

BOARD MEETING: Regular
DATE: Wednesday, August 14, 2013
TIME: 6:00 p.m.
PLACE: Naples Central School Elementary Cafeteria

I. Meeting Called to Order

II. Roll Call

III. Constitutional Oath of Office for new and re-elected Board of Education Members

IV. Adopt the Agenda of the Regular Meeting of August 14, 2013 (Board Action)

V. Pledge of Allegiance

VI. Public Comments: The Board of Education invites you, the residents of our school community, to feel comfortable in sharing matters of interest or concern that you might have with us. The Board President will be happy to recognize those of you who wish to speak. We would ask that you come forward and please identify yourself before presenting your thoughts.

Those items brought to the attention of the Board during this time may be taken under consideration for future response or action. (*Individual comments will be limited to three minutes.*)

As a matter of courtesy, we ask that issues related to specific School District personnel or students be brought to the attention of the Superintendent of Schools privately. Thank you for this consideration.

Board Reponse: The Board of Education is committed to keeping communication open and transparent. The Board of Education President will be working with the Board and the Superintendent to make every effort to respond to public comments directed to the Board of Education at previous meetings, during the next scheduled meeting.

VII. Points of Interest

VIII. Superintendent Recognitions & Updates

- Capital Project
- Facility Update: Summer Work
- August Graduate
- Health & Wellness Update
- Assessment Scores
- Law/Mandate Change: Internal Auditor
- Food Price Increases
- Board of Education Strategic Plan; Operation Protocol and Goals

IX. Minutes (Board Action)

- Regular Meeting of July 15, 2013

X. Tax Warrant (Board Action)

XI. Business / Financial (Board Action)

- Treasurer's Bank Reconciliation Reports
 - May 2013
 - June 2013
- 2013-2014 Lunch Prices
- Transportation Contract
- Discard
 - 2003 Chevy Suburban
- Board of Education Representatives
 - WFL BOCES Board Liaisons
- Staff Handbook
- Student Handbook

XII. Personnel (Board Action)

- 2013-2014 Substitute Call List
- Establish Rate of Pay
 - Internal Claims Auditor
- Summer Hours
 - Director of Technology

- Appointment
 - Tenure: Mary Cloninger
 - Psychologist: Melissa Steenburgh
 - Head Bus Driver:
Chad Hunt
 - Mentors:
Monica Kastner
Jean Becker

XIII. Consent Agenda Items

(Board Action)

- Foreign Exchange Student
 - Pablo Alejo Lopez Gutierrez
- CSE & CPSE Placements
- Student Teacher
 - Rebecca Robinson
- Substitutes
 - Gerald Bay: Teacher
 - Amberly Heins: Teacher
 - Antone Olney: Teacher
 - Ronald Greene: Cleaner

XIV. Executive Session

(Board Action)

Regular Meeting

August 14, 2013

Minutes of a Regular Meeting of the Board of Education of Naples Central School held on Wednesday, August 14, 2013 at 6:04 p.m. in the Naples Elementary School Cafeteria.

Members Present:	Michael Boggs	Barbara Howard
	Ronald Burke	Gail Musnicki
	Joseph Callaghan	Mona Sage-Cardinale
	Carter Chapman	Margo Ulmer
	Brent Gerstner	Lissa Brautigam: Arrived at 6:28 p.m.

Members Absent:

Also Present: Kimberle A. Ward, Mitchell Ball, Matthew Frahm, Alan Moore.

Guests: Kathleen Riesenberger, Dahl T. Schultz, Robert Birdsall, Diann Payne, John McCabe, Rob Brautigam, and Chris Brautigam.

A quorum being present, the meeting was called to order at 6:04 p.m. by Board President Margo Ulmer.

Constitutional Oath of Office administered to the newly re-elected board officers, Michael Boggs, 1st Vice President and Gail Musnicki, 2nd Vice President.

Motion: Barbara Howard
2nd: Gail Musnicki

Resolved, that the Board of Education approves the agenda of the Regular Meeting of August 14, 2013 as presented.

