

NORTH SALEM CENTRAL SCHOOL DISTRICT
NORTH SALEM, NY 10560
www.northsalem.k12.ny.us

BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
WEDNESDAY, JANUARY 25, 2006
(Rescheduled from Wednesday, January 18, 2006)

A regular meeting of the Board of Education of the North Salem Central School District was held on Wednesday, January 25, 2006. The meeting was called to order at 7:00 p.m. in the Middle School Cafeteria by President Carla Palma.

Board members present at this time:

Carla Palma, President
Alison Hublard-Hershman, Vice President
Marie Martell, Trustee
Norma Hart, Trustee
Lisa Douglas, Trustee
Paul Giamundo, Trustee
John O'Meara, Trustee

Also Present:

Peter R. Litchka, Superintendent
Sylvia Fassler-Wallach, Director of Finance
MaryJo Hauser, Assistant Superintendent, Pupil Personnel Services
Ken Waldron, Director of School Facilities, Operations, Maintenance & Transportation
Christopher DosSantos, Student Representative, Board of Education
Leigh Smadbeck, Student Representative, Board of Education

Executive Session

A motion was made at 7:08 p.m. by Allison Hublard-Hershman, seconded by Lisa Douglas and carried to enter into Executive Session. Ms. Fassler-Wallach was appointed Clerk Pro-Tem for this Executive Session.

At 8:20 a motion was made by Allison Hublard-Hershman, seconded by Norma Hart, and carried to adjourn Executive Session and reconvene to Public Session in the Middle School cafeteria.

PLEDGE OF ALLEGIANCE

After the Pledge, Board President Carla Palma welcomed all present.

ACTION PERTAINING TO EXECUTIVE SESSION

None at this time.

COMMENTS ON AGENDA ITEMS

None at this time.

STUDENT REPORTS

Student representative Christopher DosSantos reported that the Middle School Drama Club's upcoming production, *The Lion, The Witch, and the Wardrobe* is under way. Christopher also mentioned that there was an extremely high level of cooperation last week during the storms and subsequent school closings. He reported that the principals did a great job pulling everything together and guiding the students. He felt that the exam schedule went very smoothly considering all the problems in the building.

Student representative Leigh Smadbeck reported that the Winter Ball was a success and a small profit was made. The North Salem Booster Club hosted the annual basketball tournament. She reported that the turnout was great and so were the games. Leigh also reported that the seniors are in the process of exploring different internships that will be available to them through the OPTIONS program, and that the Spring is a very exciting time for the students participating in this program.

PRESIDENT'S REPORT

Carla Palma has asked that the Board take the time at this meeting to listen to updates from committee liaisons. Mrs. Palma feels it is necessary to have a clearer understanding of the status of all the committees so that potential budgetary implications can be indicated.

BOARD MEMBER REPORTS

Norma Hart reported on the Policy Committee and the Attendance Policy Committee. She provided clarification that all proposed policies require three readings to the Board of Education before being adopted. At this time, she does not foresee any budgetary implications from this committee. However, she does feel that actions from the Attendance Policy Committee will have budgetary implications. Mrs. Hart explained that we currently

have two separate software systems that record attendance. Chancery/SMS which is used for inputting daily attendance; and WinSchool which has Grade Book. This is the program that teachers use to record attendance for their classes. Period by period attendance is found here, and class cuts are input into this system. It is necessary for someone to literally look through both programs in order to determine if a student is absent from school for the entire day, or left early, went home sick, or cut a class. It is easy to see why sometimes parents get report cards home that have inaccurate attendance information on them. It is clear that we need to update and consolidate the attendance reporting system and this will, most likely, have some budgetary implications.

District Wellness

Dr. Litchka reported that the District Health, Safety and Wellness Committee is suggesting forming a sub-committee, with input from parents, students, teachers and administrators relative to specific issues, namely our cafeteria, food service, as well as vending machine offerings, and items sold at our various athletic events. It was mentioned that we are required to have a policy in place by June, 2006, or by the first day of school for students in September, 2006.

