

SACKETS HARBOR CENTRAL SCHOOL BOARD OF EDUCATION OFFICIAL PROCEEDINGS
Tuesday, September 17, 2013

The regularly scheduled meeting of the Sackets Harbor Central School Board of Education, Sackets Harbor, NY, was called to order by President Townsend at 5:00 p.m.

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

Others Present: Frederick E. Hall, Jr., Superintendent; Jennifer Gaffney, Principal; Julie Gayne, Sheri Rose, Laurie Podvin, Poulsen & Podvin, Reena Singh, Watertown Daily Times Reporter, Sheri Hermann, Emma Shirley

Courtesy of the Floor was extended.

Laurie Podvin, External Auditor, reviewed with the Board of Education the External Audit Report for the 2012-13 School Year . Laurie indicated Julie Gayne and Kathy Revelle do a great job. They are proactive and “audited to death.” Laurie also indicated the External Audit Report was a clean report and a great way to start off the school audit process.

Mr. Hall took the opportunity to indicate Ms. Podvin and her staff do a great job and thanked them for being personable and easy to work with.

Chris Allen took the opportunity to thank the Business Office for their hard work.

Laurie Podvin left at 5:13 p.m.

13-14 73 Approve 2012-13 External Audit Report	Moved by Swain, seconded by Green, to approve the 2012-13 External Audit Report. Yes: Swain, Green, Allen, Phillips, Townsend No: None The motion carried.
13-14 74 Approve August 20, 2013 Minutes	Moved by Phillips, seconded by Allen, to approve August 20, 2013 Minutes. Yes: Swain, Green, Allen, Phillips, Townsend No: None The motion carried.
13-14 75 Approve Treasurer’s Report, Extracurricular Report & Internal Claims Auditor Report	Moved by Phillips, seconded by Green, to approve Treasurer’s Report, Extracurricular Report and Internal Claims Auditor Report. Yes: Swain, Green, Allen, Phillips, Townsend No: None The motion carried.
13-14 76 Approve CPSE & CSE Recommendations	Moved by Green, seconded by Allen, to approve CPSE & CSE Recommendation #'s: 1922, 1912, 751, 1119. Yes: Swain, Green, Allen, Phillips, Townsend No: None The motion carried.
13-14 77 Approve 15 Additional Summer Work Hours @ \$20.00 Per Hour for S. Smith for the Summer of 2013 at a Total Cost of \$300.00	Moved by Allen, seconded by Phillips, to approve 15 additional summer work hours @ \$20.00 per hour for Suzanne Smith for the Summer of 2013 at a total cost of \$300.00. Yes: Swain, Green, Allen, Phillips, Townsend No: None The motion carried.
13-14 78 Approve Transportation Requests for CCI Exchange Students for the 2013-14 School Year	Moved by Allen, seconded by Green, to approve transportation requests for Yifeng Chen, Grade 10, and Vazquez Lavandera, Grade10, CCI Exchange Students living with the Frechette family and Keyu Wan, Grade 10, and Mikeng Zhou, Grade 11, CCI Exchange Students living with the Smith family attending IHC for the 2013-14 school year. Yes: Swain, Green, Allen, Phillips, Townsend No: None The motion carried.
13-14 79 Approve Eastern Shore Youth Soccer Beginning September 16 – October 26, 2013 with Certificate of Insurance Provided	Moved by Phillips, seconded by Green, to approve Eastern Shore Youth Soccer beginning September 16 – October 26, 2013 (5:30 – 7:30 p.m. and Saturdays 9:30 a.m. – 12:30 p.m. with certificate of insurance provided. Yes: Swain, Green, Allen, Phillips, Townsend No: None The motion carried.

