

**NORTH SALEM CENTRAL SCHOOL DISTRICT
NORTH SALEM, NY 10560**

**BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
Wednesday, September 7, 2005**

A Regular Meeting of the Board of Education of the North Salem Central School District of North Salem, New York, was held on Wednesday, September 7, 2005, in the North Salem Middle School Cafeteria. There being a quorum present, the meeting was called to order at 7:06 p.m. by Ms. Palma.

Board

Members:

Douglas
Giamundo
Hart
Hershman
Martell
O'Meara
Palma

Present:

Ms. Carla Palma, President
Ms. Alison Hublard Hershman,
Vice President
Ms. Lisa Douglas
Mr. Paul Giamundo
Ms. Norma Hart
Ms. Marie L. Martell
Mr. John O'Meara*

*Left at 11:30 p.m.

Also Present:

Dr. Peter R. Litchka, Superintendent of Schools
Dr. Michael Courtney, Assistant Superintendent
for Curriculum and Personnel
Ms. MaryJo Hauser, Assistant Superintendent for
Pupil Personnel Services
Ms. Sylvia Fassler-Wallach, Director of Finance
Community members-approximately ten (10)

Executive Session:

At 7:07 p.m. on motion by Ms. Douglas, seconded by Mr. O'Meara and carried 7-0, the Board entered executive session for the purpose of discussing personnel and legal matters. Ms. Hublard Hershman was appointed Clerk *Pro Tem* for this Executive Session.

Reconvene to Public Session:

At 8:21 p.m. on a motion by Ms. Hart, seconded by Ms. Martell and carried 7-0, the Board reconvened to public session.

Pledge of Allegiance:

After the Pledge of Allegiance, Ms. Palma welcomed all present.

Ms. Palma stated that we would like to start this meeting with a moment of silence to recognize the individuals that have had to go through the terrible tragedy of the hurricane and also to recognize those individuals that appear to be lost. We wish their families well.

Comments:

There were some questions raised by the community members present at the meeting with regard to the status of the turf fields. They were wondering if there is anything that the town people can do; what is being looked into; and how are we going to move forward with it.

Ms. Palma stated that at the last June meeting, it was decided to put together a sub-committee of the Board. The members on this committee would include Mr. O'Meara, Mr. Giamundo, and Ms. Palma.

The Board had some questions, the goal was to get together over the summer and resolve a lot of those items, but several other things were going on so they did not have a chance to get to it. Ms. Palma stated that they appreciate all the work that the people that worked on the committee did. The recommendations were laid out beautifully.

Comments:
(continued)

There were some questions that came up; they needed to talk about how we are going to put together a process in order to ask the right questions and put a framework together for moving the process on. This is something that they will be working on over the next four weeks. Mr. O'Meara commented that on November 2nd the committee is scheduled to come back to the Board with a recommended action. The work will continue from now until the November 2nd meeting.

Acceptance of Minutes:

On a motion made by Ms. Hublard Hershman, seconded by Mr. O'Meara and carried 7-0, the Board accepted the Minutes of June 1, 2005 (as amended); July 5, 2005 (as amended); July 25, 2005 and August 9, 2005.

President's Report:

Ms. Palma commented on the following topics:
-The Board took a tour of the two buildings, PQ and the Middle/High School and all went well. She stated that the facilities look outstanding this year. Thank you to everyone.
-The Booster Club has invited the Board to have participation in the booster meetings this year. If anyone would like to act as the Board representative, please let her know. Let the record reflect that Mr. Giamundo volunteered to take on this role.
-Ms. Palma asked Dr. Litchka to check as to whether or not the Board has ever joined NYSBA in the past.
-Ms. Palma then spoke about the updated committee lists. She recommended that the committees get together to work on their mission approach to be discussed at the early October meeting, at which time we will look for community participation.

Board Member Reports:

Ms. Hart wanted to make a comment that in looking through the web, the Math Olympiad Program at PQ placed in the top 20% and she wanted to congratulate the school. She also added that we had students who scored in the top 2%.
In addition, Ms. Hart commented on the wonderful job that the guidance department did in compiling the *Guidance Handbook*.
Ms. Hart asked for an amended/updated accepted colleges list. She noted that they were looking for a list of accepted colleges not ones applied to.
Ms. Douglas stated that the Audit Committee will be meeting next Wednesday @ 9:00 a.m.

