

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

BOARD OF EDUCATION
MINUTES OF
THURSDAY, JUNE 22, 2006

A regular meeting of the Board of Education of the North Salem Central School District was called to order at 6:30 p.m. in the Board Conference Room by President Carla Palma.

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

ABSENT

Mr. John O'Meara, Trustee

ALSO PRESENT AT THIS TIME

Dr. Peter R. Litchka, Superintendent
Ms. Mary Jo Hauser, Assistant Superintendent

The public portion of the meeting was called to order at 8:30 p.m. by Ms. Carla Palma in the Middle School Cafeteria.

PLEDGE OF ALLEGIANCE

After the Pledge, Ms. Palma welcomed all present.

COMMENTS ON AGENDA ITEMS

Rosemarie Dos Santos

311 families voted last time; this time @ 450
Last time there were 475 votes; This time approximately 700 votes.

Audience member

Why do we have two assistant superintendents?

Ms. Carla Palma et al

One is for curriculum and certified personnel; the other for pupil personnel, compensatory grants and non academic issues (disciplinary).

Audience member

How many special education students do we have?

Ms. Mary Jo Hauser

We have over 200 students. If we include all systems, there are currently 258 students. Some students receive minimum services like speech/language or resource. Other students might need special class instruction for reading, language arts or math.

We do a lot more collaborative classes in the middle school and high school where the special education students are included as well as an extra teacher. This benefits all students in the class. Some students who need more intense services are sent out of the district.

There is also a preschool system for students ages 3-4 who go through our preschool committee on special education; They are referred by a parent or preschool. We arrange for testing and placements. The state monitors everything we do. Some of the special education students also have summer programs. Some of our at-risk students also get summer support under the "No Child Left Behind" program.

At the end of every year we review every special education student and adjust their services. Every three years, we do a more intense testing and review.

Guidance and psychology also fall under pupil personnel services.

**ACCEPTANCE OF AMENDED MINUTES: May 3, 2006; May 17, 2006,
May 23, 2006, May 24, 2006**

Ms. Alison Hublard-Hershman made a motion to accept the above listed minutes. Ms. Norma Hart seconded the motion.

Ms. Marie Martell has made some suggestions but they have already been corrected re: May 3, pgs. 3 and 10 and May 23, pg. 4.

Ms. Alison Hublard-Hershman was not absent on May 17th. She represented the board at a function in the auditorium before returning.

Ms. Norma Hart: We have sometimes only had 2 readings for policy changes because they have to be accepted within a month of the first reading.

Ms. Carla Palma: Amend May 17th; Ms. Alison Hublard-Hershman was not absent; Ms. Alison Hublard-Hershman made a motion to accept the above amended minutes. Ms. Norma Hart seconded the motion. It was carried unanimously.

Ms. Carla Palma, President.

On behalf of the Board and myself I want to congratulate the students graduating from the schools this year. It has been a busy couple of weeks of tests. Thanks to everyone for the work in organizing these events.

The audit committee did a good job. The finance CAC was formed this year and is the right step in understanding the driving forces behind our budget. The communication committee and the middle school CAC also did a good job. The board curriculum subcommittee brought in a consultant for science. Next year we will be bringing in a math consultant.

Long-term strategy committee kicked off this year. We are meeting with parents, administrators and educators; facilities committee came up with a facility proposal to look at putting a bond up for the field. It was led by Mr. Paul Giamundo; The safety committee did an outstanding job bringing in different factions from town as to how we all could interact; We need generators,. Perhaps we can get grant funds for this. Kindergarten CAC brought forward a full-day kindergarten for the fall of 2006. Technology CAC developed a very thoughtful program of how technology can be utilized most efficiently in our schools. The parents committee on nutrition did a good job. We are bringing in a new food service for fall. Ms. Sylvia Fassler-Wallach leveraged that. We hopefully put together a nice financial plan that the community has supported by their votes the second time around.

Ms. Norma Hart

We always need citizens to join our CACs. One in particular, the Audit committee is looking for business experience in auditing, accounting, etc.