Voting Yes: 9 **Motion Carried**
Voting No: 0

Motion: Barbara Howard
2nd: Mona Sage-Cardinale

Resolved, that the Board of Education approves the minutes as amended of the following meeting: Organizational Meeting of July 15, 2013

Voting Yes: 8 **Motion Carried**
Voting No: 0
Abstain: 1 Michael Boggs

Public Comment:

Guest Kathleen Riesenberger thanked Driver's Education instructors Mr. Matt Green and Mr. Robert Birdsall, noting that her daughter Katherine has greatly benefited from the program. Ms. Riesenberger also expressed appreciation for the opportunities that her daughter received through the accelerated program at Naples. She thanked teacher Ms. Elizabeth Theismeyer and all teachers that have positively influenced her daughter.

Points of Interest:

Board Member Ronald Burke stated that he read a great article in the Harvard Business Review entitled, "Connect, Then Lead". Mr. Burke indicated that the key component of influencing others is through building and maintaining strong relationships.

Superintendent Kimberle Ward discussed the Naples Grape Festival. Superintendent Ward indicated that the Rotary is looking for opportunities to expand. School groups are determining where their booths will be located, how much will be charged for the booths, size of lots, general maintenance information, and what activities will be held at the Naples Grape Festival. Superintendent Ward asked the Board of Education to continue to consider what can be done to partner with Rotary and the Grape Festival Committee year after year. The general consensus of the Board was to grant this request.

Board Member Mona Sage-Cardinale stated that last year the NSA donated \$3,000 to the school for activities as a result of funds raised through the Grape Festival. Ms. Sage-Cardinale also indicated that foot traffic during the Grape Festival will be relegated to sidewalks and that the front row will be reserved for school district booths. The NSA will be taking a portion of their funds to create a reserve for correcting any lawn repairs that may be necessary.

Superintendent Ward indicated that the Relay for Life was a huge success. It was a meaningful night of honoring those who have battled cancer. The administrative team met their fundraising goal of \$1,000. The community collaboratively raised about \$15,000 for the event.

Superintendent's Updates and Recognitions

August Graduate: Justin Elam received his high school diploma from Board President Ulmer, Superintendent Ward, and High School Principal Frahm. Justin was recognized for his hard work in achieving this accomplishment.

Capital Project Update: Todd LaBarr from Watchdog Building Partners, along with Kurt Vater from SEI Design Group presented the capital project update. Mr. LaBarr indicated that the craftsmanship is top notch and that the project continues to progress slightly ahead of schedule as a result of high productivity during the winter months. Different aspects of the project were reviewed by Mr. LaBarr. Superintendent Ward discussed some aspects of the project and the collaborative preparations being made for the start of the new school year. Superintendent Ward encouraged the Board of Education members to visit the site and see the progress being made. Mr. Vater thanked the Board for including SEI in the project. Mr. LaBarr and Mr. Vater responded to a period of questions from the Board pertaining to the information presented.

Superintendent Ward passed around a schematic of the planned new main entrance and a few mock ups of a logo that is to be imprinted in the entry area. She asked that the Board of Education review and determine a color preference for the logo.

Facility Update: Summer Work: Director of Facilities and Transportation, George English updated the Board of Education on the progress that has been made during summer. Mr. English indicated that the custodial staff has been placed on a four day, ten hour work week in an effort to increase efficiency. He stated that it has worked out well. Mr. English discussed progress that has been made in the areas of painting, cleaning, grounds keeping, electrical access, and security. Mr. English indicated that the auditorium will be getting new carpet and damaged seats are being replaced. Mr. English and Superintendent Ward responded to a period of questions from Board members regarding the details discussed above.

Health & Wellness Update: Superintendent Ward introduced Health and Wellness Committee Coordinator Robert Birdsall. During her introduction, she indicated that the School Health Index will be a focus in years to come. Mr. Birdsall then reviewed the accomplishments of 2012-13 and outlined some initiatives for 2013-14. Items that were reviewed for the 2012-13 year included: biometric screenings for employees, the purchase of blood pressure machines for staff, the Elementary school cancer fundraiser “Relay Recess”, the Wellness Challenge, and field day. Mr. Birdsall then discussed the need to continue meeting to investigate ways in which the completed capital project can be tied into school and community health and wellness.

Superintendent Ward indicated that these initiatives are good for staff, but that we need to be sensitive to the pressures placed on teachers as a result of increased performance expectations due to the implementation of APPR and state assessments. Superintendent Ward also indicated that Health and Wellness should be part of the districts’ strategic plan. The plan should incorporate students, staff, and the community. A period of questions and answers from the Board followed.

