

NORTH SALEM CENTRAL SCHOOL DISTRICT
NORTH SALEM, NEW YORK
www.northsalem.k12.ny.us

BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
WEDNESDAY, MARCH 15, 2006

A regular meeting of the Board of Education of the North Salem Central School District was held on Wednesday, March 15, 2006. The meeting was called to order by President Carla Palma at 7:00 p.m.

BOARD MEMBERS PRESENT AT THIS TIME:

Carla Palma, President
Lisa Douglas, Trustee
Paul Giamundo, Trustee
Norma Hart, Trustee
Marie Martell, Trustee
John O'Meara, Trustee

BOARD MEMBERS ABSENT AT THIS TIME:

Alison Hublard-Hershman, Vice President

ALSO PRESENT:

Michael Courtney, Assistant Superintendent Curriculum and Personnel
MaryJo Hauser, Assistant Superintendent, Pupil Personnel Services
Sylvia Fassler-Wallach, Director of Finance
Patricia Cyganovich, Principal Middle/High School
Roberta Reiner, Principal, Pequenakonck Elementary School
Henry Sassone, Director of Physical Education

EXECUTIVE SESSION:

At 7:02 p.m., a motion was made by Ms. Hart, seconded by Ms. Martell, and carried to enter into Executive Session for the purpose of discussing personnel. Ms. Palma was appointed Clerk Pro Tem for this Executive Session. Mr. Jeff Kehl was present during Executive Session. At 7:50 p.m., Dr. Courtney, Ms. Fassler-Wallach, and Ms. Hauser left Executive Session.

At 8:23 p.m., a motion was made by Ms. Palma, seconded by Ms. Hublard-Hershman, and carried to adjourn the executive session and reconvene to Public Session in the middle school cafeteria.

PLEDGE OF ALLEGIANCE

After the Pledge, Ms. Palma welcomed all present.

ACTION PERTAINING TO EXECUTIVE SESSION

None at this time.

COMMENTS ON AGENDA ITEMS:

- Community member asked how the cuts in the supply budgets will affect various classes.
- Community member asked about Board of Education meeting minutes being updated on the website.

STUDENT REPORTS

Christopher DosSantos reported that PQ is celebrating Music in our Schools and Parents as Reading Partners (PARP) this month. Visiting authors are presenting their work to various grade levels. Second grade concert is scheduled for March 23. Parent/teacher conferences are March 30.

Leigh Smadbeck reported on the middle/high school. Mr. Ken Citarella, Assistant District Attorney for Westchester County, spoke to the students about Internet Safety. The spring musical, *The Boyfriend* is this weekend. Project STAND sponsored Mix-it-up-Day. Varsity and JV spring sports began March 13. The 8th grade trip to Washington, D.C. is March 22-24.

SUPERINTENDENT'S REPORT

None at this time. Dr. Litchka not present.

PRESIDENT'S REPORT

Ms. Palma reported that registration for school board elections is underway and ongoing. Deadline is May 9th. Nominating petitions are available in the District Office. Please see District Clerk or Ms. Palma. Roundtable Discussion for Board candidates is scheduled for Wednesday, March 29, 2006.

BOARD MEMBER REORTS

Mr. Giamundo reported that the fields are ready, the poles are up, and that the committee will be sure there are adequate garbage receptacles.

Ms. Martell – Middle school CAC report – Philosophy should be kid-friendly. Continuing need for communication with public. List of schools we should perhaps look at.

PRESENTATIONS

Overview/highlights of budgets

Roberta Reiner, Principal, Pequenaconck Elementary

Equipment

Majority of furniture budget is for two new kindergarten sections.

Curriculum

- Field trips for PQ, includes \$200 in scholarship money for students unable to afford cost of trip.
- Instrumental music – increase because it has been necessary to try and cannibalize parts for instruments; now have a company that can repair our instruments and keep them in working order.
- Field Day for students has changed format. This year the emphasis will be on health and nutrition, with an international flair. Stressing healthy minds, healthy bodies.
- Printing costs have remained the same.