Ms. Carla Palma

The state is requiring we have a committee member on the audit committee with CPA credentials, preferable by the fall. This is required by November.

Board members are required to get certificates for finance training.

BOARD MEMBER REPORTS

Mr. Paul Giamundo

At the last meeting I suggested that we come up with a student exit survey. Three surveys were produced. The first was an exit survey given to graduating seniors. The second went to their parents to get input on how we did in educating their children. The third will go to last year's graduating class to see how we did at preparing them for their college.

It might be good for certain committees, like the finance committee, to give a monthly board member report of the progress of chunks of their information. Funding of public education could be the first chunk. Then we could have it as we go along.

Ms. Alison Hublard-Hershman

The committee was looking to us for dates when they can give us information.

Ms. Carla Palma

During the board member reports, you can give committee updates.

Dr. Peter Litchka

Congratulations to the students and the staff regarding the fifth and eighth grade moving up ceremonies. Thanks to the committee for supporting the budget. Ms. Marie Martell and I met with Cablevision last night. The graduation ceremony and board meetings will be televised. The schedule is on the web. Next year we can hopefully do the same thing. That way, people will know when these things are on television. (Channel 18 for those who live in North Salem). Dr. Litchka will call Cablevision to request a copy to send to Suscom, but it is their property. They did it gratis.

No discussion of budget revote needed.

Communications Update

Dr. Peter Litchka

We were able to get a lot more out on the web thanks to Ms. Jennifer Wilson and our new webmaster and more newspaper coverage. We feel we reached our goals. We had a district wide committee and each school had a committee including an administrator as well. We have a lot of things in place, but we have a ways to go.

Suggestions:

We have some sort of a TV guide for cablevision

The board should formally develop liaisons with various groups, like senior citizens

Improve the quality of the meeting for cablevision. They are interested in doing some training.

PQ still doesn't have a cable hookup. According to Mrs. Roberta Reiner, it is wired to the building and stops.

Improve communications with Somers, Brewster and Southeast residents.

We need a template for the web page stories

Curriculum and instructional opportunities for students. Vision would be having our own TV station here. Have the students take ownership of producing their own programs for the cable channel

Continue the updating of the website. Congratulations to George Bovino and Barbara Lavrakas for their work at each building

ACTION ITEMS

CONSENT AGENDA

Ms. Alison Hublard-Hershman motion; Ms. Norma Hart second; Ms. Alison Hublard-Hershman thanks to Mrs. Tiernan for her years of service. Ms. Palma wants to congratulate her as well. Unanimous approval

PERSONNEL RECOMMENDATIONS

Resignation

Stacy O'Donnell, High School English Teacher

Retirement

Mary Ellen Tiernan, PQ, presently 2nd grade teacher

Appointments

Jill Rossing, Secretary to the Superintendent/District Clerk

Maria Bruen, Secretary to School Official

Russell Smith, substitute teacher

Jessica Cafiero, 2nd grade leave replacement, September 1-December 13, 2006

Michael Minzloff, Special Ed K12, one year leave replacement

Barbara Paesano, Special Ed K12, full time, tenure track, one year probationary appointment

Summer School AIS Appointments

Teachers to teach AIS at PQ, July 31 through August 24, 2006:

Rosemarie Lopez	Gr 1
Patrice Milillo	Gr 2
Tara Carl	Gr 2
Susan Burch	Gr 3
Nicole Federici	Gr 4
Judy Amori	Gr 5

Aides for AIS summer program:

Claudia Badia
Marie Haniuk
Lynn Paulvin
Patricia Russell
Carole Galligan

Teacher for Special Education support program for Middle School students:

Christine Considine

APPROVAL OF THE TRANSFER OF FUNDS

Ms. Alison Hublard-Hershman made the motion to approve the transfer of funds (see below). Ms. Norma Hart seconded the motion. It was carried unanimously.

