

**Hoosick Falls Central School
Board of Education Regular Meeting Minutes**

April 14, 2011

Call to Order at 7: 04 pm.

Pledge of Allegiance was done by Mr. Sutton, President.

Emergency Exit Review was done by Mr. Sutton, President.

Board Members Present were Mr. R. Ferrannini, Mrs. L. Gormley, Mr. J. Helft, Mr. D. Skott, Mrs. B. Stacy, Mr. D. Sutton and Mr. D. Wilwol. Also present was Ms. P. Cottrell, District Clerk, Mr. K. Facin, Superintendent of Schools, Mrs. P. Hatfield, School Business Admin, Mr. P. Dailey, K-6 Principal and Mrs. S. Vadney, 7-12 Principal. Mrs. K. Philpott, Director of Spec Ed was absent.

Board Presentations:

1. Maryann Strauss: Project Ignition
 - "Project Ignition was presented by high school student participants. They received a \$2,000 grant from State Farm Insurance and were the only school in NYS to receive grant money. The grant is financing a student led safe driving program at HFCSD. If HFCSD program is selected as a top regional winner they will compete at the national level.
2. Cheryl Downing/Maggie Middleton: ADAPT
 - "Alcohol & Drug Abuse Prevention Team" hosts the after-prom party for our students. This year it will be held on campus on May 22, 2011 from 1:15 AM to 7:00 AM. Fundraising events were reviewed and the evening after prom activities were also reviewed.
3. Ellie Danforth: Key Club
 - Currently consists of 52 members and the mission of the club is community service. Students reviewed their service activities and nonprofit causes they have supported this school year to date.
4. Rob Allen & Ambigay Yudkoff: Springfield Music Festival
 - A review of Springfield music festival competition with the combined band and chorus was presented.
 - * A motion was made by Mrs. Stacy seconded by Mrs. Gormley to approve the trip to the Music Festival 2011 on May 27, 2011 in Agawam, MA as presented.
 - Vote: 7 ayes 0 noes; motion carried.

Public Comment Session: Started at 7:59 pm and Ended at 7:59 pm.

- None

Board President's Report:

1. Upcoming board of education elections, 3 seats are open and Mr. Sutton asked for an explanation on the terms of vacancy for these three positions. District Clerk Pam Cottrell read the Commissioners Regulations that stated the two candidates receiving the highest vote tallies would receive the two 3-year terms and the candidate receiving the lowest vote tally would receive the one-year seat.
2. Mr. Sutton congratulated our students and drama department for the outstanding drama production of "The Sound of Music". He also stated that the cast consisted of students in grades 2-12 and how wonderful it was for the elementary students to work with the high school drama students.

Board Forum: This is an opportunity for Board Members to ask clarifying questions and discuss issues.

1. Mr. Ferrannini stated that at a baseball game a taxpayer praised the appearance and cleanliness of our school building and grounds.

Approval of Minutes:

1. A motion was made by Mr. Wilwol seconded by Mrs. Gormley to approve the Board Minutes of March 3, 2011 budget worksession.
Vote: 7 ayes 0 noes; motion carried.
2. A motion was made by Mr. Wilwol seconded by Mr. Helft to approve the Board Minutes of March 17, 2011 regular meeting.
Vote: 7 ayes 0 noes; motion carried.

Superintendent's Report:

