Board of Education Regular Meeting June 23, 2011

Sullivan West Central School High School Library

MEMBERS PRESENT: M. Scheutzow, President A. Daley, Vice President K. Cohen, Member

J. Glase, Member K. Meckle, Member J. Reggero, Member 7:00PM N. van Swol, Member

R. Joyce-Turner, Member

ABSENT: R. Crotty, Member

OTHERS PRESENT: Kenneth H. Hilton, Superintendent Lorraine Poston, School Business Manager

> S. Sedlack, Student Member M. Luty, District Clerk

Public, Press, Students & Staff

Mrs. Scheutzow called the meeting to order at 5:04 PM.

Motion was made by Mr. Reggero, seconded by Mrs. Daley to recess into Executive Session at 6:05 pm for the following purposes: to review the employment history of a particular person; collective negotiations under Executive the Taylor Law.

Unanimously carried.

Motion was made by Mrs. Daley, seconded by Mrs. Glase to come out of executive session at 7:10 pm. Come out of Unanimously carried. Executive.

Mrs. Scheutzow led in the Pledge to the Flag.

Motion was made by Mrs. Joyce-Turner, seconded by Mrs. Glase to accept the agenda. Accept Unanimously carried. Agenda.

Motion was made by Mrs. Joyce-Turner, seconded by Mr. Cohen to approve the minutes of the regular meeting Approve held on May 19, 2011 as submitted. Minutes. Unanimously carried.

Public Comment: Union representatives shared their fiscal concerns regarding the appointment of the Assistant Superintendent for Administrative Services.

Samantha Sedlack gave her student board member report. Tokens of appreciation were given to the two student board members. Sullivan Westøs top five academic seniors were recognized.

PTSO representatives displayed and announced the winner of the School District Flag competition ó seventh grader Gabriel R. Pinciotti created the winning flag. A replica of Gabeøs drawing will be reproduced and flown at the both Sullivan West

Mr. Franskevicz shared with the board and public the new guidelines for concussion management. The proposed policy will go to the policy committee for review.

Mr. McLaughlin shared the Response to Intervention Report.

Dr. Hilton and Mrs. Brockner explained the new method for evaluating teachers and principals-a question and answer period followed

Mr. Haberli shared the extra classroom accounts summary.

Committee reports were shared.

Dr. Hilton gave his Superintendentøs Report.

Motion was made by Mr. Reggero, seconded by Mrs. Joyce-Turner to accept the Treasurerøs Report for Accept April & May 2011. Treasurerøs Unanimously carried. Report.

Motion was made by Mr. Reggero, seconded by Mrs. Joyce-Turner to approve the Budget Transfer for Approve April & May 2011. Budget Unanimously carried. Transfer.

Motion was made by Mr. Reggero, seconded by Mrs. Joyce-Turner to accept the extra-curricular reports for April and May 2011.

Unanimously carried.

Motion was made by Mr. Reggero, seconded by Mrs. Joyce-Turner that the Board of Education establishes a Establish Tax Certiorari Reserve in accordance with Education Law 3651[1-a] in the amount of \$72,087.20 for 2010-2011 tax to be funded from un-appropriated fund balance. This is in addition to \$28,002.44 for 2007-2008, \$31,923.53 for certiorari 2008-2009 and \$13,224.87 for 2009-2010 to total **\$145,238.04** for the purpose of paying judgments and claims reserve. in tax certiorari proceedings in accordance with article seven of the Real Property Tax Law.

Unanimously carried.

Motion was made by Mr. Reggero, seconded by Mrs. Joyce-Turner to accept and award, upon the recommendation Accept & of Superintendent Hilton the groundwater management improvement bids (File 062311-01) contingent upon award bids groundwater the School Attorneysø favorable review of the bid and performance bonds. Management Unanimously carried.

Motion was made by Mr. Reggero, seconded by Mrs. Joyce-Turner to accept the correction of errors as specified by the Sullivan County Director of Real Property Tax as summarized below; and to direct the Tax Collector to take the necessary actions in accordance with Real Property Tax Law.

