

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

BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
WEDNESDAY, MAY 3, 2006

A regular meeting of the Board of Education of the North Salem Central School District was held on Wednesday, May 3, 2006. At 7:04 p.m. the meeting was called to order in the Board Conference Room by President Carla Palma.

At 7:05 p.m., a motion was made by Ms. Hart, seconded by Mr. O'Meara, and carried to enter into Executive Session.

At 8:04 p.m., a motion was made by Ms. Hublard-Hershman, seconded by Mr. O'Meara, and carried to adjourn Executive Session and reconvene the public session.

At 8:21 p.m., there being a quorum present, the Board of Education reconvened to public session in the middle school cafeteria.

Board members present at this time:

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

Also present at this time:

Dr. Peter R. Litchka, Superintendent
Dr. Michael Courtney, Assistant Superintendent, Curriculum & Personnel
Ms. MaryJo Hauser, Assistant Superintendent, Pupil Personnel Services
Ms. Sylvia Fassler-Wallach, Director of Finance
Dr. Patricia P. Cyganovich, Principal, MS/HS

Ms. Roberta Reiner, Principal, Pequenakonck Elementary
Mr. Henry Sassone, Director, Physical Education

PLEDGE OF ALLEGIANCE

After the Pledge, Ms. Palma welcomed all present.

ACTION PERTAINING TO EXECUTIVE SESSION

None at this time.

COMMENTS ON AGENDA ITEMS

None at this time.

STUDENT REPORTS

Christopher DosSantos – Reporting on upcoming events at PQ

- May 11 – Fine Arts Night
- May 19 – Midsummer Night’s Dream
- April 25 – The Junior League and Northern Westchester Hospital, along with PQ PTO – Kids in the Kitchen – Great success – thanks to all involved.

Leigh Smadbeck – Reporting on MS/HS

- April – Math Education Month
- April 26 – High School Career Fair
- April 27 – HS Spring Concert
- April 21 – Spring Fest – Details on website – huge success.
- Softball and lacrosse tournaments – well attended
- AP exams this week and next
- MS Concert – May 4
- Grade 7 Boston trip – May 11 & 12
- JR/SR Prom – May 19
- Foundation for Learning Scholar Awards Night – May 25
- Prelude to Silence and Day of Silence
- Pre-prom activities

ACCEPTANCE OF MINUTES – BOCES ADMINISTRATIVE BUDGET 2006-2007 AND ELECTION OF TRUSTEES OF THE BOARD OF COOPERATIVE SERVICES, APRIL 25, 2006.

Motion was made by Ms. Hublard-Hershman, seconded by Mr. O’Meara, and carried to accept Minutes of April 25, 2006, BOCES

Administrative Budget and Election of Trustees of the Board of Cooperative Services.

ACCEPTANCE OF AMENDED MINUTES: January 25, 2006, February 1, 2006, February 15, 2006

Motion was made by Ms. Hublard-Hershman, seconded by Mr. O'Meara, and carried to accept the amended minutes noting corrections to January 25th minutes.

PRESIDENT'S REPORT

Ms. Carla Palma

- May 19 – Prom night, BOCES Tri-School Board Meeting
- Mid-Hudson survey in Board packets
- Notice from Emily Spalding
- Annual Congress May 6th in Yonkers
- May 18th dinner
- Regents review schedules are complete and available
- AP schedules (Dr. Cyganovich) worked out with classes.

BOARD MEMBER REPORTS

Ms. Marie Martell

- Received letter from parent thanking us for Walkabout Program.
- Safety Summit was a success. Feedback indicated that many would not know what to do in a crisis.
- April 27th, Paul Giamundo and I attended Westchester Putnam School Boards Association meeting. Regent Harry Phillips and Regent Saul Cohen were in attendance. Topics discussed – Early Childhood, full-day kindergarten and high school. Would like to see more schools working with cultural agencies and health agencies for internships.

Mr. Paul Giamundo

- Partnership schools to share ideas and internships.
- Apply to state for waivers for regents exams - may want to explore.
- Field and facilities Committee will meet Tuesday @ 10 a.m.

Ms. Norma Hart

- Policy meeting last night
- Still policies that need to be put in place
- Cross-referencing policies
- Next meeting May 30, 2006

Ms. Carla Palma

- Long-term Strategy Committee met last night
- Curriculum Committee also met

SUPERINTENDENT'S REPORT

Dr. Peter R. Litchka

- New York State Report Cards for North Salem are available. Information in Report is based on '04-'05 data.
- Communication of budget – both staff meetings.
- Ms. Fassler-Wallach presented to Athletic Booster Club.
- Presentations to Senior Citizens, NS Town Board and the Lions Club next week.
- Savings of 36.4% on overtime expenses this year.
- Cable TV – Channel 18 – Cablevision for North Salem Central School District.
- Safety Summit a success. Plan on how to continue this collaboration.
- Personal thank you to everyone for the notes, flowers, and expressions of sympathy at the recent passing of my father.

