

COPENHAGEN CENTRAL SCHOOL
AUDIT COMMITTEE MEETING AND REGULAR MONTHLY BOARD
MEETING
March 25, 2013

PRESIDENT ROBERT F. STACKEL, PRESIDING

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

OTHERS PRESENT:

SCOTT N. CONNELL, SUPERINTENDENT
NADINE O'SHAUGHNESSY, K-12 PRINCIPAL
DALE R. MUNN, JR., DIRECTOR OF STUDENT SERVICES
MARCIA A. MUNDY, DISTRICT TREASURER
LAURA TOUSANT, AUDIT COMMITTEE MEMBER
MARK HILLS OF POULSEN AND PODVIN, presenting Internal Audit
Report
GERALD CARTER, CHARLENE EDDY, DON AND MELISSA
HERBERT, Interested Public

The Audit Committee convened at 6:00 p.m. Mr. Mark Hills of Poulsen and Podvin presented in detail the results of his firm's internal audit. After a short question and answer opportunity, Mr. Hills left the meeting at 6:10 p.m.

Audit Committee meets.

President Stackel called this regular meeting of the Board of Education to order at 6:30 p.m. The Pledge of Allegiance was said.

Meeting called to order.

On motion of Prudence Kunert, seconded by Troy Buckley, the board voted to approve previous minutes (February 25, 2013).

Approved previous minutes.

VOTE: YES-5; NO-0

On motion of Troy Buckley, seconded by Alfred Tomaselli, the Board voted to approve Warrants and School Lunch Report, submitting all for audit.

Approved Warrants and School Lunch Report

VOTE: YES-5; NO-0

PUBLIC COMMENT:

Mr. Carter thanked Mr. Connell for the fantastic job he is doing calling the school delays during the 2012 – 2013 winter. He also wanted the board to know what a great job the bus garage personnel, Russ Groff and Scott Alexander, are doing taking care of the buses and, in particular, his bus. He noted with regard to his bus the side panels were rusted and deteriorated. The old panels were removed and replaced with new ones which were painted by the bus garage personnel. He said the 2002 bus is the oldest in the fleet. He also noted bus drivers are now expected to wash their bus once a week.

Mrs. Charlene Eddy spoke with regard to the proposed plans for the junior/senior prom to be held at the Kloster farm in the hay mow. She said she is concerned about safety issues (entrances/exits) and the toll on formal wear in such an environment.

Mrs. Melissa Herbert also spoke of the safety issue with regard to the entrances/exits and the lack of running water.

Mr. Herbert wanted to know the plan for parents coming to the prom.

K-12 PRINCIPAL'S REPORT:

Mrs. O'Shaughnessy offered the following report:

Student Highlights:

- ✓ Parent guides to the Common Core from the materials provided by EngageNY were sent home with interim reports after a call home informing parents what was coming.
- ✓ All students in grades 6-8 and grades 10-12 now have and school issued email. 9th grade will be brought on board as 10th graders next year when they have iPads and a need for email in CFM.
- ✓ The Seniors vs. Faculty basketball game was great fun for all. A parent comment after it was over was that we "should do this more often."
- ✓ OWN Energy is working on a contest exclusively for CCS students whereby they design the logo for the current wind turbine project. There will be seven winners, two at each level plus a grand prize winner.
- ✓ A meeting was held with the math teachers to discuss acceleration. Since the Common Core is written as such, we will attempt to start acceleration in 7th grade next year.

Administrative Highlights:

- ✓ CCS will be hosting the next round of Common Core training sessions. All teachers of math and ELA will be in attendance.
- ✓ Plans to move our student management system to NERIC from the MORIC are going much more smoothly than we could have hoped.
- ✓ Karen Reed has been selected as teacher of the year by the VFW at the local, district and state levels.
- ✓ Second round observations are nearly completed for the year.
- ✓ The Teacher Center Ellison machine is now housed at CCS.
- ✓ Our RTTT work day consisted of ELA teachers meeting with those in grades above and below them to determine gaps that have occurred due to Common Core implementation and how to fill those gaps. All other teachers participated in two training sessions, one regarding vocabulary and one regarding literacy in the non-ELA classroom.
- ✓ Almost all teachers of grades 9-10 have received initial training for their iPads in preparation for next year. Only one teacher has yet to receive this first level of training.
- ✓ The last round of Data chats start tomorrow.

Upcoming events:

Mar 26 - Buddy Program Pizza Party
Mar 27 - NHS Recognition Night
April 1 - Seniors depart on Senior Trip
April 6 - Seniors return
April 10 - Kindergarten Parent/Grandparent Luncheon
April 13 - Bi-County Concert
April 16-18 - 3-8 ELA Assessments
April 17 - 1st Grade Parent/Grandparent Luncheon
April 24-26 - 3-8 Math Assessments
April 24 - American Red Cross Blood Drive
April 24 - 2nd Grade Parent/Grandparent Luncheon
April 26 - Grades 6-12 Activity Night

DIRECTOR OF STUDENT SERVICES:

Mr. Munn offered the following report:

- ✓ We have been honored to participate on behalf of the Community Broadcasters, a group of radio stations in Watertown in particular The Eagle on 100.7, by having our pre-K through third grade students saying the Pledge of Allegiance on the radio. The radio station informed us ahead of time when their message would be aired so we could listen.
- ✓ Students in UPK – 5 are participating in a "School Plastic Bag Recycling Challenge" program sponsored by Cooperative Extension of Jefferson County. There are prizes for the top three classrooms that collect the most plastic bags. Students will learn the importance of recycling.