Tax Payer S-L-B **Original Tax bill** Refund \$543.14 **2010-2011** Robert Head 12.-1-37.5 \$7,248.04 Robert Head 12.-1-37.5 \$6,890.33 \$603.29 2009-2010 \$685.81 **2008-2009** Robert Head 12.-1-37.5 \$6,771.23

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Go into

Session.

Accept

Report.

Extra-curr

Correction

of Errors.

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Unanimously carried.

Motion was made by Mr. Reggero, seconded by Mrs. Joyce-Turner to amend upon the recommendation of Superintendent Hilton, the Sullivan West 2011-2012 Academic School Year Calendar (file #062311-02). Unanimously carried.

Amend School Calendar.

Motion was made by Mr. Reggero, seconded by Mrs. Joyce-Turner that the Board of Education of the Sullivan West Central School District authorizes the participation in the Delaware-Chenango-Madison-Otsego BOCES Cooperative Purchasing Service for the 2011-2012 school year. Cooperative Purchasing (file 062311-03) Generic (file 062311-04) and Food and Cafeteria Supplies (file 062311-05). Unanimously carried.

Participate in co-op bidding.

Motion was made by Mr. Reggero, seconded by Mrs. Joyce-Turner that the Board of Education of the Sullivan West Central School District participate in cooperative bidding for bread and bread products for the school year 2011-2012 with other school districts in the Southern Tier of New York State, and BE IT FURTHER RESOLVED, that Doretta Hughson, Clerk of the Board of Education, GST BOCES, be designated to advertise, receive and open said bids and

Participate in co-op bread bidding.

BE IT FURTHER RESOLVED, that the Board of Education of the Sullivan West Central School District reserves the right to accept or reject any or all bids. Unanimously carried.

Motion was made by Mr. Reggero, seconded by Mrs. Joyce-Turner to accept, upon the recommendation of Superintendent Hilton, the Internal Audit Year Four Report submitted by Management Advisory Group of NY, Inc. dated April 2011. Unanimously carried.

Accept year 4 audit Report.

Motion was made by Mr. Reggero, seconded by Mrs. Joyce-Turner to accept monies of \$1,500.00 from Fidelity Charitable Gift Fund to be placed in the The Band Fund to be used to purchase instruments in Memory of Janet Von Ahnen to help support the children that cannot afford to buy or rent. Unanimously carried.

Accept monies for Instruments.

Motion was made by Mr. Reggero, seconded by Mrs. Joyce-Turner to accept monies of \$2,500.00 from the Beaverkill Foundation Inc. to be used for the Alan Gerry Beaverkill Foundation Scholarship Award. Unanimously carried.

Accept Monies for Scholarship.

Motion was made by Mr. Reggero, seconded by Mrs. Joyce-Turner to accept the donation of \$1,000 from Rose & Kiernan, Inc. to the Trust and Agency fund for the Rose & Kiernan Scholarship Award 2011. Unanimously carried.

Accept Monies for Scholarship.

Motion was made by Mr. Reggero, seconded by Mrs. Joyce-Turner to accept monies of \$160.00 from Rochester Institute of Technology to be placed in the Federal Fund to be used by the High School Principal. Unanimously carried.

Accept Monies for Federal fund

Motion was made by Mr. Reggero, seconded by Mrs. Joyce-Turner that whereas Chapter 199 of the New York State real property tax laws of 1997 allows school districts to provide for the collection of school taxes in three installments; and

Collect school taxes in installments.

WHEREAS, the Board of Education has determined that it is in the best interest to provide the option for payment of school taxes in three installments for the Sullivan County Towns only

NOW THEREFORE, BE IT RESOLVED, that Board of Education provides that for every tax in excess of fifty (\$50) dollars levied by the Board, such taxes will be paid in three installments in accordance with the provisions of Section 1326-a of the Real Property Tax Law.