Full-Day Kindergarten

Recognizing the possible future state mandate that all public schools offer full-day kindergarten, Dr. Litchka assured the Board that North Salem has the staff and space to begin full-day kindergarten for the upcoming school year. He also informed the Board that he and Sylvia Fassler-Wallach have determined that the state is offering districts one-time only, that North Salem would be eligible for \$40,000 in aide, to cover start-up costs for full-day kindergarten programs.

Long-Term Strategic Planning

Mrs. Palma reported that she has heard community members who are involved with our long term planning committees express concerns with the reporting structure of the various strategic planning committees, and confusion as to how all of the different plans will be pulled together. Mrs. Palma indicated that Dr. Courtney will be responsible for making sure all the function areas and reporting areas are brought together to avoid overlapping, as well as assuring that everyone's input from all committees is heard..

District Safety Team

Mrs. Martell reported that the District Safety Team has met. There are several things that are being discussed that will certainly have budgetary implications. For instance, the Crisis Procedure Manual, strategic organizational charts for future crisis situations, as well as security cameras. The District Safety Team is meeting regularly to discuss these topics in greater detail.

BOE Curriculum Committee

Mrs. Martell reported that at their last meeting, Jennifer Wilson and Dr. Courtney updated the committee on video-conferencing, new software, new servers and training. Dr. Courtney also provided an overview of virtual high school and its potential. These topics will be presented to the Board at a future meeting.

Finance and Middle School

Mrs. Hublard-Hershman reported on both committees. They have met and discussed updating and revising the middle school philosophy and Best Practices. Also, the Finance CAC has met to discuss cost per pupil, state aid, etc. and will be submitting summary findings to the Board.

June Road Project/Turf Fields

Mr. Giamundo reported that the committee has met several times since first discussing the plan. They have reviewed the Koch report with reference to site designs, walked the proposed fields, and solicited information on turf fields. The committee has reported back to the Board and listened to their concerns. The Board has made suggestions for modifications to the plan. Mr. Giamundo ended by saying that he is currently reviewing the issue of the scoreboard donation.

Communications Committee

Dr. Litchka reported that the committee met in December and is meeting again in February. He indicated that there are some issues being discussed that will have budgetary impact. Mrs. Palma stated that the district should be looking into alternative plans regarding communications in preparation for future crises.

Foundation for Learning

Mrs. Martell reported that the Foundation will be having a 10 –year Anniversary Celebration. The Foundation is meeting and plans are underway. Mrs. Palma stated that it would be nice to have the Foundation report back to the Board to inform them of the many accomplishments of the Foundation for Learning, and the money that has been raised.

At this point, Mr. O’Meara stated that Dr. Courtney will have a report on the Technology Long Term Planning committee.

Mrs. Palma suggested that the Finance Committee make a recommendation for a new internal auditor.

SUPERINTENDENT’S REPORT

Dr. Peter Litchka

- Dr. Litchka introduced Ken Waldron who gave the Board an overview of what occurred during the recent power outage and resulting building issues. If North Salem has been designated as a shelter area during a natural disaster, we may be entitled to receive grant money. If that were the case, Ken proposed we consider the possibility of purchasing a small generator that would prevent the recurrence of what just happened. Ken also suggested upgrading the windows in the building with better insulation. Ken also suggested purchasing a “walkie-talkie” system which would provide better communications during future emergencies. Ken estimated the loss to the District to be approximately \$50,000 – 60,000. Mrs. Palma and Dr. Litchka thanked Ken for his obvious leadership and dedication and congratulated him for a job well done during this difficult time.
- Dr. Litchka commended all those involved, the teachers, custodians and principals for all the adjustments that had to be made during this time. Dr. Litchka felt that this happened because of the excellent communication and cooperation. Dr. Litchka asked Dr. Courtney to update the Board on the exam schedule. Dr. Courtney provided the Board with the schedule that was followed for all exams and review sessions, including middle school ELA testing and high school regents exams.
- Dr. Litchka reviewed the snow emergency days. North Salem has three days built into its calendar. Students need to attend school 180 days. NYSED allows districts to use two superintendent conference days as instructional days, if necessary. We have used four days so

far. He will update this information as necessary and will post it on our website.