- ✓ Letters have been mailed to parents of incoming UPK and Kindergarten students. We have 31 possible prekers and 7 out of district prekers who have requested attendance in our program. Kindergarten has 41 students as of this date.
- ✓ Field guidance from NYSED recommends that we prepare others for significant decreases in pass rates on 3-8 testing as a result of the new tests and new standards. Clarification related to how these scores would impact teacher and principal growth scores were discussed in order to ease fears that NYS was setting teachers and principals up for failure. They explain, with some complex math, that no teachers or principals should be hurt in the making of these growth scores. Furthermore, no new schools will be identified as Focus Districts and no new schools will be identified as Priority Schools based on 2012-13 assessment results
- ✓ The Elementary schedule is in draft form for the 13-14 school year as scheduling for the middle and high school will begin soon.
- ✓ Parent Conferences were successfully held for UPK students.
- ✓ Elementary observations have been completed. Non-tenured teachers receive two observations a year and will be completed in April.

Special Education

Date	CSE	CPSE	504
8/19/10	58	5	12
8/22/11	59	0	21
8/21/12	62	3	18
10/29/12	60	6	18
12/19/12	62	8	18
1/28/13	60	10	18
2/25/13	60	8	18
3/25/13	62	9	19

CSE – 2 classified, 1 out of district referral pending, 3 pending referrals, 1 transfer in, 1 transfer out

504 – 1 classified, 3 pending referrals

CPSE – 1 new classification

Upcoming events:

April 10 – Kindergarten Parent/Grandparent Luncheon

April 11- Safety Committee Meeting

April 16-18 - NYS ELA Assessments

April 17 – Grade 1 Parent/Grandparent Luncheon

April 24 – Grade 2 Parent/Grandparent Luncheon

April 24-26 – NYS Math Assessments

April 30 – Spring Choral Concert

May 1 – Regional Scoring

SUPERINTENDENT’S REPORT:

Mr. Connell reported the message/music heard by the public when they call in and are placed on hold is our elementary students reciting the Pledge of Allegiance. At Christmas time the public heard elementary students singing Christmas songs. We will continue to change what people hear.

Budget – With regard to the Budget, the New York State legislature will vote on their budget on March 28th. District Treasurer Marcia Mundy advised the Board she recently went through Copenhagen’s proposed budget, line by line, and she feels we are now looking at an \$80,000.00 gap. She advised she is anxiously awaiting the State Aid runs. She also noted the district has pared down a lot in the last three to four years and she thinks the District will be okay with a 2.9% tax increase.

Wind Farm – Mr. Connell noted stakeholders are still in negotiation with OWN Energy. OWN has completed the environmental study and they hope to have the wind farm up and running by the spring of 2015.

BOARD COMMITTEE REPORTS:

The Policy Committee met this evening; the committee has finished the 7,000’s and has broken ground on the 8000’s.

NEW BUSINESS:

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.

VOTE: YES – 5; NO – 0

On motion of Koreen Freeman, seconded by Alfred Tomaselli, the Board voted to approve appointment of Annual Budget Election (May 21, 2013) Inspectors, Meeting Chairperson (May 7, 2013) and Assistants to the Clerk for balloting:

Meeting Chairperson: Sam Lundy
Chief Inspector: Phyllis Gaines
Inspector: Donna Wheeler
Alternate Inspector: Patricia Eddy

Assistants to the Clerk for Balloting: Rachel Guyette, Brenda Shelmidine, Mary Shambo, Linda Prince, Marcia Mundy, Robin Spaulding and Mary Jones, Clerk.

VOTE: YES – 5; NO – 0

On motion of Alfred Tomaselli, seconded by Prudence Kunert, the Board voted to accept letter of retirement, with deep regret, from Margaret Nevills from her teaching position at Copenhagen Central School, effective June 30th, 2013.

VOTE: YES – 5; NO – 0

On motion of Koreen Freeman, seconded by Troy Buckley, the Board voted to accept letter of resignation from Kari Chavoustie from her half-time health teaching position at Copenhagen Central School, effective March 28, 2013.

VOTE: YES – 5; NO – 0

On motion of Troy Buckley, seconded by Alfred Tomaselli, the Board voted to accept letter of resignation from Tasha Laverghetta from her half-time librarian teaching position at Copenhagen Central School effective June 26, 2013.