Taxes can be paid in full as follows:

September 1st through September 30th without penalty

October 1st through October 31st with a 2% penalty November 1st through November 2nd with a 3% penalty

OR

Taxpayers may pay in three installments as follows:

50% of total bill due by September 30th

25% of total bill due by October 31st with a 2% interest penalty

25% of total bill due by November 2nd with a 3% interest penalty

Any incorrect payments will be returned and may result in additional penalties. From November 3 to November 30 taxes may be paid at the Sullivan County Treasurer@ Office, Government Center, Monticello, NY at a 3% interest by certified funds only. After November 30 unpaid taxes are re-levied at 7% interest compounded on January 1 in the Town and County Tax Bill.

BE IT FURTHER RESOLVED THAT the following notification will go to all Sullivan West Central school taxpayers;

The School Board of the Sullivan West Central School District, in an effort to provide taxpayers with various options for payment of school taxes has initiated the following tax payment programs.

Option 1) Payment of the entire tax levy bill in full no later than September 30

Option 2) Payment in three installments including some interest penalties:

50% of the total tax bill due by September 30 without any penalty

25% of the total tax bill due by October 31 with a 2% interest penalty

25% of the total tax bill due by November 2 with a 3% interest penalty

Option 3) As in past years, payment for the full amount of taxes may be made at any time during the collection period. Payments made after September 30 will incur interest penalties. Taxes unpaid after November 2 will be remanded to the County Treasurer's Office for collection. Anyone with specific questions on the tax payment process may call the School District Business Office at 845-482-4610 x3007.

Unanimously carried.

Motion was made by Mrs. Daley, seconded by Mr. Cohen that the Board President is hereby authorized to sign and thereby execute the necessary deed(s) and any additional documents and/or instruments required to convey ownership of the Districtos property containing approximately 14.38 acres and located in the Hamlet of Narrowsburg to Gemini International LLC, pursuant to the terms of a Purchase and Sale Agreement between the District and Gemini International LLC dated April 11, 2011. Motion carried. YES-Cohen, Daley, Glase, Meckle, Reggero, Scheutzow & Joyce-Turner NO- van Swol

documents to convey ownership of NB acreage.

Execute

Motion was made by Mrs. Daley, seconded by Mrs. Glase that the Board of Education (õBoardö) hereby Approves an additional four month extension to the Inspection Periods described in two Purchase and Sale Agreements with Gemini International LLC effective December 2, 2010 relating to the sale of the former Narrowsburg and Delaware Valley School properties subject to the conditions contained in the Second Amendments to Purchase and Sale Agreement presented at this meeting, and directs the Board President to execute the Amendments memorializing the extension. NO- van Swol

Approve four month extension on sale of NB & DV buildings

Motion carried. YES-Cohen, Daley, Glase, Meckle, Reggero, Scheutzow & Joyce-Turner

Motion was made by Mrs. Joyce-Turner, seconded by Mr. van Swol to accept the retirement resignation from Brian V. Mullally (Technology) effective the end of business June 30, 2011. Unanimously carried.

Accept resignation B. Mullally.

Motion was made by Mrs. Joyce-Turner, seconded by Mr. van Swol to accept the retirement resignation from Sohail Raikhy (Director of Technology) effective the end of business June 30, 2011. Unanimously carried.

Accept resignation S. Raikhy.

Motion was made by Mrs. Joyce-Turner, seconded by Mr. van Swol to appoint, upon the recommendation of Superintendent Hilton, Sohail Raikhy to the position of Technology Consultant for the 2011-2012 school year at a per diem rate of \$400 not to exceed 100 days. Unanimously carried.

Appoint S. Raikhy per Diem.

Motion was made by Mr. Reggero, seconded by Mrs. Glase that for reasons of economy and efficiency in the operation of the schools of the District, the Superintendent of Schools (the õSuperintendentö) recommends abolishing the position of õSchool Business Administratorö; and

Appoint L. Poston Assistant Supt for Admin. Services.

