

**BOARD MEETING:** Regular  
**DATE:** Wednesday, June 27, 2012  
**TIME:** 6:30 p.m.  
**PLACE:** Naples Central School Elementary Cafeteria

I. Meeting Called to Order

II. Roll Call

III. Adopt the Agenda of the Regular Meeting of June 27, 2012 (Board Action)

IV. Executive Session (Board Action)

- Employment history of a particular person or persons
- A particular matter of public safety regarding the transportation & maintenance departments
- Negotiations with the NTA

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. Superintendent Recognitions & Updates

- 2012 Retirees
- Graduation
- Students in the Spotlight
- Aspirational Performance/Graduation Rates
- Growth Measure
- SLO's
- Seth Clearman: Article 19A Certified Examiner
- Thank You Keith Swank

VIII. Administrative Reports

- Elementary Principal
- Secondary Principal
- Director of Pupil Personnel
- Administrative Intern
- Student Representative

IX. Board Reports

- Policy Committee
- Audit Committee
- BOCES Board of Education

X. Minutes

- Regular Meeting of June 13, 2012

(Board Action)

XI. Contractual Agreements

- CSEA Memorandum of Agreement
- Naples Teachers' Association Memorandum of Agreement
- Naples Association of School Administrators amended contract
- Naples School Business Administrator Contract
- Memorandum of Understanding: Alfred State College

(Board Action)

XII. Business/Finance

- Summer School Transportation Contracts
- Approve Internal Audit
- Approve Tax Certiorari Transfer
- Approve transfer of unused portion of Tax Certiorari Fund
- Approve transfer of excess fund balance to reserves
- Approve the increase of cap limit for specific reserve funds

(Board Action)

- Authorize cash transfer from General Fund to Capital Fund
- Establish prices for 2012-2013 NCS Breakfast/Lunch Program
- Treasurer's Report: May 2012
- Budget Transfers
- Textbook Approval
- Discards
- Donation

(Board Action)

### XIII. Personnel

#### -- Appointments:

One (1) 0.5 FTE Music Teacher

#### Summer Program Appointments:

Summer Reading Maintenance Program Teachers  
 Summer Reading Maintenance Program Teacher Aides  
 Summer Special Education Program Teachers  
 Summer Special Education Program Teacher Aides  
 Summer Program Speech Therapist  
 Summer Program Nurse  
 Summer Program Psychologist  
 Summer Program Substitutes  
 Summer Program Bus Drivers  
 Summer Program Bus Monitors

Summer Hours

Extracurricular Recommendations

Department Chairpersons

#### -- Leave of Absence:

Family Leave

(Board Action)

### XIV. Consent Agenda Items

- Substitutes

## Regular Meeting

June 27, 2012

Minutes of a Regular Meeting of the Board of Education of Naples Central School held on Wednesday, June 27, 2012 at 6:33 p.m. in the Naples Elementary School Cafeteria.

Members Present: Michael Boggs Joseph Callaghan: Arrived @7:35 p.m.  
William Kelly John Murphy  
Gail Musnicki Mona Sage-Cardinale: Arrived @ 6:35 p.m.  
Keith Swank Margo Ulmer

Members Absent: Barbara Howard

Also Present: Kimberle A. Ward, Ann O'Brien, Kristina Saucke, Matthew Frahm,  
Nancy Meserve, and Pamela Jo Claes.

Guests: Ron Burke, Linda Burke, PJ Farrell, John McCabe, Diann Payne, Pauline Preston,  
Lanny Blodgett, & Shirley Riffle.

A quorum being present, the meeting was called to order at 6:33 p.m. by Board President Keith Swank.

**Motion: Margo Ulmer**

**2<sup>nd</sup>: Michael Boggs**

**Resolved, that the Board of Education approves the agenda of the Regular Meeting of June 27, 2012 as presented.**

**Voting Yes: 6**

**Motion Carried**

**Voting No: 0**

**Motion: Margo Ulmer**

**2<sup>nd</sup>: Michael Boggs**

**Resolved, that the Board of Education approves calling an executive session at 6:34 p.m. for the purpose of discussing the employment history of a particular person; a matter of public safety regarding the transportation and Maintenance Departments; collective negotiations with Naples Teachers' Association.**

**Voting Yes: 6**

**Motion Carried**

**Voting No: 0**

**Motion Denied**

**Time out of closed session: 7:00 p.m.**

Public Comment: None

Recognitions and Updates:

Superintendent Ward noted the District wanted to acknowledge and show appreciation to our retirees, Ron Burke, Pam Fahy, PJ Farrell, John Florian, Eugene Francis, Steve Marshall, Janice

Murphy, Gail Slocombe and Kendall Wilt, noting the retirees were honored at a retirement dinner on June 15<sup>th</sup>, stating the Board of Education wanted to thank the retirees for their years of service, noting the total number of years of service amongst these retirees is 199 years. Mrs. Ward stated at the June 15<sup>th</sup> retiree dinner, the retirees were presented with the District's traditional wooden bell engraved with their names and years of service. Superintendent Ward then acknowledged the retirees present at the Board of Education meeting: Pam Fahy, Ron Burke and PJ Farrell, presenting PJ with his retirement bell as he was unable to attend the retirement dinner.