Assessment Score: Superintendent Ward presented, “Setting Performance Standards on New York State Grades 3-8 Common Core Assessments” as established by the New York State Board of Regents, indicating that copies of the presentation can be accessed through Engage NY online. Superintendent Ward also reviewed scores on state assessments and how Naples Central School District performed comparatively to other regional districts and statewide averages. Superintendent Ward indicated that individual student reports will be going out to parents/guardians during the first week of school. These reports will be accompanied by a guidance booklet from the State Education Department.

Law/Mandate Change: Internal Auditor: Business Administrator Ball discussed changes relating to the mandated internal audit requirement. School Districts with less than 1,500 students are no longer required to have an internal audit function. Naples Central School District paid \$6,000 for this service in 2012-13. In the 2013-14 fiscal year, the Board of Education determined that they would reduce this non-essential mandate from the budget to save finances.

Food Price Increases: Superintendent Ward indicated that she worked with the Cook Manager, Theresa Corso, to review the fiscal health of the Food Service Fund. Superintendent Ward indicated that the intention is to ensure that the Food Service Fund stays in a positive cash position. Superintendent Ward stated that Ms. Corso has indicated that regionally there is typically a difference of 10 cents between the elementary and the high school. Superintendent Ward indicated that the current high school lunch price is \$2.00. As a means of ensuring a positive cash position and to align us with regional pricing, the price of an Elementary lunch has been increased by 15 cents from \$1.75 to \$1.90 and adult meal prices have increased from \$3.02 to \$3.25.

Board of Education Strategic Plan; Operation Protocol and Goals: Superintendent Ward stated that the Board of Education has been provided a packet that includes the final copy of the Strategic Plan, Operation Protocol, and Goals. With Board approval, the documents will be uploaded to the district website. The general consensus of the Board was to grant this request. Superintendent Ward also indicated that she has been working with Business Administrator Ball to seek out and investigate vendors for supplying surveys that will elicit feedback for strategic planning. These surveys would include students, staff, families, and community members. A period of questions and answers from the Board followed pertaining to the information presented. Superintendent Ward indicated that investigation is ongoing.

Motion: Barbara Howard

2nd: Gail Musnicki

Resolved, that the Board of Education approves the Tax Warrant resolution as presented.

Voting Yes: 9 Motion Carried

Voting No: 0

- Resolved that the Board of Education approves the following:

That the valuation of the property comprising Naples Central School District, State of New York, Counties of Ontario, Steuben, Yates and Livingston, as shown on the District Assessment rolls, and certified by the respective assessors of the towns in the district be approved;

That a sum not to exceed \$10,207,864 be levied in the form of a tax on property set forth on the aforementioned assessment rolls;

And that the warrant therefore and the rolls thereof, be executed by a majority of the members of the Board of Education; and that the receiver of taxes be authorized to collect taxes on said warrant for a period of 30 days, beginning September 1, 2013, without penalty, and for a period of 31 days thereafter with a two percent (2%) penalty, and for a period of 4 days thereafter with a penalty of three percent (3%), as provided by statute.

Motion: Brent Gerstner

2nd: Joseph Callaghan

Resolved, that the Board of Education approves the Business/Financial resolutions as presented.

Voting Yes: 8 Motion Carried

Voting No: 0

Abstain: 1 Ronald Burke

- Resolved, that the Board of Education approves the Treasurer's Reports for the months ending May 2013 and June 2013.
- Resolved, that approval be given to establish the following prices for the Naples Central School District Breakfast/Lunch Program:
 - Breakfast: \$1.25
 - Lunch: Elementary - \$1.90
 - High School - \$2.00
 - Adult Meal - \$3.25
- Resolved, that the following Transportation Contracts:
 - Durham School Services is hereby approved to enter into a contract for the purpose of providing round trip transportation from the Naples Central School to Gorham-Rushville from September 3, 2013 through June 30, 2014 at a rate of \$329.69/day.
- Resolved, that approval be given for the following items to be declared surplus property and approval given to discard as per Policy #5250: Vehicle # 16, 2003 Chevy Suburban
- Resolved, that the following representatives are hereby approved for the 2013-2014 School Year: BOCES Liaison(s): Margo Ulmer; and Mona Sage-Cardinale as Alternate.
- Resolved, that approval be given for the 2013-2014 Teacher Handbook as presented.
- Resolved, that approval be given for the 2013-2014 Naples Elementary School Student Handbook as presented.
- Resolved, that approval be given for the 2013-2014 Naples Junior-Senior High School Student-Parent Handbook as presented.