PRESENTATIONS

K-12 Science Review

Ms. MaryBeth Wilson, Dr. Helen Pashley, Dr. Michael Courtney

Presentations and summarizations of findings. Dr. Helen Pashley – Kindergarten through grade 8 program. Ms. Wilson focused on Grades 9-12 programs.

Dr. Helen Pashley – grades K-8

Collection of Information

- Classroom observations
- Interviews
- Documents – course guides and curriculum worksheets

Instruction

- Facilities – conducive to facilitate learning
- Strategies – multi-sensoring, modeling, internet communications, news reports, standards based processing skills

Science materials and resources - elementary level

- Wide array of materials
- Some equipment showing age
- Possibility to invest in a mobile lab to share
- SmartBoards are being used effectively.

Professional practice – communication

- 6-8 grade dialogue among teachers is good
- K-4 students not had as much opportunity
- K-4 teachers should have knowledge of 4th grade test

Commendations

- Education philosophies – students do more than what is tested
- Administration is committed to hands-on approach
- PTO active and supportive of science program
- Many effective and well-documented techniques are being used
- Students enjoy science
- Gifted and Talented program at PQ is great
- Students are doing well on state tests

Recommendations

- Create curriculum map for K-4 – Priority
- Continue work on curriculum maps for grades 5-8
- Update course guides for K-5
- Develop scope and sequence to allow teachers to know where they fit into big picture
- Scheduling – sometimes difficult to have all students at same time
- Technology integration – update software and further training on best use of SmartBoards
- 4th and 5th grade classrooms lacking water

- Science kits need enhancements
- Enter age appropriate science fairs
- Professional practice – communication – within grade, between grades, with administration
- Familiarity with the 4th grade test
- Continue professional development
- Update technology/ancillary materials
- Cycle of periodic curriculum review

Ms. Mary Elizabeth Wilson

Grades 9-12

Review parameters

- Instructional strategies in science teaching
- Accuracy of curriculum maps/worksheets
- Course information sheets given to parents
- Curriculum alignment with college boards and state standards

Observations

- Site-based documents
- School climate – North Salem is a nice place to be
- Environment includes science rooms
- Climate pressurized at times
- Regents results – 85-95% pass rate; 19-56% mastery rate
- Participation rate is dropping

Course offerings/entry criteria

- Accelerate as many kids as possible
- Collaboration – department members work well together; however there is a lack of structures in place to facilitate course sharing

Scheduling

- Difficult to get into AP classes because of scheduling conflicts
- Class size

Instructional strategies

- Students or teachers asking questions

- Science research program unknown to many students
- Special education – all students have access to services
- Inclusion classes are expensive to run
- Physics students not feeling confident to sit for Regents Exam in Physics

Commendations

- Caring and professional faculty
- Good dynamic between teachers and students
- Instructional strategies – direct instruction, group work, inquiry activities, real-world projects, students participation in research, teachers using technology
- Several teachers post homework and classwork on website
- Science faculty very cooperative and willing to work with consultant

Recommendations

- Curriculum mapping – framework for curriculum decision making and springboard for questions
- Using Atlas as a tool to organize – Atlas System can be seen on Byram Hills School website
- Differentiated instruction – student seeks challenge, affirmation, contribution, power, purpose; teacher responds – invitation, investment, persistence, opportunity
- KUD – Know, Understand, and Do – Co-teaching special delivery system option
- Collaborative Inquiry – using data to inform curriculum and instruction
- Professional development needs to be collaborative and sustained

DISCUSSION ITEMS

Athletic Selection Classification Process

- Policy Committee to draft new policy
- Need appropriate feedback
- SED gets many applications

Public Hearing – Proposed Budget 2006-2007

Community member's comments and concerns

- Can we put all supply money back in budget – roof and ceiling leaks
- Concerned about the process to educate community – some community members did not even know budget was out
- Happy to see continuing software and hardware upgrades

Response from Board members and administration

- Both building's roof repairs and replacements in bond proposal for 2007. Roof repair patches are in this budget. Waiting on application and approval processes in order to begin replacement.
- Getting information out on website and on paper

FOOD SERVICE AGREEMENT WITH ST. JOSEPH'S SCHOOL

Ms. Sylvia Fassler-Wallach

- Resolution on June 7 agenda to allow North Salem Central School District to be lead agency for St. Joseph's food service program. We would have to send food there several times per week. Bid goes out in papers tomorrow
- Bid opening on May 22nd

Ms. Marie Martell

- Cost factors for preparation and delivering lunches to St. Joseph's.
- Have accountants been involved in discussion?
- Separate accounting
- Will St. Joseph's have to join school lunch program?
- Delivering will take approximately 40 minutes per day of custodial time – will we consider billing back to St. Joseph's?