Superintendent Ward stated Graduation was a beautiful day, and asked for feedback from the Board of Education regarding any changes they felt might be needed in the ceremony. The board members stated the ceremony went very well. Board Member William Kelly stated he felt it was a great ceremony however he thought it would be nice to move the ceremony back to the Town Hall as it was in years past, as there is much more shade provided there and he feels the backdrop is prettier at the Town Hall. Board President Keith Swank stated the switch from the Town Hall to the school lawn had occurred when there was work going on at the Town Hall and had not moved back. Superintendent Ward thanked Director of Technology, Rob Ringer for making the commemorative N's from the slabs of wood from the old maple tree, noting he does a great job.

Superintendent Ward stated they had turned the secondary building over to the contractors on Friday, June 22<sup>nd</sup>, adding the building has been prepped and abatement started on Tuesday, noting it is amazing how much work has already been done. Mrs. Ward added that the staff had done amazing work with end of year activities, setting up for graduation, moving High School offices to the Elementary building for the summer, and prepping the building to be turned over to the contractors, adding all the staff have been so cooperative and flexible, commending them for their patience and understanding through this construction process.

Superintendent Ward congratulated Head Bus Driver Seth Clearman on earning his certification for 19A training and evaluation. School Business Administrator Ann O'Brien stated in order to meet all of the rules and regulations for becoming a bus driver, you need a person with an Article 19A certification to train the drivers and maintain the 19A paperwork for the drivers, adding Seth has also obtained his School Bus Driver Instructor certification to train new bus drivers as well as instruct the annual refresher courses required for our current bus drivers, and in addition Mr. Clearman has gone above and beyond and received his certification in training the trainer; TCI certification; safety training and Supervisory Drug & Alcohol Awareness training, therefore we do not have to go outside the District to have the majority of our bus driver training each year.

Elementary Principal Kristina Saucke announced the June Students in the Spotlight, students who have been nominated by their teachers for consistently showing good character and good behavior:

## Regular Meeting

June 27, 2012

### Kindergarten:

Whitman Brown  
Kendra Hulbert  
Emma Northrop  
Dylan Aikey  
Keyera Lewis  
William T. Uhlen

### Grade 1:

Kristoffer Amadeo  
Luke Giovine  
Devin Shaw  
Caleb Socciarelli  
Charlie Grove  
Zoe Bolton

### Grade 2:

Jenne Gurnee  
Grayce Pierce  
Christopher Gonzalez

Jesse Gordon  
Alyssa Allen  
Austin Chapman

### Grade 3:

Carolelyn LaPrairie  
Chloe Wright  
Nicole Houghteling  
Sage Callaghan  
Angela Marks  
Lucy Harris  
Jonathan McGregor

### Grade 4:

Colton Smith  
Mysterie Hamman  
Erin Mull  
Phoebe Neubauer  
Ethan Ball

### Grade 5:

Benjamin Gordon  
Gavin Metzger  
Grace Cerneskie  
Adam Quarterman  
Elizabeth Maczynski  
John Bradley  
Egypt Lee  
Kevin Aikey

### Grade 6:

Griffin Brown  
Natalie Ayers  
Maeya Yeatman  
Ethan DeTurk  
Fennel Makepeace  
Alex Baader  
Zachery Miller

Superintendent Ward presented an overview and update regarding the public release of our aspirational performance measures and graduation rates as well as information on the Annual Professional Performance Review (APPR) and Student Learning Objectives (SLO's).

Superintendent Ward stated the Board of Education retreat is tentatively scheduled for Monday, August 20<sup>th</sup>.

Superintendent Ward then thanked Board President Keith Swank for his years of service to the District, and providing a vision for the District academically as well as for the facilities. 1st Vice President Michael Boggs thanked Mr. Swank, stating he had been a great president, noting he paid close attention to all of the details while serving as president of the board and wished him well in his retirement. Board President Keith Swank stated it had been great working with everyone, adding it was easy to lead as he had a great team.

Mr. Swank stated he was discouraged and disappointed with the fact that the statisticians at New York State Education Department have taken over the classrooms, wishing the board and administration luck in dealing with all of the new regulations.

Board Member William Kelly stated he would like to know how much it is costing the taxpayers for all of the state testing and training, noting if people knew how much it is costing the taxpayer perhaps it would be stopped.