Motion: Barbara Howard

2nd: Mona Sage-Cardinale

Resolved, that upon the recommendation of the Superintendent, the Naples Central School District Board of Education approves the following personnel items as presented.

Voting Yes: 9 Motion Carried

Voting No: 0

- Resolved, that the Board of Education approves the 2013-2014 Substitute Call List as presented.
- Resolved, that the Board of Education establishes the rate of pay for the Internal Claims Auditor as \$2,200/year.

- Resolved, that the Board of Education approves summer hours for the following:

Director of Technology Robert Ringer: Thirty-two (32) hours

- Resolved, that the Board of Education appoints the following:

Resolved, That the Board of Education appoints Mary Cloninger, to tenure as Special Education Teacher, 0.5 FTE, effective September 12, 2013. Certification area and status is Students with Disabilities, Grades 1-6, Initial; Pre-Kindergarten, Kindergarten and Grades 1-6, Permanent Certification; Teacher of English to Speakers of Other Languages, Professional Certification. Salary for the 2013-14 school year will be Step 8 of the 2013-14 Salary Distribution Schedule – Masters.

Resolved, that the Board of Education approves the appointment of Melissa A. Steenburgh, 190 Parrish Street, Apt. 73, Canandaigua, NY 14424 to a probationary term of three years beginning on August 19, 2013 and expiring on June 30, 2016 as School Psychologist, effective August 19, 2013. The certification area and status is School Psychologist, Provisional. Salary for the 2013-2014 school year will be Step 1 - Masters. This appointment is in accordance with and subject to Education Law, the regulations of the Commissioner of Education, and the by-laws of the Board of Education.

Resolved, that the Board of Education approves the appointment of Chad R. Hunt, 7 Douglas Drive, Rushville, NY 14544, as Head Bus Driver at a salary of \$13.00 per hour, effective August 19, 2013.

Resolved, that the Board of Education approves the following Mentors for the 2013-2014 School Year:

- Monica Kastner, Guidance Counselor as mentor for Melissa Steenburgh, Psychologist
- Jean Becker, Elementary Teacher as mentor for Kristen Bariteau, Elementary Teacher and Kathleen Meteyer, Elementary Teacher.

Motion: Barbara Howard

2nd: Gail Musnicki

Resolved, that the Board of Education, upon the recommendation of Superintendent Kimberle A. Ward, approves the Consent Agenda Items as presented:

Voting Yes: 9 Motion Carried

Voting No: 0

- a. Resolved, that the Board of Education approves the attendance of Foreign Exchange student Pablo Alejo Lopez Gutierrez, for the 2013-2014 school year, as per Board Policy # 7132, Non-Resident Students.
- b. Resolved, that the Board of Education approves student placements as per the recommendations of the Committee on Special Education and the Committee on Preschool Special Education.

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c. Resolved, that the Board of Education approves the following Student Teachers:

<u>Name</u>	<u>Placement</u>	<u>Supervising Teacher</u>
Rebecca Robinson	Special Education	Mary Phillips

d. Resolved, that the Board of Education hereby approves the following list of Substitutes

Appointments:

<u>Name</u>	<u>Position</u>	<u>Address</u>
Gerald Bay	Teacher	11 West Avenue, Naples, NY 14512
Amberly Heins	Teacher	10512 Allis Road, Prattsburgh, NY 14873
Antone Olney	Teacher	7884 Gulick Road, Naples, NY 14512
Ronald Greene	Cleaner	31 Ranch Road, Honeoye, NY 14471

Motion: Barbara Howard

2nd: Carter Chapman

Resolved, that the Board of Education approves calling an executive session at 8:00 p.m. for the purpose of collective negotiations with the CSEA.

Voting Yes: 9 Motion Carried

Voting No: 0

Time out of closed session: 9:25 p.m.

Motion: Michael Boggs


2nd: Carter Chapman

There being no further business, the Regular Meeting of August 14, 2013 is hereby adjourned at 9:25 p.m.

Voting Yes: 9 Motion Carried

Voting No: 0

Dated this 14th day of August, 2013



Mitchell J. Ball
District Clerk