13-14 80 Approve Use of Building for Good News Club on Mondays Beginning Oct. 21 – Dec. 9, 2013 with Certificate of Insurance to be Provided	Moved by Allen, seconded by Green, to approve Use of Building for Good News Club on Mondays beginning October 21, 2013 through December 9, 2013 from 2:30 – 3:45 p.m. with certificate of insurance to be provided. Yes: Swain, Green, Allen, Phillips, Townsend No: None The motion carried.
13-14 81 Approve Use of Building for Glee Club on Tuesdays with Certificate of Insurance to be Provided by PTO	Moved by Green, seconded by Allen, to approve Use of Building for Glee Club with Debra Patterson as Adult Supervisor at no cost to the district on Tuesdays from 5:00 – 8:00 p.m. with certificate of insurance provided by the PTO. Yes: Swain, Green, Allen, Phillips, Townsend No: None The motion carried.
13-14 82 Approve Use of Building for For Girl Scout Troop 50051 on Tuesdays	Moved by Allen, seconded by Swain, to approve Use of Building for Girl Scout Troop 50051 on Tuesdays beginning October 1, 2013 through June 17, 2014 from 2:35 – 3:15 p.m. with certificate of insurance to be provided. Yes: Swain, Green, Allen, Phillips, Townsend No: None The motion carried.
13-14 83 Approve Open Gym Basketball on Thursdays from 6:00 – 8:00 p.m.	Moved by Allen, seconded by Swain, to approve Open Gym Basketball on Thursdays from 6:00 – 8:00 p.m. Yes: Swain, Green, Allen, Phillips, Townsend No: None The motion carried.
13-14 84 Approve Discarding Four 6’ Tables	Moved by Allen, seconded by Swain, to approve discarding four 6’ tables. Yes: Swain, Green, Allen, Phillips, Townsend No: None The motion carried.
13-14 85 Approve Discarding three <u>Dinosauring</u> Books, copyright 1993, Houghton Mifflin Company	Moved by Allen, seconded by Green, to approve discarding three <u>Dinosauring</u> Books, copyright 1993, Houghton Mifflin Company, ISBN: 0-395-610088-5. Yes: Swain, Green, Allen, Phillips, Townsend No: None The motion carried.
13-14 86 Approve Discarding 22 Pink Elementary Desks, 26 Brown Lift-Top Elementary Desks, 30 Small Brown Plastic Chairs	Moved by Swain, seconded by Allen, to approve discarding 22 Pink Elementary Desks, 26 Brown Lift-Top Elementary Desks, 30 Small Brown Plastic Chairs. Yes: Swain, Green, Allen, Phillips, Townsend No: None The motion carried.
13-14 87 Approve J. Lyman as Co-Advisor for Spanish National Honor Society	Moved by Green, seconded by Allen, to approve Jessica Lyman as Co-Advisor for Spanish National Honor Society. Yes: Swain, Green, Allen, Phillips, Townsend No: None The motion carried.
13-14 88 Approve J. Lyman as 7 th Grade Advisor, Class of 2019	Moved by Green, seconded by Allen, to approve Jessica Lyman as 7 th Grade Advisor, Class of 2019. Yes: Swain, Green, Allen, Phillips, Townsend No: None The motion carried.
13-14 89 Approve R. Tastor & A. Timerman as Freshman Advisors	Moved by Phillips, seconded by Green, to approve Ryan Tastor and Amy Timerman as Freshmen Advisors. Yes: Swain, Green, Allen, Phillips, Townsend No: None The motion carried.
13-14 90 Approve C. Sidmore as a Certified Substitute Teacher Pending Fingerprint Clearance	Moved by Green, seconded by Allen, to approve Chad Sidmore as a certified substitute teacher pending fingerprint clearance. Yes: Swain, Green, Allen, Phillips, Townsend No: None The motion carried.

13-14 91 Approve S. Guymon as Certified Substitute Teacher Pending Fingerprint Clearance	Moved by Phillips, seconded by Swain, to approve Sandra Guymon as certified substitute teacher pending fingerprint clearance Yes: Swain, Green, Allen, Phillips, Townsend No: None The motion carried.
13-14 92 Approve S. Hosch as a Certified Substitute Teacher Pending Fingerprint Clearance	Moved by Allen, seconded by Phillips, to approve Sarah Hosch as a certified substitute teacher pending fingerprint clearance. Yes: Swain, Green, Allen, Phillips, Townsend No: None The motion carried.
13-14 93 Approve B. Mott as Certified Substitute Teacher Pending Fingerprint Clearance	Moved by Green, seconded by Allen, to approve Brittany Mott as certified substitute teacher pending fingerprint clearance. Yes: Swain, Green, Allen, Phillips, Townsend No: None The motion carried.
13-14 94 Approve P. Edwards as Substitute RN Pending Fingerprint Clearance	Moved by Allen, seconded by Swain, to approve Paula Edwards as substitute RN pending fingerprint clearance. Yes: Swain, Green, Allen, Phillips, Townsend No: None The motion carried.
13-14 95 Approve Resignation of P. Griffin as Twelve-Month Cleaner Effective September 17, 2013	Moved by Allen, seconded by Green, to approve resignation of Pavarisa Griffin as twelve-month cleaner effective September 17, 2013. Yes: Swain, Green, Allen, Phillips, Townsend No: None The motion carried.
13-14 96 Approve J. Clark as Twelve-Month Cleaner at an Annual Salary of \$17,680 to be Pro-Rated for the Remainder of 2013-14 School Year	Moved by Green, seconded by Allen, to approve Jason Clark as twelve-month cleaner at an annual salary of \$17,680 to be pro-rated for the remainder of 2013-2014 school year, pending fingerprint clearance. Yes: Swain, Green, Allen, Phillips, Townsend No: None The motion carried.
13-14 97 Approve S. Newcombe as a Volunteer Assistant for 2013-14 Boys' Soccer Season with Coaching Certificates Completed	Moved by Allen, seconded by Phillips, to approve Steve Newcombe as a Volunteer Assistant for 2013-14 Boys' Soccer Season with coaching certificates completed. Yes: Swain, Green, Allen, Phillips, Townsend No: None The motion carried.

