

**SACKETS HARBOR CENTRAL SCHOOL BOARD OF EDUCATION OFFICIAL
PROCEEDINGS**

Tuesday, May 20, 2014 @ 5:00 p.m.

The regularly scheduled meeting of the Sackets Harbor Central School Board of Education, Sackets Harbor, NY, was called to order by President Townsend at 5:01 p.m.

Board Members Present: Christine Allen, Dale Phillips, Angela Green, Stephen Swain, Gregg Townsend

Others Present: Frederick E. Hall, Jr., Superintendent; Jennifer Gaffney, Principal; Julie Gayne, Sheri Rose, Emma Shirley

The Pledge of Allegiance was recited.

Courtesy of the Floor was extended and there was no response

13-14 255 Moved by Phillips, seconded by Green, to approve April 8, 2014; April 24, 2014; and
Approve May 13, 2014 Minutes.

April 8,
April 24 &
May 13, 2014
Minutes Yes: Phillips, Green, Allen, Swain, Townsend
No: None
The motion carried.

13-14 256 Moved by Swain, seconded by Allen, to approve Treasurer's Report, Extracurricular
Approve Report and Internal Claims Auditor Report.

Treasurer's
Report,
Extracurricular
Report and
Internal Claims
Auditor Report Yes: Phillips, Green, Allen, Swain, Townsend
No: None
The motion carried.

13-14 257 Moved by Phillips, seconded by Green, to approve CPSE & CSE Recommendation #'s:
Approve CPSE 1912, 1658, 1671, 1073, 1125, 66, 108, 1613, 1758, 751, 1829, 1119, 619, 443, 1220,
& CSE 1819, 33, 1558, 1168, 919, 604, 1078.

Recommendations Yes: Phillips, Green, Allen, Swain, Townsend
No: None
The motion carried.

13-14 258 Moved by Green, seconded by Allen, to approve destroying May 21, 2013 ballots.

Approve
Destroying
May 21, 2013
Ballots Yes: Phillips, Green, Allen, Swain, Townsend
No: None
The motion carried.

13-14 259 Moved by Swain, seconded by Allen, to accept a \$4,990.00 donation from PTO.

Accept a
\$4,990.00
Donation
from PTO Yes: Phillips, Green, Allen, Swain, Townsend
No: None
The motion carried.

13-14 260 Moved by Swain, seconded by Allen, to accept five iPad II's from Pearson via Sarah
Accept Five Derouin's participation in testing evaluation with a value of \$399 each.

from Pearson
via Sarah
Derouin's
Participation
in Testing
Evaluation with
a Value of
\$399 Each Yes: Phillips, Green, Allen, Swain, Townsend
No: None
The motion carried.

13-14 261 Moved by Swain, seconded by Allen, to accept two Smartboard SMB 680 with a value of
Accept \$4,498 from PTO.

Two Smartboard
SMB690 with
a Value of
\$4,498 from
PTO Yes: Phillips, Green, Allen, Swain, Townsend
No: None
The motion carried.

13-14 262 Approve Participation with Madison- Oneida BOCES in Jointly Bidding for the Purchase of Various Types of Computers and Technology for the 2014-15 School Year	Moved by Swain, seconded by Allen, to approve participation with Madison-Oneida BOCES in jointly bidding for the purchase of various types of computers and technology for the 2014-15 school year. Yes: Phillips, Green, Allen, Swain, Townsend No: None The motion carried.
13-14 263 Approve Annual Fire Inspection	Moved by Swain, seconded by Allen, to approve Annual Fire Inspection Yes: Phillips, Green, Allen, Swain, Townsend No: None The motion carried.
13-14 264 Approve Family Medical Leave Act for Brenda Rogers Effective April 22, 2014 until Medically Released	Moved by Allen, seconded by Green, to approve Family Medical Leave Act for Brenda Rogers effective April 22, 2014 until medically released. Yes: Phillips, Green, Allen, Swain, Townsend No: None The motion carried.
13-14 265 Approve Denise Wainwright as Substitute Cleaner and BOCES Special Education Bus Driver for the Summer of 2014	Moved by Allen, seconded by Swain, to approve Denise Wainwright as substitute cleaner and BOCES Special Education Bus Driver for the Summer of 2014. Yes: Phillips, Green, Allen, Swain, Townsend No: None The motion carried.
13-14 266 Approve T. Rutz as Substitute Bus Driver	Moved by Allen, seconded by Phillips, to approve Tamara Rutz as a substitute Bus Driver. Yes: Phillips, Green, Allen, Swain, Townsend No: None The motion carried.
13-14 267 Approve Heidi Barks as Substitute Teacher Aide Pending Fingerprint Clearance	Moved by Green, seconded by Swain, to approve Heidi Barks as a substitute teacher aide pending fingerprint clearance. Yes: Phillips, Green, Allen, Swain, Townsend No: None The motion carried.
13-14 268 Approve Heather Keegan as Substitute Nurse, RN, Pending Fingerprint Clearance	Moved by Allen, seconded by Phillips, to approve Heather Keegan as substitute Nurse, RN, pending fingerprint clearance. Yes: Phillips, Green, Allen, Swain, Townsend No: None The motion carried.
13-14 269 Open Gym Basketball May through August	Moved by Green, seconded by Allen, to approve Open Gym Basketball May through August from 6:00 – 8:00 p.m. Yes: Phillips, Green, Allen, Swain Abstain: Townsend No: None The motion carried.