Superintendent's Report:

Dr. Litchka asked Leigh Smadbeck for an opening of school report. There is not too much to say, the first day went very smooth. She thanked the PTO for all their hard work in getting the Senior Lounge ready. Leigh mentioned that Mr. DiGaetano, advisor for the National Honor Society, is getting the students involved in consideration of an event to raise monies for Katrina relief. She asked the Board for any suggestions on a way to raised money. Ms. Palma suggested a "walk-a-thon" might be a good option. This has been done in the past and has been very successful.

Superintendent's Report:
(continued)

Ms. Hublard Hershman mentioned that there is already a plan in the making for a "walk-a-thon" for October 15th. The Angels Foundation is raising money in part for scholarships and also for the awareness of abusive relationships. Pequenakonck is starting a fundraiser for Katrina relief efforts; perhaps the two schools can pool their monies and get a company to match the amount collected. Ms. Hublard Hershman suggested that Leigh contact Ms. Reiner and see if that is a direction that they would want to go and if so, perhaps we could do this as a District.

Dr. Litchka started his report by noting that our flags will fly at half-mast for the next twenty days, beginning tomorrow, in honor of Chief Justice William Rehnquist.

Dr. Litchka stated that we had a very successful opening to the new school year. The speaker, Marcia Tate, was wonderful. Thank you to Michael and the professional development team. Michael is working on compiling a report of the feedback given through the survey remarks.

Mr. Giamundo commented that he was in attendance to hear Marcia Tate and that in his opinion she is a "terrific speaker." He also had the opportunity to attend the teacher session and said that there was much enthusiasm amongst the teachers; they were inspired by her.

Dr. Litchka noted that he attended the first meeting of the Pequenakonck Elementary School PTO; there were approximately 89 parents in attendance.

Dr. Litchka gave a brief overview of the breakdown of our enrollment numbers for the opening of the school year for both Pequenakonck Elementary School and the Middle/High School. He stated that our enrollment at Pequenakonck Elementary School is currently at 609, which is minus twelve from last year on BEDS day. Current enrollment at the middle school level is at 320, which is plus one from last year. The high school currently has enrolled 429 students, which is an increase of nine over last year. In review, our total enrollment for the district is currently at 1358; at the end of last year we had 1360 students on BEDS day. There does not appear to be any big shifts in enrollment from last year.

Presentations:

Block Scheduling Update - *Dr. Peter R. Litchka*

Dr. Litchka had previously distributed an update on Block Scheduling to the Board in their packets. There will be a general forum on Block Scheduling at the October 6th Board meeting. Dr. Litchka and Dr. Cyganovich will be organizing two (2) parent meetings on block scheduling, one for middle school parents and one for high school parents. Dr. Cyganovich and her staff will also be planning student forums sometime in September/October to explain to the students what block scheduling is and what it might look in North Salem. Ms. Palma suggested that perhaps fourth and fifth grade parents should be invited to the middle school forum. Dr. Litchka stated that his recommendation would be to hopefully have a decision made by the middle of November; and if it works out that we are to move forward, then we can begin working on some of the scheduling.

Presentations:
(continued)

Communications Plan - Dr. Peter R. Litchka

Dr. Litchka asked the Board whether or not they had any feedback or suggestions relative to the communications plan that he provided to them in the summer.

He stated that it was decided to have a District Communications Committee made up of the Superintendent, members of the Superintendent's Cabinet, an administrator, a parent, staff and community members; which would meet four (4) times a year. It was also decided that there should be a formal communications committee at each school. Each of these committees would be made up of an administrator, a parent, and a teacher. This group is scheduled to meet for lunch on Friday. The purpose of this lunch meeting is to allow for introductions, as well provide a kick-off activity to the Communications Committee. Basically, the goals would be to improve our communication, improve our public relations, and formalize a lot of what it is we are trying to accomplish.

A question arose with regard to the two different committees named - communications and public relations. It was then determined that instead of two different committees, we would have one committee and it would be renamed as a Communications Citizens' Advisory Committee.

Educational Master Plan/Strategic Planning - Dr. Peter R. Litchka

Dr. Litchka stated that one of the things that we talked about last year was the need to have a plan or a journey of where we want to go; how we want to get there and how will we know when we get there. All of these questions are centered on the philosophy of excellence. One of Dr. Litchka's goals that he is suggesting for this year is that we get involved in developing a comprehensive master plan for our educational/instructional program.