1. A thank you was extended to the PTA for "Teacher Appreciation" day.
2. School building / grounds in good condition thanks to Paul Baker, his staff and all employees. Paul will be attending a conference in Minnesota sponsored by Toro on green turf management. Paul will then attend a local conference with other buildings and grounds supervisors as well.
3. RFP's for additional surveillance cameras will allow our school and bus garage to have complete surveillance measures in place. We are working with police agencies so that they would have complete access to our camera system offsite.
4. The beacon solar lights are up and running and were quite visible in the fog the other day.
5. Recent play "The Sound of Music" was fabulous and well attended by the public.
6. The Art/Woodworking Show will be on May 17 with displays of student art work, wood work, painting and ceramics. The teachers and students have been working hard preparing and it will be a wonderful exhibit.
7. 2011 – 2012 Budget Final Draft
 - School District state aid was restored by the governor in the amount of \$68,000 with other local schools receiving considerably more. We will contact Assemblyman Jordan and Senator McDonald for an explanation.
 - The budget process started at 22% and we progressed at the Board's discretion to 8.7%, 4.5%, 2.92% and finally a 2.5% tax levy increase.
 - The BOE was asked if they would like to apply reserve money to this budget and if so we would have to make it up in the next budget cycle. We are being conservative with our fund balance as we may see a reduction in revenue next year..
 - A 3.7% reduction budget to budget
 - Review voting data, 300 "no" votes average regardless of % tax levy.
 - The ARC program is being re-established internally.
 - Mr. Helft commented that there is a considerable increase with health insurance and the NYSTR and Mrs. Hatfield explained that these are mandated and we have no control over these increases. The district has joined a health insurance consortium and this has saved the district money instead of providing health insurance as a single entity.

School Business Administrator's Report:

1. 2011 – 2012 Budget Final Draft

Administrator's Report:

- Special Education: see written report
- K-6 Elementary School: see written report
- 7-12 Secondary School: see written report

Committees:

- a. Facilities / Green: D. Sutton, Chair (rotating members)
April 13, 2011 @ 6:00 PM (Dave, Dwain, Don)
- Mr. Sutton discussed the frost heaving that impacted the sidewalks, security cameras, and security door in high school office. A question was asked pertaining to handicap access at the security door, what do we do? Mr. Facin stated that this is being addressed with the safety committee.
May 11, 2011 @ 6:00 PM (Dave, Rick, John)
- b. Academic Review: J. Helft, Chair (rotating members)
April 14, 2011 @ 6:00 PM (John, Laurie, Dwain)
- Mr. Helft discussed the newly proposed student integration software package for the school. This would allow administrators, teachers and counselors more effective and efficient access to student records.
May 17, 2011 @ 6:00 PM (John, Don, Dave)
- c. Audit: L. Gormley, Chair; D. Sutton, J. Helft
- Need to set a meeting date to review charter.
- d. Policy: L. Gormley, Chair; R. Ferrannini, B. Stacy
May 4, 2011 @ 6:00 PM
- On tonight's agenda, there are policies to have 2nd and final reading and a set of policies for their 1st reading. The committee's goal is to finish updating the policy manual in June or July. The policies will then be linked to the district webpage for complete public access.

PTA: May 18, 2011 @ 6:30 PM

- Two donations on the agenda this evening
- Staff Appreciation Day was April 13
- Bus Driver Appreciation Day is coming up on April 28
- Brain Show is May 16
- Book Fair is May 24 – May 26
- Get Out To Vote posters / flyers

HFTA Report: None

Old Board Actions: None

Board Correspondence: None

New Board Actions:

A. Leaves / Resignations:

1. A motion was made by Mr. Wilwol seconded by Mr. Helft to approve to extend the military unpaid leave of absence for Darren Schnoop as school bus driver from January 13, 2011 to June 30, 2011. Mr. Schnoop has been on active duty with the military since September 8, 2009.
Vote: 7 ayes 0 noes; motion carried.
2. A motion was made by Mr. Wilwol seconded by Mr. Helft to approve the Leave of Absence for Katie Brownell, Teacher of Elementary Education effective on or about June 17, 2011 through June 30, 2011.
Vote: 7 ayes 0 noes; motion carried.

B. Appointments:

1. A motion was made by Mr. Helft seconded by Mr. Wilwol to approve the appointment of Brittany Pine as a Non-Certified Substitute Teacher with a BA degree at a rate of \$70 per day effective April 6, 2011. Ms. Pine has been cleared by NYSED.
Vote: 7 ayes 0 noes; motion carried.