PRESENTATIONS

NEW MATH SEQUENCE/PSAT AND SAT PREPARATION

Mrs. Mary Lou Giannetto, Chairperson, Math Department

This report was prompted by Mrs. Giannetto receiving inquiries from both parents of middle school students and middle school math teachers. The changes to the math curriculum have to begin with the middle school curriculum. To begin with, all the 6th graders are going to be moving to 7th grade. 7th grade will be heterogeneously mixed, there will no longer be an accelerated math for 7th graders. They will be mixed and will be doing all interdisciplinary work through 7th grade. Once they get to 8th grade, accelerated math classes will be available. For instance, if we have 4 sections of math, perhaps two will be regular math classes, and two will be accelerated classes. With this plan, by the time students get to high school, we will be able to have regular sections of math, accelerated math, and a “true” honors/enrichment math. Discussion around AP course offerings, OPTIONS program, math labs, staffing requirements, etc. The Board was provided with a flow chart that shows how each current grade level is affected by the changes in the math curriculum and state standards. Mrs. Giannetto is extremely optimistic about the new curriculum and feels that getting away from Math A and B will provide more students with more in-depth study of algebra, geometry and trigonometry, thus more mastery for the students in North Salem.

Mrs. Martell stated that parents have expressed concerns that perhaps some of our students are not as well prepared as they should be for SATs. This is based on those students that have taken the PSATs. Mrs. Giannetto had information from Grace Carnevali, Chairperson of the Guidance Department. Mrs. Carnevali reported that on the October, 2000 PSAT math scores, of the 10th and 11th graders taking the exam, only 1 student scored lower than 40. Most students scored between 60 and 80, 80 being the highest possible score. The students that scored very low are classified students and those students get an additional year of math before taking SATs.

LONG- RANGE STRATEGIC PLANNING COMMITTEE UPDATE

Dr. Michael Courtney, Assistant Superintendent, Curriculum & Personnel

Dr. Courtney stated the purpose of this committee is to develop a 5-year strategic plan across all functional areas. The functional areas would encompass: transportation, facilities, food services, capital improvements, finance, human resources, technology and communications, instructional curriculum, pupil personnel services and special education. The annual planning calendar would be from January to December. Communication is continuous through this process via the website and public forums. Every long-range plan will have a template which should be completed by November, with the final draft being adopted by the Board in January. The Board will be briefed throughout the process. The Board was provided with a flow chart that enabled Dr. Courtney to discuss in further detail.

DISCUSSION ITEMS

- A. Policy Reading #9170 – First reading of Proposed Policy #9170 Meals and Refreshments. No comments.
- B. Policy Reading #3500 – First reading of Proposed Policy #3500 Credit Cards. Comment – by Mrs. Martell - no legal requirement for this policy.
- C. Policy Reading #5151 and #5151-R – First reading of Proposed Policy #5151, Homeless Children and #5151-R, Homeless Children Regulation. No comments.
- D. Policy Reading #6150 – Second reading of Proposed Policy #6150, Budget Transfers. No comments.
- E. Policy Reading #3490 – Third and final reading of Proposed Policy #3490, Use of Cellular Telephones. Motion made by Marie Martell, seconded by Norma Hart and carried to adopt Proposed Policy #3490, Use of Cellular Telephones.

ACTION ITEMS

Consent Agenda

Mrs. Palma asked for a motion to approve the Consent Agenda dated January 18th. Motion was made by Alison Hublard-Hershman, seconded by John O’Meara, and carried 7-0. Discussion – Mrs. Douglas requests that the Board table the approval of the Resolution with Capital Computer Associates. Mrs. Palma asked if the reason was so that Mrs. Douglas, who was not present at the last meeting would have the opportunity to review. Mrs. Douglas concurred. Mrs. Palma asked for an amendment to the

motion, seconded and carried to table the approval of the Resolution with Capital Computer Associates until the next meeting.

PERSONNEL RECOMMENDATIONS – CERTIFIED PERSONNEL

Appointments

Marcia Rudolf, substitute teacher, effective January 19, 2006

Jay Jazayeri, AIS support – Math A, per stipend schedule

Lawrence Petriccione, substitute teacher, effective January 19, 2006

CLASSIFIED PERSONNEL

Resignations

Christian Greifenstein, resignation from the position as a bus driver, effective at the close of business on January 9, 2006, for the purpose of retirement.