Supplies

- Art and office supplies, mostly kindergarten.
- Language Arts supplies increased for kindergarten. May reduce items for listening centers.
- Phys ed. – increase to complete snowshoe acquisition.
- Increase in math supplies is less than what is needed for kindergarten.
- Remedial supplies remain the same.
- Instrumental music – increase in order to keep all instruments in good working order.
- Vocal music requests rhythm instruments.
- Science supplies – increases for kindergarten science kits.
- Social studies – two additional kindergartens
- Remedial reading – no increase.

- ESL – decrease shown because of less need.
- Summer school program – no increase

CORE TEXTS

- Art texts – no increase
- Language arts – increase for additional kindergarten sections; Fourth grade needs more.
- Math – Consumable texts in grades 1 & 2. Math text is 10 years old and with changing standards, may be looking into purchasing new texts.
- General music – budget decrease –
- Instrumental music – increase – student needs
- Social science – purchased Science last year; need more social science this year.

INSTRUCTIONAL SUPPORT

- Kindergarten has 3 aides on an ongoing basis. See how it goes for the first year.

LIBRARY: INSTRUCTIONAL MEDIA

- Would like digital video camera, replace CD and DVD players.
- Rebinding of irreplaceable books.
- Printing supplies
- Bulbs and batteries
- Subscription increases

PUPIL ACTIVITIES

- Clubs, after-school enrichment – Running club ran as a pilot program, would like to keep it. Did not run snowshoe program this year because of lack of snow, will keep it in for next year.

INSTRUCTIONAL MEDIA

- Goal at PQ is to allow for more access and opportunities for students with the mobile laptop cart.
- Software for PQ – Math Mysteries, mapping, science, interactive reading and writing. Would like one great program for each grade level.

BUDGET OVERVIEW AND HIGHLIGHTS

Dr. Patricia Cyganovich, MS/HS Principal

EQUIPMENT

- Furniture – reallocate computers and reconfigure labs, desks, and replacement chairs.
- Art – looking for display panels, drying racks
- Technology – Industrial Arts shop needs misc. power tools, etc.
- General music – mini-keyboards, digital cameras
- Instrumental music – expand in this code – need new instruments
- Vocal music – aging risers need to be replaced
- Science – equipment probes to connect to computers.

CURRICULUM

- Memberships for high school students and teachers – no increase
- Conferences – most comes from BOCES
- Cost for yearbook is offset by sales.
- Graduation costs for middle school and high school continue to increase. This year's high school graduation is at Caramoor.

SUPPLIES

- Answer sheets, regents books, etc. in Testing code.
- Photography supplies have increased substantially.
- Advanced art students use more expensive supplies.
- Language Arts – authentic literature, globes.
- Home and Careers – largely consumables.
- Technology – wood, other supplies.
- Computer – integration of technology to classroom – we teach technology, but have printer, toner, etc. costs.
- Instrumental music (composition) – digital, video cassettes, headphones, cables, etc.
- Instrumental music (performing) – looking for less money.
- Vocal – binders, number of pieces of music.
- Science – increase because teachers would like to build their programs implement things like video connections to measure movement, study velocity, robotics, etc.

CORE TEXTS

- English – looking to buy AP literature and two new sets of books for 6th and 7th grades
- Foreign language – continuation of French texts, also recommended AP Spanish text.
- Health – Remains the same – subscription to current health magazine.
- Math – SAT workbooks, possible new calculus book, looking for approved texts for AP courses by College Placement Board.
- Instrumental and Vocal music – want resource texts
- History – Phase in Global 1 & 2 texts; new text for Economics; new 8th grade text (current one leaves out last three presidents). Lots of activities that support reading, writing and brain based activities.

INSTRUCTIONAL SUPPORT

- BOCES instructional – supporting special programs in which we participate – Walkabout for three (3) students.
- AIS – Academic Intervention Services for all mandated tests – 6th grade, including administration of tests.

LIBRARY: INSTRUCTIONAL MEDIA

- Two DVD/VCR players, 2 overhead projectors, 2 screens.
- Conference and travel – reflects memberships
- Re-binding of older books to keep them on shelves.
- Repair copier for library.
- Books – substantial increase – need to weed out old. Provide about 1000 books.
- AV software – buy DVD's and books on tape.

ADULT EDUCATION

- Self-supporting

PUPIL ACTIVITIES

- Amnesty International ran as a pilot program this year. Would like to keep – only cost involved is stipend for advisor.
- Supply code for co-curricular activities – allows us to support musical program and better support homecoming activities.
- We host more events and need more money for chaperones. Also for overnight field trips.