VOTE: YES – 5; NO – 0

On motion of Troy Buckley, seconded by Prudence Kunert, the Board voted to approve participation with the Madison Oneida BOCES for services in specific areas for the 2013 – 2014 school year.

VOTE: YES – 5; NO – 0

On motion of Troy Buckley, seconded by Koreen Freeman, the Board voted to accept Internal Audit Report (Risk Assessment Analysis and Report on Internal Controls) for the 2012 – 2013 of Poulsen & Podvin, P.C. as presented by Mark Hills.

VOTE: YES – 5; NO – 0

On motion of Troy Buckley, seconded by Prudence Kunert, the Board voted to approve the appointment of Patrick Palmisano substitute teacher.

VOTE: YES – 5; NO – 0

Approved recommendations from the Committees on Special Education and Pre-School Special Education

Approved appointment of Annual Budget Election Inspectors and Assistants to the Clerk for balloting

Accepted letter of retirement from Margaret Ne villis

Accepted letter of resignation from Kari Chavoustie

Accepted letter of resignation from Tasha Laverghetta

Passed resolution approving participation with Madison-Oneida BOCES for services in specific areas for the 2013 -2 014 school year

Accepted Internal Audit Report as submitted by Poulsen & Podvin

Approved appointment of Patrick Palmisano substitute teacher

On motion of Koreen Freeman, seconded by Alfred Tomaselli, the Board voted to approve the appointment of the following District Volunteers for the spring sports season: Renee Eisel, Amber Coulombe, Kyle Clarke, and Bruce Evans.

VOTE: YES – 5; NO – 0

Approved the appointment of District Volunteers

On motion of Koreen Freeman, seconded by Alfred Tomaselli, the Board voted to approve the appointment of Amy Jacobs as a part-time one-on-one aide for a special education student, effective March 13, 2013.

VOTE: YES – 5; NO – 0

Approved the appointment of Amy Jacobs as part-time, one-on-one aide for a special ed student

On motion of Troy Buckley, seconded by Alfred Tomaselli, the Board voted to appoint Christina Petersen as Child Associate for Copenhagen's Primary Mental Health Project, effective April 1, 2013.

VOTE: YES – 5; NO – 0

Approved appointment of Christina Petersen as Child Associate for Copenhagen's Primary Mental Health Project

On motion of Troy Buckley, seconded by Koreen Freeman, the Board voted to approve the District's participation in both the Jefferson County and Lewis County Summer Youth Employment Programs.

VOTE: YES – 5; NO – 0

Approved the District's participation in both Jefferson and Lewis County SYEP Programs

On motion of Troy Buckley, seconded by Prudence Kunert, the Board voted to approve the appointment of Amber Coulombe effective April 8, 2013 through June 30, 2013, as long-term substitute .5 health teacher to fill vacancy created by resignation of Kari Chavoustie.

VOTE: YES – 5; NO – 0

Approved appointment of Amber Coulombe as long-term substitute .5 health teacher

On motion of Prudence Kunert, seconded by Alfred Tomaselli, the Board voted to approve the appointment of Amber Coulombe as Advisor for the Buddy Program.

VOTE: YES – 5; NO – 0

Approved appointment of Amber Coulombe as Advisor for the Buddy Program

DISCUSSION:

Mr. Connell recognized Ms. Kari Chavoustie for her hard work and professionalism. She was a half-time employee who spent the whole day here working with kids. She did a great job teaching half time health agreed to stay an additional two weeks giving the District time to hire a sub for her position and orient her to the position.

The Board talked about the request of the junior class to hold this year's prom off campus and more particularly in Kloster's barn. It was agreed certain stipulations must be met before the Board would consider so doing. Those stipulations are:

- ✓ Security – 2 police officers present
- ✓ Safety – adequate fire escapes – certified fire inspector needs to inspect property and report to District
- ✓ Transportation – District needs to see a detailed transportation plan including supervision at school as well as at prom location
- ✓ Parental attendance – What is the plan for parental attendance, i.e. parking, etc.?
- ✓ Sanitation – What is the plan to provide running water, port-a-potty?
- ✓ OSHA – How will you comply with OSHA issues, i.e. lift?
- ✓ Insurance – District needs to see insurance rider issued to property owners

- ✓ Back-up Plan – Is there one?
- ✓ Class has until April 15 to respond to the Board's request.

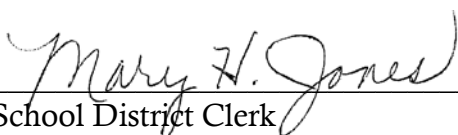
At 7:50 p.m. and on motion of Troy Buckley, seconded by Prudence Kunert, the Board voted to go into Executive Session for the purpose discussing the resignation of the .5 librarian as well as administrators' performance.

VOTE: YES – 5; NO – 0

At 8:30 p.m. and on motion of Prudence Kunert, seconded Korean Freeman, the Board voted to come out of Executive Session.

VOTE: YES – 5; NO – 0

At 8:31 p.m. and on motion of Prudence Kunert, seconded by Korean Freeman, the Board voted to adjourn.



School District Clerk