13-14 270 Approve Booster Club to use School Property on May 20, 2014 from 8:00 a.m. until 4:00 p.m. for a Fundraiser with Certificate of Insurance to be Provided	Moved by Phillips, seconded by Green, to approve Booster Club to use school property on May 20, 2014 from 8:00 a.m. – 4:00 p.m. for a fundraiser with certificate of insurance to be provided. Yes: Phillips, Green, Swain, Townsend Abstain: Allen No: None The motion carried.
13-14 271 Approve Can-Am Festival Committee to use School Property on July 20, 2014 with Certificate of Insurance to be Provided	Moved by Swain, seconded by Allen, to approve Can-Am Festival Committee to use school property on July 19, 2014 for parade line up, parking of school buses, access to locker rooms/bathrooms for band members, and use of school bleachers for Vintage Baseball game on July 20, 2014 at no cost to the District with certificate of insurance to be provided. Yes: Phillips, Green, Allen, Swain, Townsend No: None The motion carried.
13-14 272 Approve Sackets Harbor Youth T-Ball, Baseball and Softball Teams to use School Fields with Certificate of Insurance Provided	Moved by Allen, seconded by Green, to approve Sackets Harbor Youth T-Ball, Baseball and Softball Teams to use school fields with certificate of insurance provided. Yes: Phillips, Green, Allen, Swain, Townsend No: None The motion carried.
13-14 273 Approve Summer Recreating Program Inclusive of Transportation Requests from July 8 – August 10, 2014 Pending Certificate of Insurance Provided	Moved by Phillips, seconded by Swain, to approve Summer Recreation Program inclusive of Transportation Requests from July 8 – August 10, 2014 pending certificate of insurance provided Yes: Phillips, Green, Allen, Swain, Townsend No: None The motion carried.
13-14 274 Approve Section III Combining Contract with Pulaski Central School District for Varsity Boys Hockey (Ontario Bay) for the 2014-15 School Year at no Cost to the District	Moved by Allen, seconded by Swain, to approve Section III Combining Contract with Pulaski Central School District for Varsity Boys Hockey (Ontario Bay) for the 2014-15 school year at no cost to the District. Yes: Phillips, Green, Allen, Swain, Townsend No: None The motion carried.

13-14 275 Approve Sackets Harbor Central School students to Participate in Interscholastic Football for the 2014-15 School Year @ IHC at no Cost to the District	Moved by Phillips, seconded by Green, to approve Sackets Harbor Central School students to participate in Interscholastic Football for the 2014-15 school year @ IHC at no cost to the District. Yes: Phillips, Green, Allen, Swain, Townsend No: None The motion carried.
---	---

Mrs. Green indicated she was concerned with participation taking away from our number of participants in the District's sports program

Discussion took place on making sure our District's sports programs were not going to be in jeopardy.

13-14 276 Approve Transportation to DoDEA Summer STEM Camp to Lyme Central in July 2014 with District to be Reimbursed for Costs by the Grant	Moved by Green, seconded by Allen, to approve transportation to DoDEA Summer STEM Camp to Lyme Central in July 2014 with District to be reimbursed for costs by the Grant. Yes: Phillips, Green, Allen, Swain, Townsend No: None The motion carried.
--	---

13-14 277 Approve Employee Health Care Contributions for Administration & Non-Instructional Staff to Reflect a 11% Contribution for Staff Hired Prior to July 1, 2007 and 16 % for Staff Hired July 1, 2006 or Later	Moved by Swain, seconded by Phillips, to approve employee health care contributions for Administration & Non-Instructional staff to reflect a 11% contribution for staff hired prior to July 1, 2006 and 16 % for staff hired July 1, 2006 or later. Yes: Phillips, Green, Allen, Swain, Townsend No: None The motion carried.
---	---

13-14 278 Approve Administrative Salary Increase of 2.75 % for the 2014-15 School Year	Moved by Green, seconded by Allen, to approve Administrative salary increase of 2.75% for the 2014-15 school year. Yes: Phillips, Green, Allen, Swain, Townsend No: None The motion carried.
--	---