WHEREAS, Lorraine Poston is currently serving a probationary appointment as oSchool Business Administratorö in an administrative tenure area that is coextensive with this job title; and

WHEREAS, the separate and distinct administrative position of õAssistant Superintendent for Administrative Servicesö has remained vacant since the retirement of Larry L. Lawrence on or about August 21, 2010 from service to the District in this position; and

WHEREAS, the Assistant Superintendent for Administrative Services provides essential leadership to the District as its business official, human resource administrator, and purchasing agent; supervises the custodial staff, food service workers, grounds crew, the Districtos treasurer, tax collectors, and student transportation coordinator; prepares, with the Superintendent, the annual budget and guides its implementation, oversees all capital projects within the District, and serves as the District & Chief Financial Officer; and

WHEREAS, Lorraine Poston holds a bachelors degree in accounting, a masters degree in educational administration, a Certificate of Advanced Study in School Business Leadership, New York State Certification as a õSchool District Business Leader,ö and has served the Sullivan West Central School District with distinction in a variety of important roles, with increasing responsibilities within the Districtos business office over the past nine years; and WHEREAS, the Superintendent recommends the appointment of Lorraine Poston as the District & Assistant Superintendent for Administrative Services, effective immediately upon the abolition of her current position as School Business Administrator;

NOW, THEREFORE, BE IT RESOLVED, that upon the Superintendentos recommendation, the Board of Education (õBoardö) hereby abolishes the position of School Business Administrator effective June 30, 2011, excesses Lorraine Poston from this position, and directs that her name shall be placed on a preferred eligibility list for appointment to a vacancy that may hereinafter occur in an office or position that is similar to the position of School Business Administrator from which she was excessed; and

BE IT FURTHER RESOLVED, that upon the Superintendentos recommendation, the Board hereby appoints Lorraine Poston to a new, three-year probationary appointment as the Districtos Assistant Superintendent for Administrative Services, to serve in an administrative tenure area that is coextensive with this job title, commencing July 1, 2011 and ending on June 30, 2014, at an annual salary of \$115,000 in recognition of her increased job responsibilities. BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes the Superintendent of Schools and the Board President to execute a Memorandum of Agreement with Lorraine Poston, Assistant Superintendent of Administrative Services. Unanimously carried.

Motion was made by Mrs. Daley, seconded by Mrs. Glase to grant tenure, upon the recommendation of Superintendent Hilton, to Nicole Hubert in the position of Teacher Assistant, where she holds a valid New York State Certificate permitting her to assume the duties of a teacher assistant at the Sullivan West Central School District, effective October 14, 2011.

Grant tenure N. Hubert.

Unanimously carried.

Motion was made by Mrs. Daley, seconded by Mrs. Joyce-Turner to appoint, upon the recommendation of Superintendent Hilton, Dorothy Grecco to a 2-year probationary teaching position effective March 1, 2011 and to expire on February 28, 2013, in the tenure area of Secondary English, at a salary of \$53,495.00, with compensation for Master & Degree and additional credits when documentation is presented.

Appoint D. Grecco Secondary English.

Motion was made by Mr. van Swol, seconded by Mrs. Joyce-Turner that the Board of Education (õBoardö)

Appoint

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voted at its meeting on May 19, 2011 to eliminate 1.5 positions in the secondary math tenure area and voted to excess Kayla Peters from her position as a full-time math teacher and to reduce Debra LaGrutta from full-time math teacher to a half-time (.5) math teacher, effective June 30, 2011; and

K. Peters .5 math .5 business

WHEREAS, Debra LaGrutta has informed the District that she has decided to decline the half-time (.5) math position that would otherwise be available to her during the 2011-2012 school year; and WHEREAS, Kayla Peters has indicated her willingness to accept the half-time (.5) secondary math

position that has been declined by Debra LaGrutta; **NOW, THERFORE BE IT RESOLVED**, that the Board hereby rescinds that portion of the Board May 19, 2011 Board resolution excessing Kayla Peters from her position as a full-time math teacher, and hereby reduces Kayla Peters from full-time to half-time (.5), effective June 30, 2011, in her capacity as a secondary

math teacher; and **WHEREAS**, a half-time (.5) teaching position has become available in the special subject tenure area for õbusiness education ó generalö; and

WHEREAS, Kayla Peters holds an Initial Certificate Business and Marketing; and

WHEREAS, the Superintendent of Schools recommends that Kayla Peters be appointed to the available half-time (.5) position as a business education teacher for the 2011-2012 academic year, which, in tandem with her half-time (.5) position as a secondary math teacher, will make her a full-time teacher overall; *NOW, THEREFORE, BE IT RESOLVED*, that upon the Superintendent¢s recommendation, the Board hereby appoints Kayla Peters to a three-year probationary appointment in the special subject tenure area of õbusiness education ó generalö commencing on September 1, 2011, and ending on August 31, 2014. Unanimously carried.