C. Miscellaneous:

1. A motion was made by Mr. Wilwol seconded by Mr. Helft to approve the 1st Reading on the following Policies as written:

0200	District Goals
3230	Organizational Chart
5420	Student Health Services
5420-R	Student Health Services Regulation
5450.1	Notification of Sex Offenders
5460	Child Abuse, Maltreatment or Neglect in a Domestic Setting
5460-R	Child Abuse, Maltreatment or Neglect in a Domestic Setting Regulation
5500	Student Records
5500-R	Student Records Regulation
5710	Violent and Disruptive Incident Reporting
6415	Wire Transfers – Online Banking
6670	Petty Cash / Petty Cash Accounts
6670-R	Petty Cash Accounts Regulation
6680	Internal Audit Function
6685	Medicaid Compliance
6690	Audit Committee
6690-E	Audit Committee Charter Template
6700	Purchasing
6700-R	Purchasing Regulation
6741	Contracting For Professional Services
6830	Expense Reimbursement
6830-R	Expense Reimbursement Regulation
6900	Disposal of District Property
7000	Facilities Development Goals

Vote: 7 ayes 0 noes; motion carried.

2. A motion was made by Mr. Helft seconded by Mr. Wilwol to accept the donation of \$2,000 from Hoosick Falls Central PTA for the purchase of books for the Elementary Library.
Vote: 7 ayes 0 noes; motion carried.
3. A motion was made by Mr. Wilwol seconded by Mrs. Stacy to accept the donation of \$500 from Hoosick Falls Central PTA for the purchase of books, both physical and downloadable, for the Elementary Library. These funds were awarded to the PTA through the Stewart's Holiday Match.
Vote: 7 ayes 0 noes; motion carried.

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4. A motion was made by Mr. Wilwol seconded by Mrs. Stacy to approve the 2nd and Final Reading on the following Policies: (The first reading was done at the March 17, 2011 board meeting.)

1000	Community Relations Goals
1130	Media Relations
4311.1-R	Display of the Flag Regulation
4526	Computer Use In Instruction
4526-R	Computer Use In Instruction Regulation
6000	Fiscal Management Goals
6150	Budget Transfers
6240	Investments
6240-R	Investments Regulations
6255	Gifts and Grants
6410	Authorized Signatures
6600	Fiscal Accounting and Reporting
6650	Claims Auditor
6660	Independent/External Audits
8115	Pesticides and Pest Management

Vote: 7 ayes 0 noes; motion carried.

5. A motion was made by Mr. Wilwol seconded by Mr. Helft to Excess the following items per list:

- Air Compressor
- 16 Lacrosse sticks
- IBM Typewriter

Vote: 7 ayes 0 noes; motion carried.

6. A motion was made by Mr. Wilwol seconded by Mr. Helft to accept a \$750 donation from Verizon to be used as needed by the varsity football program.

Vote: 7 ayes 0 noes; motion carried.

7. A motion was made by Mr. Wilwol seconded by Mrs. Stacy to accept a \$250 donation from Mark and Carol Folgert to be used as needed by the varsity football program.

Vote: 7 ayes 0 noes; motion carried.

8. A motion was made by Mr. Wilwol seconded by Mrs. Gormley to Abolish the following positions effective June 30, 2011:

- 2 Special Education Teaching Positions
(T. Stockton, Z. Skalij)
- 1 Elementary Education Teaching Position
(L. Haskell/K. Berg)
- 1 Spanish Teacher Position
(G. Solis)
- 1 Business Teacher Position
(S. Keena)
- 1 Social Studies Teacher Position
(S. Coll)
- 1 Reading Teacher Position
(D. Tudor)
- 1 Mathematics Teacher Position
(S. Stetson)
- 1 Teaching Assistant Position
(C. Denerley)

- Mr. Sutton explained that these positions are due to the budget cuts

Vote: 7 ayes 0 noes; motion carried.

9. A motion was made by Mr. Wilwol seconded by Mrs. Gormley to approve the reduction in the following positions effective June 30, 2011:

- 1 Speech Teacher reduce from 1.0 to 0.5 fte
(W. Davidson)
- 1 Teacher of the Deaf reduce from 1.0 to 0.5 fte
(M. Keefe)
- 1 English as a Second Language (ESL) Teacher reduce
from 1.0 to 0.5 fte (J. MacDonald)

Vote: 7 ayes 0 noes; motion carried.