Ms. Carla Palma

- Lunch debit cards for kids?
- Re-structuring of kitchen?

ACTION ITEMS

CONSENT AGENDA

A motion was made by Ms. Hublard-Hershman, seconded by Mr. O'Meara, and carried to approve the Consent Agenda.

PERSONNEL RECOMMENDATIONS

Recommendations for Tenure

Tom DiGaetano, Science tenure area, effective 09/01/06

Cynthia McGregor, Elementary tenure area, effective 09/01/06

Jan Malin, Art tenure area, effective 09/01/06

Jayne Silverblade, Art tenure area, effective 09/01/06

Michael Valenti, Social studies tenure area, effective 09/01/06

Tiffany Zrodowski, Elementary tenure area, effective 09/01/06

RESIGNATIONS

Elsie Schrull, resignation effective at the close of business July 1, 2006 with the intent to retire.

APPOINTMENTS

Joan Gabel-Myers, emergency conditional contingent probationary appointment, teacher aide, per CSEA contract, \$11.92 per hour effective May 4, 2006

Karen A. Corbin, substitute teacher, effective May 4, 2006

Robert A. Tracz, substitute teacher, effective May 4, 2006

Zachary Miller, AIS support, Earth Science

AUTHORIZATIONS

Peter R. Litchka, Ed.D. signatory on District checks (countersign)

APPROVAL OF TRANSFER OF FUNDS

<u>Account to Decrease</u>	<u>Amount</u>	<u>Account to Increase</u>	<u>Amount</u>
Emergencies			
A5510.4565-02-0000	\$1,700.00		
Bus Painting			
A5510.400-06-0000	938.06		
Bus Parts			
A5510.573-02-0000	2,000.00		
Transportation supplies		Transportation Repairs	
A5510.450-02-0000	900.00	A5510.427-02-0000	\$5,538.06
<u>TOTAL</u>	<u>\$5,538.06</u>		<u>\$5,538.06</u>

Spec. Ed. –Instr. Sal.	Tuition – other districts
A2250.150-90-0000 \$154,000.00	A2250.470-04-0000 \$154,000.00

<u>TOTAL</u>	<u>\$154,000.00</u>	<u>\$154,000.00</u>
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<u>Revenue code to Increase</u>	<u>Budget code to increase</u>
A2680.1 \$45,528.68	A5510.210-02-0000 \$45,528.68
Insurance recoveries-transp.	Equipment – vehicles

APPROVAL OF THE RECOMMENDATIONS OF THE CSE/CPSE

A motion was made by Ms. Hublard-Hershman, seconded by Mr. O’Meara, and carried to approve the recommendations of the CSE/CPSE.

ACCEPTANCE OF TREASURER’S REPORT AND THE EXTRA CLASSROOM REPORT OF MARCH, 2006

A motion was made by Ms. Hublard-Hershman, seconded by Mr. O’Meara, and carried to accept the Treasurer’s Report and the Extra Classroom Report of March, 2006.

POLICY READING

The Board of Education will conduct the first reading of Proposed Policy 8635, Information Security Breach and Notification. On agenda for next meeting.

POLICY READING

The Board of Education will conduct the first reading of Proposed Policy 9120.2, Nepotism and Significant Relationships. The Board agreed to table this particular item. The policy contains a sentence that could be misconstrued.

COMMENTS ON ITEMS NOT ON AGENDA

Mr. Giamundo

- Overtime expenditures down \$76,000.00, includes the overtime for the frozen pipes. This is a result of good management. We should continue and have a quarterly update rather than an annual update.

- We are losing approximately 20 students per year. Why? Moving from district, private schools? Should conduct an exit poll.

Ms. Fassler-Wallach

- Water-treatment – system was drained two years ago. When refilled, not properly flushed. Iron and manganese were too high per Board of Health requirements. Never installed a water softener. Carbon filters were cleaned out and pumps were repaired. Levels are now acceptable.

Ms. Hublard-Hershman

- Are there regulations as to how many referees are required for each level for lacrosse? Our own coaches are now refereeing. We have no referees.

NEW BUSINESS

- Science presentation – should have a plan within the next month on what we are going to do with the information presented by consultants.
- Top high schools – are we impacted by changing ranking?
- Ken Waldron will be at June 7th meeting to discuss geo-thermal heat.
- Research might be useful when looking for the right solution when having roof replacement complete. Our budget is impacted by the cost of energy. Perhaps an item for discussion in the Facilities Committee.

CONSIDERATION OF EXECUTIVE SESSION

A motion was made by Ms. Hublard-Hershman, seconded by Mr. O'Meara, and carried to enter into Executive Session.

ADJOURNMENT

A motion was made by Ms. Palma, seconded by Ms. Hublard-Hershman, and carried to adjourn Executive Session.