<u>Account to Decrease</u>	<u>Amount</u>	<u>Account to Increase</u>	<u>Amount</u>
Guidance Services –BOCES		Technical & Career Education	
A2810.491.00.5050	\$4,200.00	A2280.491.00.5025	\$4,200.00

Grades 4-6 Teacher's Salaries		Software-District	
A2110.121.00.0000	\$15,000.00	A2630.460.90.0000	\$15,000.00

Related Services – Special Ed			
A2250.449.04.0000	\$5,000.00		
Textbooks – Special Ed		Contractual Costs – Other	
A2250.480.04.0000	\$1,900.00	A2250.400.04.0000	\$6,900.00

Revenue Code to Increase

Budget Code to Increase

	A2610.462.31.0000	
	Library Books – HS	\$10,000.00
	A1620.426.03.0000	
	Emergency Repairs	\$9,000.00
	A1620.450.03.0000	
	Custodial Supplies	\$3,000.00
	A5510.573.02.0000	
	Bus Parts	\$6,700.00
A2680	A5510.428.02.0000	\$10,775.46
Insurance Recoveries	Repairs and Improvements	
\$39,475.46		

APPROVAL OF THE RECOMMENDATIONS OF THE CSE/CPSE

A motion was made by Ms. Alison Hublard-Hershman, seconded by Ms. Norma Hart to approve the recommendations of the CSE/CPSE. Ms. Marie Martell and Mr. Paul Giamundo met with Ms. Mary Jo Hauser. Motion was unanimously carried.

FINAL READING AND ADOPTION OF POLICY

A motion was made by Ms. Alison Hublard-Hershman, seconded by Ms. Norma Hart and carried unanimously for the final reading and adoption of Policy 5405, Wellness Policy.

RESCINDING POLICIES AND REGULATIONS THAT ARE NOW ADDRESSED IN THE ADOPTED STUDENT CODE OF CONDUCT

A motion was made by Ms. Alison Hublard-Hershman, seconded by Ms. Norma Hart and carried unanimously to rescind policies and regulations now addressed in the new Student Code of Conduct. This is just housekeeping. Make sure you have the new 5300-806.

CERTIFICATION OF THE SECOND BUDGET VOTE

Ms. Carla Palma wants to thank the community's support.

ACCEPTANCE OF THE TREASURER'S REPORT, APRIL 2006

A motion was made by Ms. Alison Hublard-Hershman, seconded by Ms. Norma Hart and carried unanimously to accept the treasurer's report

PERSONNEL APPOINTMENT BASED ON SUPERINTENDENT'S AND ASSISTANT SUPERINTENDENT FOR PUPIL PERSONNEL'S RECOMMENDATIONS

A motion was made by Ms. Alison Hublard-Hershman, seconded by Ms. Norma Hart and carried unanimously for the probationary appointment of Maria Bruen as Secretary to School Official effective June 23, 2006.

COMMENTS ON ITEMS NOT ON THE AGENDA

Rosemarie Dos Santos

I was on Middle School CAC. Why don't we have a High School CAC? I think a HS CAC would be a good way to look at test scores. How does hygiene come into the wellness policy. There was no soap in two of the bathrooms I visited yesterday. After my paper towels ran out, the custodian brought in another roll. Regarding communication, people do not always read or know where to find the information. If our families get out and support the budget, we can pass them. Our job going forward is to go to the parents to let them know what happens if you don't support us. This would work better with a combined PTO for the schools. If the families were informed, I think they would support us the first time. Tell the teachers and PTO's what the programs have, what is being eliminated and what the impact of contingency would be.

Ms. Carla Palma

June 14th we had a joint meeting with the Town board. One of the outcomes is that a taskforce may be started next year to work on items identified.

Ms. Marie Martell

We as a committee are being diligent in an ongoing basis.

Audience Member

There are ways to educate those of us who care, but aren't going to come to these meetings.

Ms. Carla Palma

Certainly a newsletter or column in an existing newsletter could help.

Ms. Alison Hublard-Hershman

We try to have a board member at the PTO meetings. If you have a question on what is going on, we are approachable.