Superintendent's Report

Mr. Hall reported he had spoken with Mayor Constance regarding the Skateboarding Park. Mr. Hall indicated the district certainly supports anything for our students.

Mr. Hall took the opportunity to read a thank you card from Patty Akin.

Mr. Hall reported that he and Julie Gayne attended a State Aid Planning Workshop with Patty Service, Questar, in attendance. At this meeting, there was foreshadowing of the 2014-15 budget, discussion on refinancing of bonds, exemptions that may not be available for the upcoming budget.

Mr. Hall reported he has been interviewing with Randy Keller for the night time cleaner position for the past 2.5 days with 12 interviews conducted.

Mr. Hall reported he will be attending a presentation from Commissioner King on October 3 with Mr. Swain, Mrs. Green and Ms. Gaffney.

Mr. Hall reported he will be attending a FDLEC meeting on October 9 with the Garrison Commander.

Mr. Hall reported the district will be on the receiving end from Fort Drum to obtain a MFLAC one day a week. They will establish a Military Kids Club, deployment group discussions, Dignity for All discussions and supply the district with staff/student resources.

Mr. Hall reported Mr. Buell will be out for a length of time.

Mr. Hall reported the Regional School District Collaboration Survey will posted on the District's website by the end of September.

Mr. Hall reported everyone seems to be acclimated to the start of the school year.

Mr. Hall reported that he and Ms. Gaffney have completed the Code of Conduct review with all students.

Mr. Hall reported attending the first PTO meeting which had a large turnout.

Principal's Report

Ms. Gaffney reported the State has released more curriculum and modules for Common Core. Faculty are doing what they need to do by either adopting/adapting or creating their own modules. Ms. Gaffney indicated this is a massive amount of work for faculty.

Ms. Gaffney reported she has started informal APPR reviews. Ms. Gaffney indicated Mr. Hall will be conducting more formal evaluations. This will be an experimental year with the new process.

Ms. Gaffney reported faculty are writing Student Learning Objectives (SLOs).

Ms. Gaffney reported the District has been conducting fire drills and we conducted a lock down drill with a K-9 unit on premises today. Students responded well.

Ms. Gaffney reported attending DASA Training in August.
Ms. Gaffney took the opportunity to invite the Board of Education to sign up for EdAlert. A text was sent out and if individuals did not receive the text. Ms. Gaffney encouraged individuals to resign up.
Ms. Gaffney reported on the realignment of the Technology Department. Mr. Wekar is allotted more time for technology with Spencer Easton in the District on Tuesdays, Thursdays and Fridays. So far, it seems to be a “good fit.”
Ms. Gaffney reported that Marlene Lennox invited a representative from Light Speed (auditory processing) Company to the District. Through Marlene’s interaction with the representative, she learned of a donation program. The representative was gracious enough to donate a \$1,500 unit to the District. Ms. Gaffney indicated this is a “great” company to work with that is currently on the State Contract.
Ms. Gaffney reported permission slips have gone out to students to use the PED Program. This is an opportunity for students to use iPads, iPods, and laptops in the classrooms with permission of the teacher.
Ms. Gaffney reported she attended the PTO meeting which had a great turnout. The PTO increased the budget line to support our teachers.

Ms. Gaffney took the opportunity to thank the PTO for their continued support of the district.

Ms. Gaffney reported opening the building for the Alzheimer’s Walk on Saturday, September 14, 2013. Everything went well and there was a great turnout.

Old Business

There was no Old Business.

New Business

There was no New Business.

Board Issues

There were no Board Issues.

Mr. Hall took the opportunity to invite everyone to have cake with Reena Singh to congratulate her on her new adventure in D.C. Mr. Hall thanked Reena for the excellent collaboration and articles she has written for the District and Watertown.

13-14 98 Executive Session to Discuss the Personnel History of a Particular Person	Moved by Swain, seconded by Allen to go into Executive Session to discuss the Personnel History of a Particular Person Yes: Swain, Green, Allen, Phillips, Townsend No: None The motion carried.
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The meeting recessed to executive session at 6:08 p.m.

13-14 99 Come Out of Executive Session	Moved by Swain, seconded by Green, to come out of Executive Session. Yes: Swain, Green, Allen, Phillips, Townsend No: None The motion carried.
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The meeting resumed at 6:25 p.m.

13-14 100 Adjourn	Moved by Phillips, seconded by Green, to adjourn. Yes: Swain, Green, Allen, Phillips, Townsend No: None The motion carried.
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The meeting adjourned at 6:25 p.m.

<hr/> Sheri Rose, District Clerk	<hr/> Gregg Townsend, Board President
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