfer out, 1 transfer in

504 – no changes

CPSE – 3 pending referrals

Upcoming events:

October 31: Halloween Parade @ 1:30 p.m.

November 2 & 8: Dental Hygiene Presentation, UPK – Grades 5

November 2: NYSUT Rubric Calibration @ SJ

November 9th: Parent Conferences, 12:15 – 3:30 p.m.

November 9 & 10: Musical “Back to the 80’s

November 13-30: Interim Assessments and Data Chats

November 29th: Parent Conferences, 12:15 – 7:15 p.m.

SUPERINTENDENT’S REPORT:

Mr. Connell thanked the Board for all their support making it incredibly easy for him to do his job because of their support. With regard to negotiations, Mr. Connell noted Domenic D’Imperio, Labor Relations Specialist, will attend the next Board Meeting to discuss the status of the negotiations together with options. With regard to the capital project, Todd LaBarr and the engineer, Brad Fisher, are compiling a manual for our maintenance department with regard to the heat pumps. Copenhagen Central’s APPR has been approved by the State. The RISE Race To The Top Grant has been submitted to Washington and it was an incredible journey to get it there, with the 10 unions which had to sign off. Mr. Connell noted our Tennis Team, Varsity Boys Soccer Team and Varsity Girls Soccer Team all earned league and tournament honors.

NEW BUSINESS:

On motion of Kim Vogt, seconded by Prudence Kunert, the Board voted to approve the following winter coaching staff for the 2012 – 2013 season:

1. Girls Varsity Basketball – Natalie Scott
2. Girls Junior Varsity Basketball - Tamie Stephenson

Approved winter coaching staff for 2012 - 2013

3. Girls Modified Basketball – Nancy Henry
4. Boys Varsity Basketball – Scott Randall
5. Boys Junior Varsity Basketball – Troy Buckley
6. Boys Modified Basketball – Logan Spaulding
7. Cheerleading – Jennifer Spaulding
8. Varsity Wrestling – Neil Freeman
9. Modified Wrestling – Gerald Snyder

VOTE: YES – 4; NO – 0; Abstain – 2
Mrs. Freeman
Mr. Buckley

On motion of Koreen Freeman, seconded by Prudence Kunert, the Board voted to approve recommendations from the Committee on Special Education and the Committee on Pre-School Special Education, as presented.

VOTE: YES – 5; NO – 0; Abstain – 1
Mrs. Kunert

On motion of Prudence Kunert, seconded by Troy Buckley, the Board voted to approve the Third and final Reading of the following Policies:

- a) CONCUSSION MANAGEMENT MODEL SCHOOL POLICY
- b) 5000 POLICIES, as listed:

5000 Student Policies Goals	5280 Interscholastic Athletics
5020.3 Rights of Students w/Disabilities Under Section 504	5405 Student Wellness
5030 Student Complaints and Grievances	5420 Student Health Services
5030-R Student Complaints and Grievances Regulation	5420-R Student Health Services Regulation
5100 Attendance	5420-E.1 Student health Services Exhibit
5120 School Census	5420-E.2 Student Health Services Exhibit
5150 School Admissions	5421 Concussion Management
5151 Homeless Children	5425 Automated External Defibrillators
5151-R Homeless Children Regulation	5450.1 Notification of Sex Offenders
5152 Admission of Non-Resident Students	5460 Child Abuse, Maltreatment or Neglect in a Domestic Setting
5152.1 Admission of Foreign Students	5460-R Child Abuse, Maltreatment or Neglect in a Domestic Setting
5152.1-R Admission of Foreign Students Regulation	Regulation
5162 Student Dismissal Precautions	5500 Student Records
5162-R Student Dismissal Precautions Regulation	5500-R Student Records Regulation
5205 Eligibility for Extracurricular Activities and Interscholastic Athletics	5500-E.1 Student Records Exhibit – Notice
5210 Student Organizations	5500-E.2 Student Records Exhibit – Directory Information
5220 School-Sponsored Student Expression	5500-E.3 Student Records Exhibit – Military Recruiters
5225 Student Personal Expression	5550 Student Privacy
5252 Student Activities Funds Management	5710 Violent and Disruptive Incident Reporting

VOTE: YES – 6; NO – 0

On motion of Prudence Kunert, seconded by Lynn Murray, the Board voted to approve the following Capital Project Change Order, as follows:

Change Order #	Original Contract Sum	Net Change by previously authorized Change Orders	Contract Sum Increase	New Contract Sum	Explanation
Roof - 003 PTL Contracting Corp	\$329,700.00	\$17,270.00	\$29,700.00	\$376,670.00	Labor & material to install a new Garland roof System @ CSD

VOTE: YES – 6; NO – 0

On motion of Koreen Freeman, seconded by Prudence Kunert, the Board voted to accept the 2011 – 2012 school year Audit Report of Mr. Thomas Bowie, District External Auditor of Bowers & Company, CPAs PLLC.