Paul Smadbeck

My daughter was the student representative. My first board meeting was June 7th. I was a founding board member of the North Salem Foundation for Learning. I have gotten to know a lot of those involved with the schools. I am a concerned member of the community, parent and stakeholder in the district.

On the eve of your reorganization, I wanted to address one item: an item that came up at the last meeting, Board Culture as the board interacts with the administration here. We need a clear delineation between what is administrative work and what is board work. What I saw in the last meeting caused me to make a freedom of information request for all the tapes of the board meetings this year. I also reviewed the minutes of every meeting that were online. I did a little research.

This is what I found. I looked at our minutes, Brewster, Lewisboro, Bedford. Brewster has a 75 million \$ we have \$35; Brewster met 40 hours between Sept. & April; 13 were in private session. They meet at 7:30 p.m.; They let the public go home the latest at 10:20 p.m. The public could show up and know that they could be heard and get home.

Katonah-Lewisboro met for almost 48 hours. They only met @ 11 hours in executive session. Five of these hours were the state controller's audit. They have a budget roughly \$93 million budget.

Bedford: With a budget \$104 million, met for almost 70 hours; 20 hours in executive session;

North Salem met for just under 90 hours; Almost 38 hours of those were in private. That is almost the entire total for Brewster.

The matter I observed in the June 7th meeting that upset me had to do with a routine hiring. It was part of the consent agenda. There was a considerable amount of discussion. Four of the five board members were in agreement. It took some maneuvering to get this one person removed from the consent agenda. It is each board members right and duty to question. It

could have been discussed in executive session and could have bowed to the rest of the board. There was a lot of time involved.

The net result of the board member's disagreeing with the administrator's action, perhaps the next time I do a routine hiring, maybe the administrator will call that board member to be sure that person agrees with the choice. Board members should not be involved in administrative matters. There are other matters that are in the minutes that need to be considered. Maybe as we search for a new superintendent we can reorganize the board culture.

On September 14th, question of why president needs to meet with superintendent every week. Against advice of counsel you went to executive session to discuss this. Let the administrators do their jobs. Stay out of the kitchen, but watch the cooks.

There are ground rules other boards sign.

This was very difficult for me to do because I have the greatest respect for each and every one of you. It would be great if you could meet at 7:30 p.m. and have executive sessions afterward.

Mr. Paul Giamundo

I plan to suggest for reorganization that we start at 7:00 p.m. or 7:30 p.m. and put a cap on it to be more user-friendly. I like, "Watch the cooks, but stay out of the kitchen".

Ms. Carla Palma

The goals we looked at were personnel issues and belonged in executive meeting. September 14th minutes, page 3.

Reorganization meeting is a long list of reappointments and housekeeping items.

Audience member

For the CAC's, how does a person like me access those CAC's?

Ms. Carla Palma

We pick our CAC committees and will probably do this in August. The CAC's kick off in September. At that point, people sign up.

Ms. Alison Hublard-Hershman

We have an informational/signup meeting in October, but you can join anytime.

Audience member

The only thing I have seen is that the Audit committee is looking for a CPA;

Ms. Lisa Douglas

Ms. Jennifer Wilson is working on this.

Rosemarie Dos Santos

The PTO's are changing to become more informational. They already were fund raising. If we keep sending the information, people will have the facts.

Ms. Marie Martell

When we send out the new brochure, we will include the PTO's.

OLD BUSINESS

Ms. Marie Martell

I was surprised to learn that the Buildings are used 7 days a week; Currently only fees passed on for use of the building are custodial fees. Outside profit organizations activities need to be charged. Regulation 1500-R has all the information.

Ms. Jennifer Wilson

We are automating that on the computer

NEW BUSINESS

none

Ms. Carla Palma

This is the last meeting for our outgoing superintendent. We wish him well.

SECOND EXECUTIVE SESSION

Noting that a quorum was present, the Board President, Carla Palma called the Second Executive Session to order at 10:10 p.m. the motion was made by Ms. Norma Hart, seconded by Lisa Douglas.

A motion was made by Lisa Douglas, seconded by Marie Martell to adjourn the executive session at 11:45 p.m.