Dr. Litchka's presentation for this evening is entitled "Pointing to Excellence 2006-2011." The Board previously received the written part of this plan.

Dr. Litchka noted that this evening he would be presenting an overview of the plan. The purpose is to develop a five-year educational master plan which is aligned to our vision, our mission, our beliefs, and goals and includes standards of excellence, as well as indicators of excellence and the strategies to support this excellence. Three core questions that we need to answer are:

What type of educational system do we want for our K-12 children? How do we want to provide this type of education? How do we know when we have achieved such excellence? At the conclusion of his presentation, Dr. Litchka opened up the floor for any questions and/or concerns. Following the question and answer period, he stated that his suggestion would be for the meetings to occur two times a month, each meeting would last for a full-day (seven hour) block of time. After some discussion with regard to the time for the meetings, day or evening, etc., Ms. Palma stated she thought that it was a fabulous idea and she applauded this initiative. The Board did not feel it necessary to put to a vote...no poll was needed. There does not seem to be any descent, sounds like a wonderful plan. Dr. Litchka was given the okay to go ahead with the plan as presented.

At 10:00 p.m., the Board took a five-minute recess, after which time the meeting immediately reconvened.

Discussion Items:

Organizational Chart

The Board took some time to review the organizational chart that had previously been provided to them. Dr. Litchka asked if anyone had any questions or concerns. Dr. Litchka stated that the Board would be provided with some job descriptions by January 15th, at least starting at the Superintendent's level and getting a first wave established with regard to who does what and who reports to whom, as well as the evaluations process involved. There being some question with regard to if anyone other than the Internal Claims Auditor, reports directly to the Board, it was suggested that we check with legal counsel to insure we are in accordance with legal requirements. After some discussion, there were adjustments made to the chart. It was suggested that a further breakdown be made by department and title, every staff position should have a box within the organizational chart.

Proposed Bylaw Amendments and Resolutions - NYSSBA

Ms. Martell led the discussion of the proposed bylaw amendments and resolutions, and the recommendations of the New York State School Boards Association. Each individual item was discussed in the Proposed Bylaw Amendments and Resolutions.

Bylaw Amendment Recommended for Adoption by NYSSBA

A. Article 2. Schedule of Membership Dues -The Board was polled and unanimously agree to support Article 2.

Resolution(s) Recommended for Adoption by NYSSBA

The Board voted in agreement with NYSSBA with #s 1, 2, 3, 4, 5, and 6 as listed below.

1. Special Act School Districts
2. Legal Challenge to the No Child Left Behind Act
3. Alternative Assessments for State Learning Standards
4. Full Reimbursement for Approved Preschool Handicapped Programs
5. Full Funding of State Mandates
6. Three-year Probationary Period

Resolution(s) Not Recommended for Adoption by NYSSBA

The Board voted in agreement with NYSSBA not to recommend #s 7, 12, 13, 14, 15, 16, 17, and 18 as listed below.

7. Delay Annual School Budget Vote
12. Compensation for Unfunded State Mandates
13. Eliminate Unfunded Mandates in the IDEA
14. Health Insurance for Board Members
15. Establishment of Fund Balance for Emergency Facilities Repair
16. Use of 3020-a Hearing Officers' Decisions as Binding Precedent
17. Tenured Teachers Subject to Disciplinary Procedures
18. Time Limit on 3020-a Proceedings

Discussion Items:
(continued)

Proposed Bylaw Amendments and Resolutions - NYSSBA (continued)

The Board voted in disagreement with NYSSBA and agreed with #s 8, 9, 10, and 11 as listed below.

8. Carbon Monoxide Detectors in Schools

9. Possession of Marijuana on School Grounds (resulting in penalization if caught selling marijuana on school premises)

10. Mandatory Electronic Monitoring of Convicted Sex Offenders

The Board was polled, the vote rendered 5-2 in favor to recommend #10. Ms. Hart and Mr. O'Meara voted in agreement with NYSSBA not to recommend #10.

11. Creation of a Predator-Free Zone

Action Items:

Substitute Aides/Clerical Compensation

After a brief overview of the substitute aides/clerical compensation information provided to the Board, the following action was taken.