Terminations

Randy Mead, bus driver, effective January 9, 2006

NON-CONTRACTED PERSONNEL

Appointments

Jennifer Pihota, coach, girls modified lacrosse, per stipend schedule

Barbara Paesano, coach, varsity cheerleading, per stipend schedule

Lawrence Petriccione, coach, boys modified lacrosse, per stipend schedule

Bridget Roszczewski, coach, modified cheerleading, per stipend schedule

ACCEPTANCE OF THE FOLLOWING:

Acceptance of Compensatory Grants for the 2005/06 school year

Acceptance of the Treasurer’s Report Activities Fund of November 2005

Recommend that the Board of Education approve the following Consent Agenda as submitted by the Superintendent of Schools:

APPROVAL OF THE FOLLOWING:

Approval of the Recommendations of the CSE/CPSE

Approval of the Disposal of Fixed Assets, as per attached list

Approval for inclusion in the curriculum – Hoot, by Carl Hiaasen, ISBN 0-375-82181-3, for use in the sixth grade reading group

Approval of the Resolution for Preliminary Authorization to a Project at the June Road Campus

Resolved, that the Board of Education hereby gives preliminary authorization to a project at the June Road campus consisting of the installation of an artificial turf playing field, and other improvements and hereby authorizes the Superintendent of Schools to retain an architect/engineer and an attorney to assist the Board of Education in determining the scope of the project, its classification under the State Environmental Quality Review Act (SEQRA), the likely cost of the project, compliance with the requirements of SEQRA applicable to the project and the preparation of a draft environmental assessment form and request for lead agency status, subject to further review by the Board of Education after completion of the draft environmental assessment form and the cost estimates.

Approval of the Resolution to enter into an agreement with Capital Computer Associates

Resolved, that the Board of Education authorizes the Superintendent to enter into an agreement with Capital Computer Associates to change financial software from Finance Manager to WinCap, effective July 1, 2006.

Discussion Item

Approval of the Resolution for Preliminary Authorization of a Project at the June Road Campus

Lengthy discussion among members of the Board with regard to the project. Most questions revolve around where the money will come from. Mr. Giamundo stated the tremendous amount of work the committee has done thus far and encouraged Board members to please ask for any documentation that they are missing or would like to review again. Mrs. Fassler-Wallach has been asked to present to the Board a more detailed report of the money needed for this project and where it may come from. Mrs. Palma suggested a “meeting of the minds” amongst members of the Board as to the scope of this project.

COMMENTS ON ITEMS NOT ON AGENDA

None at this time.

OLD BUSINESS

None reported.

NEW BUSINESS

Mr. Giamundo had three items:

- Possibility of having a joint meeting with the Town Board to discuss items of mutual interest. Mrs. Palma suggested that when Board members have new ideas or items for discussion they should bring them to next Board meeting, on index cards, to allow members to review and discuss placement on future agenda.
- Possibility to have Mrs. Fassler-Wallach provide an updated comparison on overtime costs. Last year to this year, month-by-month. Mrs. Palma suggested that such a report be done in anticipation of the budget process and included in the Board members' budget binders.
- Status of committee to look into medical benefits – Mrs. Fassler-Wallach reported that she is in the process of bringing together a committee to review the options with representatives from CSEA, NSTA, and NSPA.
- Brief discussion about our potential to upgrade our notification software. “Virtual backpacks” possibilities for notices home, etc.

Mrs. Palma made a motion, seconded by Alison Hublard-Hershman, and carried, to accept minutes and adjust time of Mrs. Douglas' arrival at meeting

CONSIDERATION OF EXECUTIVE SESSION

At 11:10 p.m., motion was made by Lisa Douglas, seconded by Alison Hublard-Hershman, and carried to adjourn public session and move into Executive Session for the purpose of discussing personnel. Ms. Fassler-Wallach was appointed Clerk Pro-Tem for this Executive Session.

Mr. Giamundo requested a two minute break.

At 12:50 a.m. on a motion made Allison Hublard-Hershman, seconded by Norma Hart, and carried the Board adjourned Executive Session.