13-14 279 Approve Non-Instructional Salary Increase of 2.75 % plus a Minimum Wage Adjustment for the 2014-15 School Year	Moved by Phillips, seconded by Swain, to approve Non-Instructional Salary increase of 2.75 % plus a minimum wage adjustment for the 2014-15 school year. Yes: Phillips, Green, Allen, Swain, Townsend No: None The motion carried.
--	---

Superintendent's Report

Mr. Hall updated the Board of Education on the Department of Labor on-site inspection. Most items have been corrected. The District needs to order lamp covers, fix the tongue guard on the Stanley bench grinder, prepare hazardous chemical inventory and address the 550 gallon tank issue. The District has until September 22, 2014 to be in compliance for the tank. The District has received information on the grant application for the 550 gallon tank replacement. Potentially vendors are being contracted to look at the work and quote as there few to choose from and they are already booked out with summer work.

13-14 280 Approve Replacement and Movement of 550 gallon Tank to be in Compliance with Department of Labor	Moved by Green, seconded by Allen, to approve replacement and movement of 550 gallon tank to be in compliance with Department of Labor. Yes: Phillips, Green, Allen, Swain, Townsend No: None The motion carried.
--	--

Mr. Hall received two books from FEDLC. The books pertain to experiences at Fort Drum and will be catalogued in the Library.

Mr. Hall reported the District had the Annual Fire Inspection. Mr. Hall took the opportunity to give kudos to the staff.

Mr. Hall reported the APPR Plan has finally been approved by SED. In the Fall, the District will need to restrand the HEDI chart.

Mr. Hall read a thank you letter from the St. Andrew's Religious Education After School Program.

Mr. Hall reported that he and Ms. Gaffney will be working on the 2014-15 school calendar. Standards Days and Superintendent Days will need to be scheduled.

Mr. Hall reported faculty members are reporting PD175 hours .

Mr. Hall reported on the STLE3 and the Regional, District, and Peer Coach position and stipends, release time being paid by the grant.

Mr. Hall reported Mrs. Ingerson will be receiving STEM Grant training in PLTW for course offering to 8th graders.

Mr. Hall reported the District is applying for three other grants. The grants would be DODEA Local, VAP Grant and Teaching to the Core. Two are consortium grants through BOCES.

Mrs. Helene Stewart arrived at 6:37 p.m.

Mr. Hall reported the District will conduct RN interviews on May 29 or June 2, 2014.

Mr. Hall reported the District will be interviewing 12 candidates for the Social Studies position.

Mr. Hall reported there are two applicants for the Transportation Supervisor position thus far.

Mr. Hall reported the Senior Class Parent Night will be held on June 3, 2014.

Mr. Hall reported the District will be conducting the Code of Review on June 2, 2014.

Mr. Hall reported on June 4 there will be a Town Hall DASA meeting for grades 6-12 student body. Sackets Support Group will lead this discussion.

Mr. Hall reported the Prom will be on June 7, 2014 at the Clayton Opera House with an After Prom Party at the school.

Mr. Hall reported June 9 is Academic Awards Night.

Mr. Hall reported Ms. Jane Barton has sent him information on an article on IQ's and the National average is declining. Copies were distributed to BOE members.

Mrs. Helene Stewart left at 6:45 p.m.

Principal's Report

Ms. Gaffney reported on the Sackets Support Group. There are currently 25 members representing every grade level. The mission of this group is to provide the highest quality prevention for suicide, violence and substance abuse training , supporting and empowering peer leaders and adults to impact friendship networks. Training will be provided to peer leaders (grades 9-12) and adults. The next Town Hall meeting for the Sackets Support Group will be in June and the students will select the topics.

Ms. Gaffney reported Champion of Choices , sponsored by FX Caprara, will be held on September 10, 2014. The mission of Champion of Choices is to empower students to make healthy and positive choices that lead to lifelong success, initiating personal and social change to make a difference in themselves and their communities.

Ms. Gaffney reported there are currently 26 kindergarten students enrolled for Fall 2014.

Ms. Gaffney reported there is a backstop issue for the baseball field near the playground which is a safety issue. There are currently three options being reviewed. Option one would be to add to the existing backstop by adding sections. Architect indicates this is not a viable option. Option two would be to remove existing backstop and replace with a larger, higher backstop. Option three would be to add netting to the side. Ms. Gaffney has been in contact with a vendor and is awaiting their visit.

Ms. Gaffney reported there is a growing interest for Sackets Harbor Central School students to play lacrosse at IHC. Ms. Gaffney reminded the Board the District combined hockey, modified football and wrestling with IHC for the 2013-14 school year. Previous decisions have always weighed the impact of what combining would have on our District. Lacrosse is different, if this sport is combined, it may adversely impact our existing spring sports program. Ms. Gaffney reviewed statistics from 2011.