On a motion by Ms. Hublard Hershman, seconded by Mr. O'Meara and carried 7-0, the Board voted to amend the Agenda to include the following resolution:

RESOLVED, that the Board of Education adopt the rates for Substitute Aides and Substitute clerical in accordance with the following:

Substitute Aides

05/06 \$ 9.50 per hour

06/07 \$11.00 per hour

Substitute Clerical

05/06 \$10.25 per hour

06/07 to be determined

Consent Agenda

On a motion by Ms. Hublard Hershman, seconded by Mr. O'Meara and carried 7-0, the Board approved the Consent Agenda as stated, in accordance with the following:

Appointments

Administrative

Kenneth M. Waldron, Sr., probationary provisional Civil Service appointment as Director of School Facilities, Operations, Maintenance, and Transportation, effective September 19, 2005

Student Teachers

Karen Corbin, emergency conditional appointment, student teacher, Pequenakonck Elementary School, effective September 7, 2005

Jacqueline Mongello, emergency conditional appointment, student teacher, Pequenakonck Elementary School, effective September 7, 2005

Non-Instructional

Tunisha G. Thomas, emergency conditional probationary appointment, teacher aide, CSEA Contract, Step 1, effective September 1, 2005

Eileen Diehl, teacher aide, increase in hours from 3.25 hours per day (1.0 FTE) to 7.75 hours per day, in order to fulfill recommendations of CSE, effective September 1, 2005

Alyssa B. Akroyd, emergency conditional probationary appointment, full-time teacher aide (replacing Carolyn Smith who resigned effective June 30, 2005), CSEA Contract, Step 1, effective September 1, 2005

Action items:
(continued)

Non-Instructional (continued)

Patrick O'Connor, bus driver, four (4) hours per day, Bus Driver Contract Schedule, Step P, effective September 7, 2005

Wendy Collins, emergency conditional probationary appointment, bus attendant, four (4) hours per day, Bus Attendant Compensation Schedule, Step 1, effective September 7, 2005

Brian Sperry, probationary appointment, Driver/Maintenance/laborer, (replacing Joseph Senatore who was promoted to Head Bus Driver, effective August 18, 2005), at an annual salary of \$41,283.00 (pro-rated), effective September 8, 2005

Coaching/Advisors

Varsity Tennis (B) - Alain Sasson

Varsity Tennis (G) - Alain Sasson

JV Field Hockey - Lifon Huynh* (see below)

Varsity Volleyball - Cara Convery

JV Baseball - Louis Grasso

JV Lacrosse (B) - Brendan Curran

Modified Softball - Kim Conte

Varsity Cross Country Coach - Rob Gilcrist

JV Girls Soccer Coach - Greg Blake

Varsity Baseball Coach - Greg Blake

Project S.T.A.N.D. - Teresa Dzubak

*Lifon Huynh, emergency conditional appointment, JV Field Hockey Coach, effective September 1, 2005

Recision

Non-Instructional

John Mecca, emergency conditional probationary appointment as Teacher Aide, per CSEA contract at Step 1, \$11.92 per hour, effective September 1, 2005

Ms. Martell commented that it was nice to see that the District promotes from within. Congratulations to Joe Senatore and Brian Sperry.

Resignations

Non-Instructional

Kathleen Kendall, bus driver, effective at the close of business on August 30, 2005

Approval of the Recommendations of the CSE/CPSE

On a motion by Ms. Hublard Hershman, seconded by Ms. Martell and carried 7-0, the Board approved the recommendations of the CSE/CPSE.

Acceptance of the Treasurer's Reports and the Extra-classroom Activity Reports of June 2005

On a motion by Ms. Hublard Hershman, seconded by Mr. O'Meara and carried 7-0, the Board accepted the Treasurer's Reports and the Extra-classroom Reports of June 2005 as presented, with a notation to follow-up in order to get clarification on the following items:

--monies distributed to a previous administrative employee

--explanation on four specific checks that had been issued

Action Items:

(continued)

(Copy of Tax Warrants for the Towns of Carmel and Southeast attached.)

Approval of the Tax Warrants for the Towns of Carmel and Southeast

On a motion made by Ms. Hublard Hershman, seconded by Mr. O'Meara and carried 7-0, the Board approved the tax warrants for the Towns of Carmel and Southeast as attached.