- We have 52 athletic teams – propose 7 new teams, 5 have been cut out of this budget.
- Impact of adding lacrosse – moved girls soccer from Spring to Fall – frees up fields.
- We expect to have 60 students for lacrosse for next year, similar number for the boys.
- Intramural coaching stipends – no increase.
- Salaries for scrimmage officials – no increase.
- Salaries for summer work – Athletic Director’s time to organize – no increase.
- Chaperones, scorekeepers – increase. Section 1 requires that we have chaperones at home games and recommends that we have chaperones at away venues as well. Typically the number of chaperones depends on who we are playing. We are experiencing a problem with young children being dropped off and unaccompanied by adults.
- Athletic equipment – increase for lacrosse helmets, goalie equipment, pads, etc.
- Post-season allowance – for teams that move onto State level of competition. Transportation costs up to about \$3,000 for a team.
- Fees and dues for athletics – increased.
- Ice hockey merger costs increase next year. Looking at 6 lacrosse teams for next year. Will need indoor venue for first couple of weeks.
- Game supervision – chaperone and scorekeepers who are not school district employees. Modified level may need a shot clock operator.
- Cleaning and repair – As our programs grow, so will this budget. We recondition softball and lacrosse helmets each year. Some players provide their own, better quality helmets. Will need better quality helmets on varsity level.
- Hall of Fame Game – self supporting.
- Uniforms – Two sports have uniform replacement program. Need modified girls basketball uniforms and new modified cross-country uniforms.
- Awards – this code increases every year – purchase trophies.
- BOCES – inter-scholastics – BOCES provides all the officials for the teams that participate.

INSTRUCTIONAL MEDIA

- Instructional salaries – Jennifer Wilson needs support in data management to allow more timely completion of state reports. Audit calls for technology facilitator.
- Five-year strategic technology plan – will harvest changes in technology.
- As a result of our purchase of WinCap software, we have become a Microsoft Select Partner eligible for discounts @ 40%.
- More sophisticated needs at the high school level that may require different software/memory.
- Currently run 21 servers – will take 3-4 years to update so we can run more current software. Looking to update some of the operating systems.
- Currently have three (3) student databases. Must coordinate. Computer hardware for middle school.
- Notification technologies – telephone call-out program.
- Deep Freeze – prevents others from changing and/or deleting software.
- Computer supplies – ink cartridges, computer parts, CD's, projector bulbs, back-up tapes.
- E – textbooks, possibly some SAT Prep software.

DISCUSSION ITEMS

North Salem Central School District Calendar
2006-2007 School Year

- 183 instructional days
- 2 Superintendent conference days
- 185 contractual days
- 5 snow days

ACTION ITEMS

Motion was made by Ms. Hart, seconded by Mr. O'Meara, and carried to adopt the school calendar for the 2006-2007 school year.

Motion was made by Ms. Hart, seconded by Mr. O'Meara, and carried to accept Recommendations of the CSE/CPSE.

CONSENT AGENDA

Motion was made by Ms. Hart, seconded by Mr. O'Meara, and carried to accept the Consent Agenda.

PERSONNEL RECOMMENDATIONS

Appointment(s)

Clarice Langelotti, clerical substitute, effective March 16, 2006, at a salary of \$10.25 per hour. (#205)