10. A motion was made by Mr. Wilwol seconded by Mrs. Gormley to approve Proposition #1 as follows for the voting machines for the Annual Budget Vote on May 17, 2011:

YES NO PROPOSITION #1: GENERAL FUND BUDGET

Shall the Hoosick Falls Central School District be authorized to appropriate \$19,959,228 for the 2011-2012 school year, and for the purposes shown in the statement of estimated expenditures adopted by the Board of Education on April 14, 2011 be approved and the amount thereof be raised by a levy of a tax upon the taxable property of the school district, after first deducting the monies available from state aid and other sources as provided by law? This includes funds to pick up children in the approved Child Safety Zone.

Vote: 7 ayes 0 noes; motion carried.

11. A motion was made by Mr. Wilwol seconded by Mrs. Stacy to approve the following resolution: BE IT RESOLVED, by the Board of Education of Hoosick Falls Central School District, Rensselaer County, New York, as follows

Section 1. The proposition hereinafter set forth is hereby authorized to be submitted for the approval of the qualified voters at the annual school district election to be held in said School District, on the 17th day of May, 2011.

Section 2. The School District Clerk is hereby authorized and directed to include as a part of the notice of the annual district meeting and election notice with reference to the submission of said proposition in substantially the following form:

NOTICE IS HEREBY FURTHER GIVEN that at said annual election to be held on May 17, 2011, the following proposition will be submitted:

YES NO PROPOSITION #2 BUS PROPOSITION

Shall the following resolution be adopted, to-wit:

RESOLVED, that the Hoosick Falls Central School District is hereby authorized to purchase school buses at a maximum estimated cost of \$308,500 and that such amount, or so much thereof as may be necessary shall be raised by the levy of a tax upon the taxable property of said District and collected in annual installments as provided by Section 416 of the Education Law; and, in anticipation of such tax, obligations of said District shall be issued.

Section 3. This resolution shall take effect immediately.

- Mr. Sutton asked Mrs. Hatfield to explain. Mrs. Hatfield explained that the district would borrow for this over a 5 year period having no impact on the taxpayers as 85% of this amount is aidable by NYS and the 15% would come from the bus reserve that was established.

Vote: 7 ayes 0 noes; motion carried.

CSE Recommendations:

A motion was made by Mr. Wilwol seconded by Mr. Helft to have the Board of Education approve the appropriate special education programs and services to be provided to students with disabilities as recommended by the Committee on Special Education.

Vote: 7 ayes 0 noes; motion carried.

Subsequent Meeting Dates:

- The Board of Education will hold the Budget Hearing on May 5, 2011 at 6:00 PM in the high school cafeteria.
- The 2011-2012 Budget Vote will be held on May 17, 2011 from 9:00 AM to 9:00 PM in the high school gym.
- The Board of Education will hold the Regular Meeting on May 17, 2011 @ 7:00 PM in the high school cafeteria.

2nd Public Comment Session: Started at 9:17 pm and Ended at 9:18 pm.

1. Mrs. Schumacher, teacher, said “thank you” to the PTA for all of their wonderful support.

Board Forum: This is an opportunity for Board members to ask clarifying questions.

1. Mr. Helft spoke directly to the students in the audience that if you were 18 years of age you can vote on the school budget and Mr. Helft also stated that this is the only vote you can place if you are not a registered voter.
2. Mr. Skott stated that he is not in favor of rotating BOE members on sub-committees. He doesn't think it is beneficial and we need to think about that for next years' committees.
3. Mr. Wilwol agrees with Mr. Skott and he is also not in favor of it. Mrs. Gormley stated that there is some value in rotating members.
4. Mr. Helft asked everyone to vote your conscience, a lot of work went into putting this budget together and we would appreciate your support.

Executive Session: A motion was made by Mr. Wilwol seconded by Mr. Helft to go into Executive Session at 9:23 pm for reason to discuss personnel issues and contract negotiations.

* There will be no board actions following this executive session.

Vote: 7 ayes 0 noes; motion carried.

A motion was made by Mrs. Stacy seconded by Mr. Wilwol to return to Regular Session at 10:59 pm.

Vote: 7 ayes 0 noes; motion carried.

Adjournment: A motion was made by Mr. Ferrannini seconded by Mr. Wilwol to Adjourn the meeting at 10:59 pm.

Vote: 7 ayes 0 noes; motion carried.