Motion was made by Mr. van Swol, seconded by Mrs. Joyce-Turner that the Superintendent of Schools (õSuperintendentö) recommends that Linda Schaefer, a tenured elementary teacher with the Sullivan West Central School District (the õDistrictö), be transferred outside the elementary tenure area and appointed as a probationary teacher in the remedial reading tenure area; and

WHEREAS, Linda Schaefer holds a Permanent Reading Teacher Certificate; and WHEREAS, the Superintendent further recommends that Linda Schaefer be given a leave of absence from her elementary teaching position during her probationary term as a remedial reading teacher; NOW, THEREFORE, BE IT RESOLVED, that upon the Superintendent¢s recommendation, the Board hereby appoints Linda Schaefer to a shortened two-year probationary term (in recognition of her prior receipt of tenure in the elementary tenure area) in the special subject tenure area of ŏremedial reading,ö commencing on September 1, 2011 and ending on August 31, 2013, and hereby grants Linda Schaefer a two-year leave of absence from the elementary tenure area, subject to execution by Linda Schaefer, her union representative and the Superintendent, of an ŏAgreementö whereby Ms. Schaefer and her union representative shall explicitly consent to Ms. Schaefer¢s transfer outside the elementary tenure area and appointment to a probationary term in the remedial reading tenure area; and

BE IT FURTHER REOLVED, that in accordance with this resolution, the Board hereby authorizes the Superintendent to prepare an Agreement in consultation with the District legal counsel that is consistent with the terms of this resolution and further authorizes the Superintendent to sign and thereby execute said Agreement on behalf of the Board and District.

Unanimously carried.

Motion was made by Mr. van Swol, seconded by Mrs. Joyce-Turner to accept the resignation as summer school teacher from Christina Hawkins.

Unanimously carried.

Motion was made by Mr. van Swol, seconded by Mrs. Joyce-Turner to appoint, upon the recommendation of Superintendent Hilton the following summer school personnel effective July 5, 2011:

Teacher: Michele Brockner\$43.00 per hourTeacher Assistant: Kathy Hector\$18.79 per hourTeacher Aide: Casey Ross\$16.41 per hour

Unanimously carried.

Motion was made by Mr. van Swol, seconded by Mrs. Joyce-Turner that the Board of Education authorizes the Board President and Superintendent of Schools to execute the attached Memorandum of Agreement (MOA) by and between the Sullivan West Central School District and the Western Sullivan United Teachers to unilaterally create a Teacher on Special Assignment (TOSA) position for the 2011-2012 school year, specifically a High School Disciplinary Officer TOSA (File #062311-06). Unanimously carried.

Motion was made by Mr. van Swol, seconded by Mrs. Joyce-Turner that the Board of Education authorizes the Board President and Superintendent of School to execute the attached Memorandum of Agreement (MOA) by and between the Sullivan West Central School District and the Western Sullivan United Teachers authorizing teacher Meg Armstrong to serve as Head Teacher for the 2011 Summer Reading Clinic. (File #062311-07) Unanimously carried.

Motion was made by Mr. van Swol, seconded by Mrs. Joyce-Turner that the Board of Education authorizes the Board President and Superintendent of School to execute the attached Memorandum of Agreement (MOA) by and between the Sullivan West Central School District and the Western Sullivan United Teachers authorizing the position of õElementary Literacy Coachö to become part of the SWUT bargaining unit and included within the Agreement Recognition Clause. (File 062311-08) Unanimously carried.

Sign MOA Literacy Coach.