Approval of the Transfer of Funds

<u>1. Account to Decrease</u>	<u>Amount</u>	<u>Account to Increase</u>	<u>Amount</u>
<i>Repairs and Improvements</i>			
A5510.428-02-0000	\$30,000.00		
<i>Building Repairs</i>			
A1621.428-03-0000	44,960.52		
<i>Grounds Repair</i>		<i>Emergency Repairs</i>	
A1621.429-06-0000	5,039.48	A1620.426-03-0000	\$80,000.00
<u>Total</u>	<u>\$80,000.00</u>		<u>\$80,000.00</u>
<u>2. Account to Decrease</u>	<u>Amount</u>	<u>Account to Increase</u>	<u>Amount</u>
See Attached		<i>Grounds Improvement</i>	
	\$35,000.00	A1621.409-03-0000	\$35,000.00
<u>Total</u>	<u>\$35,000.00</u>		<u>\$35,000.00</u>
<u>3. Account to Decrease</u>	<u>Amount</u>	<u>Account to Increase</u>	<u>Amount</u>
		<i>Electricity</i>	
		A1620.432-03-0000	\$35,000.00
		<i>Fuel Oil</i>	
		A1620.435-03-0000	50,000.00
		<i>Propane</i>	
		A1620.400-03-0000	7,500.00
		<i>Transportation - Fuel Oil</i>	
		A5510.435-02-0000	2,500.00
See Attached		<i>Gas & Oil</i>	
	\$125,000.00	A5510.436-02-0000	30,000.00
<u>Total</u>	<u>\$125,000.00</u>		<u>\$125,000.00</u>
<u>4. Account to Decrease</u>	<u>Amount</u>	<u>Account to Increase</u>	<u>Amount</u>
<i>Treasurer's Salary</i>		<i>Clerical Salaries</i>	
A1325.160-90-0000	\$47,378.00	A1310.163-01-0000	\$47,378.00
<u>Total</u>	<u>\$47,378.00</u>		<u>\$47,378.00</u>

COMMITTEE REPORTS

- Policy Committee – Need to have policy book updated. Looking to delete duplications – Dealing with nepotism and code of conduct policies.
- Fiscal Committee – Funding – change from property tax to additional sales tax would really not help. Other states help with social security costs.
- Audit Committee – Presentation from Acume Partners. Surprised by the number of hours expected to initially do risk assessments. Period of 6 months that we have to account for. Possibly putting over 2 years for initial budget.

COMMENTS ON ITEMS NOT ON THE AGENDA

None at this time from Community members.

- Ms. Palma requested dates for Technology, Communication and MS and Finance Committees to provide reports, recommendations and action items.
- Mr. O’Meara – Last year we split last night of budget committee into two nights. Would like to complete next week. Driving force was that we started process at 1 a.m. and continued until 4 a.m. Benefit of splitting it is that the entire community had a chance to look it over and deal with it early in the evening.
- Ms. Palma stated that there isn’t much left to do – next week is summary. Anyone wanting to add anything at this point should have suggestions written down. Right now we have “Revenues” and “Undistributed” left for next week. If we are unable to conclude next week, we have the 29th as a contingency date.
- Mr. O’Meara asked Ms. Fassler-Wallach to reprint summary pages for next week. No additions or deletions.
- Ms. Palma would like another whole package of line items.

FOLLOW-UP – OLD BUSINESS

Ms. Palma

- Databases for Mr. O’Meara
- Technology inventory – provided digital equipment/cameras for budget;
- Electives that are not in budget.
- Principals – do they want to move anything? – Need that input.

- Priorities for line items and reducible lines.
- Same input for Mr. Sassone's requests.
- Ask Jennifer Wilson for budget over 3-5 year plan.
- Budget follow-up; sidebar questions; CAC meetings.
- Two overviews – financial and educational analyses
- Several five-year plans.
- Bus replacement
- Two libraries
- Capital spending, including line items
- Technology
- Uniform replacement plans(s)

Ms. Hart

- Would like educational summary of what is new and ongoing and the financial implications.

Mr. Giamundo

- Overtime report – last year vs. current year is being worked on.
- Communication and Facilities CAC's met with Senator Liebel regarding cable on SusCom which places priority on Brewster – unwilling to share it.
- Are we a designated emergency shelter? Potential benefits – generators, emergency lighting, security cameras inside and out. School is a logical choice. We would get help from county and Homeland Security. Senator Liebel and Assemblyman Stevens have done presentations and would welcome an invitation to one of our School Board meetings.
- Combined meeting with Town Board moved to an undecided date in June.
- Roof replacement issue – still need an estimate.

Ms. Martell

- Drafted legislative letter. It is anticipated that Dr. Litchka and Ms. Palma will sign it. It will then appear to have come from the Board of Education. Would it be more powerful if all signed it? Perhaps all School Board members should sign individual copies.

Mr. Giamundo

- We should really have a legislative awareness committee next year.

Ms. Palma

- We drafted a letter on the North Salem website for community members to see. It is important to start a grassroots effort to communicate our needs to Albany.

NEW BUSINESS

None at this time.

CONSIDERATION OF EXECUTIVE SESSION SUBJECT TO BOARD APPROVAL

ADJOURNMENT