Ms. Gaffney reported cheerleading is now classified as a sport. The District is monitoring numbers which appear to be low at this time. Karen Thomas is interested in returning as the cheerleading coach.

Ms. Gaffney reported the Frontier League will be using Schedule Galaxy instead of League Minder this fall. Mr. Green, Mrs. Crandall and Ms. Gaffney will receive training this summer . Feedback is the program is easier to navigate for the user and allows districts to organize coaches' certification information in their database.

Ms. Gaffney reported that she and Mr. Kellar met with a consultant regarding field maintenance. Even though our fields are in good shape, we recognize the need to do a better job at maintaining them. It will be more cost effective to keep up on them. Ms. Gaffney will work with Mr. Kellar, Mr. Hall and the Business Office to develop a plan. Ms. Gaffney, Mr. Kellar and a coach will be attending a clinic on June 10.

Ms. Gaffney reported Patriot Pride Day was a great success. Ms. Gaffney took the opportunity to recognize Mr. Berie for all of his hard work organizing the event.

Ms. Gaffney reported the District was not selected for the RtI Project.

Ms. Gaffney shared data on the National Student Report to Congress.

Ms. Gaffney took the opportunity to congratulate National Honor and National Junior Honor Society Inductees.

Ms. Gaffney reported that she and Mr. Tabor are in the process of developing a unique special education program for students with disabilities in the middle school grades. Developing this schedule will allow the return of one out of District placement to the District and keep others in District. Ms. Gaffney will provide an update as the schedule nears completion.

Ms. Gaffney reported the District is preparing for upcoming testing in Grades 4 and 8 Science, Common Core English and Algebra, Regents and Post-Assessments. The District will be collaborating with Lyme to score.

Ms. Gaffney reported the interviews are scheduled for the Social Studies position on May 23, 2014.

Ms. Gaffney took the opportunity to thank the Board of Education for allowing participation in the SDP.

Board Issues

Mr. Swain took the opportunity to discuss the Affordable Health Care Act. Upon discussion, the Act will directly impact the consortium, which could impact the District via rates. This is a budget item to be mindful of moving forward.

New Business

13-14 281 Moved by Green, seconded by Swain, to establish May 27 at 5:00 p.m. as tentative date
Establish for BOE to discuss budget vote options should budget be defeated.
May 27, 2014
at 5:00 p.m. Yes: Phillips, Green, Allen, Swain, Townsend
as Tentative No: None
Date for The motion carried.
BOE to
Discuss Budget
Vote Options should
Budget be Defeated

Mrs. Julie Gayne reviewed with the Board of Education on the District working with Jefferson County Human Resources to comply with filling any Civil Service positions. The District will be requesting the Civil Service list for Account Clerk/Typist. The Transportation Director and School Nurse can be posted. These positions are non-competitive, but need to meet certain qualifications and NYS Certifications. All approved candidates must be approved by Civil Service.

Mrs. Julie Gayne and Mr. Hall reviewed the Technology position for the District. The District wrote specific qualifications for the Technology position. The District was approved with the requirements for a Micro Computer Technician position from Civil Service as of May 20, 2014.

13-14 282 Moved by Green, seconded by Allen, to approve establishing a Micro Computer
Approve Technology position.
Establishing a
Micro Computer Yes: Phillips, Green, Allen, Swain, Townsend
Technology No: None
Position The motion carried.

Old Business

Mr. Hall took the opportunity to review the results of 2014-2015 BOCES Administrative Budget and Election of three Board of Cooperative Board Members. The BOCES Administrative Budget was passed and all three incumbents were re-elected to the Board of Education.

Mrs. Julie Gayne took the opportunity the discuss the exhorbant fees from Key Bank that are being charged to the District and may potentially no longer be refunded. Discussion took place regarding banking options, including an RFP. The Board of Education expressed interest in keeping the school business local if the bank can fulfill the Districts needs at no costs. The opportunity should be given locally first. Mr. Hall will set up an appointment with a local bank. Julie Gayne inquired if there was a board member that would be interested in sitting in on that meeting.

Mr. Swain volunteered to sit in on the meeting with the local bank.

13-14 283 Moved by Swain, seconded by Green, to go into Executive Session to discuss a Particular
Executive Person of Interest.
Session

Yes: Phillips, Green, Allen, Swain, Townsend
No: None
The motion carried.

The meeting recessed at 6:44 p.m.

13-14 284 Moved by Swain, seconded by Green, to come out of Executive Session.
Come out
of Executive Yes: Phillips, Green, Allen, Swain, Townsend
Session No: None
The motion carried.

The meeting resumed at 7:05 p.m.

13-14 285 Moved by Swain, seconded by Green, to adjourn the meeting.
Adjourn

Yes: Phillips, Green, Allen, Swain, Townsend
No: None
The motion carried.

The meeting adjourned at 7:05 p.m.