Armstrong

Sign MOA

Summer

Reading

Clinic-M.

Motion was made by Mr. van Swol, seconded by Mrs. Joyce-Turner to appoint, upon the recommendation of Superintendent Hilton, the following Mentor-Intern Committee for the 2010-2011 school year:

Dawn Hauschild Chairperson \$750.00

Grant leave of absence appoint as a remedial reading teacher ó L. Schaefer.

Resignation C. Hawkins Summer Sch

Appoint summer school personnel.

Sign MOA TOSA

Appoint

Mentor/

Intern

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Carol Kehrley, Anne Knack, Sui-Ling Ruiz Unanimously carried.

Members

\$350.00 each

Committee

Motion was made by Mr. van Swol, seconded by Mrs. Joyce-Turner to grant, upon the recommendation of Superintendent Hilton, a one year leave of absence (2011-2012 school year) for Rick Ellison as the Assistant Varsity Boysø Soccer coach.

Grant leave R. Ellison-B. soccer.

Unanimously carried.

Motion was made by Mr. van Swol, seconded by Mrs. Joyce-Turner to accept the following resignations effective immediately:

Accept resignations.

George Rose Varsity GirlsøCross Country Jonah LaGrutta Head Modified Football JJ Smyth Norman Bauer Assistant Varsity Football Modified Cross Country Mark Shirdon Assistant Girlsø Soccer Tara Brey Varsity Football Cheerleading Nina Verderber Varsity Football Cheerleading Kim Weyant **Assistant Cross Country**

Jason Clark 10th Grade Advisor

Unanimously carried.

Motion was made by Mr. van Swol, seconded by Mrs. Joyce-Turner to appoint, upon the recommendation

of Superintendent Hilton the following coaching positions for the 2011-12 school year:

Appoint coaches.

Kim Weyant Varsity Boysø Cross Country \$3,009 Sara Jahrling Girlsø Modified Cross Country \$2,442 Dan Parisi Modified Football \$2,381

Unanimously carried.

Motion was made by Mr. van Swol, seconded by Mrs. Joyce-Turner to increase, upon the recommendation of Superintendent Hilton the hourly rate for **substitute food service helper** from \$7.25 to \$8.50 effective July 1, 2011.

Unanimously carried.

Unanimously carried.

Increase sub food Service help Rate.

Motion was made by Mr. van Swol, seconded by Mrs. Joyce-Turner to accept the resignation from **Carol Roberts** (food service helper) effective May 31, 2011. Unanimously carried.

C. Roberts-Food service

Resignation

Motion was made by Mr. van Swol, seconded by Mrs. Joyce-Turner to create, upon the recommendation of Superintendent Hilton, two (2) temporary cleaner positions for the months of July and August 2011 at a rate of \$10.00 per hour; personnel to be hired off the current 2011-12 substitute personnel list. Unanimously carried.

Appoint substitutes.

Create

temporary

Cleaners.

Motion was made by Mr. van Swol, seconded by Mrs. Joyce-Turner to appoint, upon the recommendation of Superintendent Hilton the additional substitute personnel for the 2011-12 school year:

Substitute Maintenance Supervisor: Tom Mall Substitute Maintenance Mechanic: Tom Mall

Substitute Cleaners: Masako Tyler; Rebecca Nevins-Gale; Martin Meyers; Ed Erdmann; April White Unanimously carried.

Motion was made by Mr. van Swol, seconded by Mrs. Joyce-Turner to approve the CSE report as recommended by the Chairperson of the Committee on Special Education. Unanimously carried.

Approve CSE report.

Motion was made by Mr. van Swol, seconded by Mrs. Joyce-Turner to appoint, upon the recommendation of Superintendent Hilton the additional substitute personnel for the 2010-11 school year: Food Service Helper: Janet Houghtaling

substitute personnel.

Appoint

Motion was made by Mrs. Joyce-Turner, seconded by Mr. Cohen to adjourn the meeting at 10:10 PM. Unanimously carried.

Adjourn.

Respectfully submitted,

Margaret L. Luty District Clerk