VOTE: YES – 6; NO – 0

On motion of Troy Buckley, seconded by Prudence Kunert, the Board voted to approve the appointment of the following substitute staff:

Approved recommendations from the Committee on Special Education and the Committee on Pre-School Speical Education

Approved Third and Final Reading of Policies

Approved Capital Project Change Order Roof – 003

Accepted 3011 – 2012 school year Audit Report

(a) Matthew J. Andre'
(b) Andrew Nuffer
(c) Kathleen Farney
(d) Cheryl McKinney – substitute teaching assistant, substitute teacher aide, substitute cafeteria and substitute teacher, pending fingerprint clearance.

(e) Caitlin M. Virkler
(f) JoDee Altmire – Substitute School Nurse; Substitute Teacher's Aide

VOTE: YES – 6; NO – 0

On motion of Troy Buckley, seconded by Kim Vogt, the Board voted to approve the Revised Handbook for Non-Unionized Employees, as presented.

VOTE: YES – 6; NO – 0

On motion of Prudence Kunert, seconded by Troy Buckley, the Board voted to approve the following Application for Use of Facilities:

- (a) received request from Neil Freeman, Varsity Wrestling Coach, to use the Wrestling Room for Open Wrestling starting 10/10/2012, every Wednesday, until season starts.
- (b) received request from Tracy J. Gyoerkoe, Director of Career, Technical, Adult & Continuing Education, Jefferson Lewis BOCES, to use the Library on 12/6/12; 2/7/13 (snow date 2/14/13); and 4/18/13 for the purpose of holding joint faculty meetings from 3:15 – to 5:15 p.m.
- (c) received from Steve Rogers, South Jefferson Central, request to use the Faculty Room for a meeting of Cross Country Coaches on Monday, October 29th, at 6:30 p.m.

VOTE: YES – 5; NO – 0; Abstained – 1;
Mrs. Freeman

On motion of Prudence Kunert, seconded by Kim Vogt, the Board voted to approve Family Medical Leave Act request for maternity leave from Nicole Lee, beginning January 18, 2013 until April 8, 2013.

VOTE: YES – 6; NO – 0

On motion of Prudence Kunert, seconded by Troy Buckley, the Board voted to accept job estimate from Powis Contracting, Inc. in the amount of \$10,400.00 for removal of an existing louver and infill w/ brick and CMU wall.

VOTE: YES – 6; NO – 0

On motion of Prudence Kunert, seconded by Troy Buckley, the Board voted to approve the appointment of Jasin Carroll, District Volunteer, for the 2012 – 2013 winter sports season.

VOTE: YES – 6; NO – 0

Approved Substitute Staff

Approved Revised Handbook for Non-Unionized Employees

Approved Application for Use of Facilities

Approved Family Medical Leave Act request for Nicole Lee

Accepted job estimate from Powis Contracting, Inc.

Approved appointment of Jasin Carroll, District Volunteer

DISCUSSION:

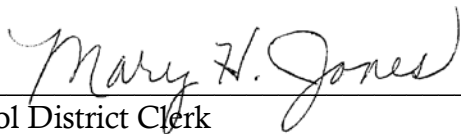
1. Exemption Questionnaire from Lewis County Real Property Tax Office. The Board decided not to change the current exemptions.
2. Meeting w/ Superintendents and Boards of Education regarding potential Merger Study Resolutions on November 1 at 6:00 p.m. at the BOCES conference room. Mr. Connell advised he attended the meeting and there is nothing new to report.

At 7:35 p.m. and on motion of Troy Buckley, seconded by Koreen Freeman, the Board voted to adjourn.

VOTE:

YES – 6;

NO – 0



School District Clerk