Adoption of Non-resident Tuition Rates (in accordance with the 2004-05 schedule until January 2006 when new rates are adopted)

On a motion made by Ms. Hublard Hershman, seconded by Mr. O'Meara and carried 7-0, the Board adopted the non-resident tuition rates in accordance with the following:

Kindergarten-6	\$14,414.00
Grades 7-12	\$16,999.00

Approval of the Transfer of Funds

On a motion made by Ms. Hublard Hershman, seconded by Mr. O'Meara and carried 7-0, the Board approved the transfer of funds as listed:

<u>Account to Decrease</u>	<u>Amount</u>	<u>Account to Increase</u>	<u>Amount</u>
Teacher's Retirement		Worker's Compensation	
A9020.820-90-0000	\$6,170.00	A9040.840-90-0000	\$6,170.00
Total	<u>\$6,170.00</u>		<u>\$6,170.00</u>
Transportation		Salaries	
F1200.400-00-0000	531.15	F1200.160-00-0000	\$1,032.50
Conference Salary			
F1200.162-00-0000			
Total	<u>\$1,032.50</u>		<u>\$1,032.50</u>

2003-2004 Taxes Receivable

On a motion made by Ms. Hublard Hershman, seconded by Mr. O'Meara and carried 7-0, the Board approved the recommendation to eliminate both the receivable and the allowance in the amount of \$112,469

Mr. O'Meara left at 11:30 p.m.

Comments on Items not on the Agenda:

None were made at this time.

Old Business:

Ms. Martell brought up the following:

She asked what the status was with regard to the tax certiorari discrepancies; Ms. Fassler-Wallach responded that the auditors have reconciled all of our fund balances.

At our meeting on July 5th it was requested that the Board receive the financial statements with regard to all compensatory grants and how the monies have been dispersed, along with the anticipated expenditures of said monies. To date this information has not been received.

Ms. Hauser responded that the new grants have been applied for but to date we have not received approval. She explained that the grants closed out at the end of August and we have until the end of September to apply for them. After the grants have been awarded, then we amend them to carry over the 2004-05 monies into the 2005-06 budget.

Old Business:
(continued)

Ms. Douglas inquired as to where we are with regard to the D.A.R.E. program. Are we participating in the program this year or not? Ms. Douglas asked that the Board to consider putting D.A.R.E. into effect this year. A question was raised as to whether or not the program was beneficial. This question was going to be posed to Ms. Roberta Reiner. This item will be added to the Agenda for the first meeting of the Curriculum Committee for discussion. Then a report will be given to the Board.

New Business:

Ms. Douglas brought up the fact that there has been some question with regard to one of our students wrestling at John Jay as an independent wrestler. She stated that in 2001 the District established a shared wrestling program with Brewster, thereby setting precedence.

Ms. Hart expressed her concerns regarding the scores on our exams, in particular the 11th grade Science and the 10th grade Math, and asked for an analysis of the information. A request was made for the respective department chairs to attend a Board meeting in order to explain their interpretation of what happened. Why did the students score so poorly and what can we do to address this issue for the upcoming school year? Was it the test?

Mr. Giamundo made an inquiry as to how the rising costs of oil and gasoline will affect what has previously been budgeted for such expenses.

Some discussion ensued with regard to the topic of goals for the superintendent and administrators and whether or not this was an item to be brought up in executive session or public session. Ms. Palma stated that this discussion should be initiated in executive session; from there it would be presented in public session to be accepted. Mr. Giamundo stated that he was going to contact Mr. Robert Freeman for his interpretation of "personnel" in order to determine the proper place for this discussion to occur. After a rather lengthy discussion, it was decided that the Board would come back and take a vote at the September 14th meeting so as to determine whether to initiate the discussion of goals in public or executive session.

Consideration of Executive Session II:

On a motion by Ms. Hart, seconded by Ms. Hublard Hershman and carried 6-0, the Board moved to enter Executive Session for the purpose of discussing specific personnel matters. Ms. Hublard Hershman was appointed Clerk *Pro Tem* for this Executive Session.

Reconvene to Public Session:

On a motion by Ms. Hart, seconded by Ms. Martell and carried 6-0, the Board made a motion to adjourn executive session and reconvene to public session.

Adjournment:

Seeing no further business, on a motion by Ms. Hart, seconded by Ms. Martell and carried 6-0, the meeting was adjourned at 12:30 a.m.

Respectfully submitted,