Elementary Principal Kristina Saucke stated June was a busy month, noting the staff has gone above and beyond to get everything done before the end of the school year. Ms. Saucke stated the Elementary summer maintenance program will include reading and math support this year for 93 students (about 25% of the total Elementary population), thanking the Board of Education for continuing to support the transportation for students attending the summer program. Ms. Saucke stated the Elementary will also house the driver's education program; the summer recreation program; as well as temporarily housing the High School administration and office staff while work is being done in the High School building this summer. Ms. Saucke then noted the Kindergarten registration process was changed, adding the Kindergarten screening was done in June over a two day period; on August 28<sup>th</sup> the Elementary will hold a parent orientation for the Kindergarten students and for the first day of school they will have their bus ride and open house, thanking the staff for developing the new process. Ms. Saucke noted of the 53 students registered for the Kindergarten class, 32 have been in UPK so are already familiar with the school routine.

Secondary Principal Matthew Frahm highlighted the work the High School staff has done getting ready for the capital project, noting they are excited about the project however it has taken a crazy time of the year and made it crazier, noting the teachers worked hard to find storage areas and alternative areas to teach for some of the teachers; and the maintenance crew did a tremendous amount of work in preparation for the capital project as well as graduation.

Director of Pupil Personnel Nancy Meserve stated we had 126 students who were classified as having educational disabilities this year, noting we had an extraordinary success rate of about 95% for classified seniors graduating this year, adding that similar Districts in the WFL BOCES area had graduation rates of 27% and 39%. Mrs. Meserve stated 5% of students were declassified this year, so overall over 13% of students either received a diploma or no longer need special services. Mrs. Meserve stated there are 26 preschoolers registered for next year, noting the state has changed the regulation to allow 60 days instead of 30 to test and meet on preschool students after the start of the year. Mrs. Meserve noted the staff is very excited about the new 12:1:4 classroom in the Elementary building, adding the 6:1:1 classroom has done very well and will be full for the 2012-13 school year.

2nd Vice President Gail Musnicki reported for the Policy Committee, noting the committee had reviewed a number of policies and had decided to bring two of the policies to the board for their input, including the Attendance policy and the Student Use of Computerized Information. Ms. Musnicki stated the committee felt the principals should work with the building Shared Decision Making Teams and see what they would like in the attendance policy and then bring it to the district Shared Decision Making Team and then the policy committee will look at their suggestions. Board Member Mona Sage-Cardinale stated the board just wants the policy to reflect what the teachers feel would make the policy better. Superintendent Ward then asked if the board was in agreement with going ahead with the annual approval of the current attendance policy with the understanding that work will be done on the Shared Decision Making Teams in the fall regarding any modifications or adjustments to the policy. The Board of Education agreed

that would be the best process for reviewing the policy. Mrs. Musnicki then stated the new cell phone use policy has some conflicts with the present Student Use of Computerized Information Policy, adding with cell phone use there is potential for students to access inappropriate sites while on school grounds and they wanted to confirm with the board that the District would like to continue with the cell phone policy as it is. 1st Vice President Michael Boggs stated the students have each signed a form dictating the rules for cell phone use in the District and know the consequences of misusing this privilege. Board discussion followed pertaining to the topic with consensus that this policy should be reviewed and approved annually.

Audit Committee Report: Board Member William Kelly stated the District had done very well on the audit, noting that there are a couple of minor things that show up on a yearly basis that are because of our size and staffing, but overall we received very good grades and we are very pleased with the results.

**Motion: Gail Musnicki**

**2<sup>nd</sup>: Mona Sage-Cardinale**

**Resolved, that the Board of Education approves the minutes of the following meetings:**

**Regular Meeting of June 13, 2012**

**Voting Yes: 8 Motion Carried**

**Voting No: 0**

**Motion: Mona Sage-Cardinale**

**2<sup>nd</sup>: Gail Musnicki**

**Resolved, that upon the recommendation of the Superintendent, the Board of Education approves the contractual resolutions as presented.**

**Voting Yes: 8 Motion Carried**

**Voting No: 0**

- Resolved, that the negotiated Memorandum of Agreement between the CSEA and the Naples Central School District for the retirement of Typist Vickie Grove is approved as presented.
- Resolved, that the negotiated Memorandum of Agreement between the Naples Teachers' Association and the Naples Central School District for the purpose of establishing health insurance benefits for teachers who are being reduced to part-time status.
- Resolved, that the amended agreement between the Superintendent and the Naples Association of School Administrators for the period of July 1, 2012 through June 30, 2015 is hereby ratified.
- Resolved, that the agreement between the Superintendent and the Naples School Business Administrator for the period of July 1, 2012 through June 30, 2015 is hereby ratified.
- Resolved, that authorization is given for a Memorandum of Understanding between Naples Central School District and Alfred State College State University of New York to offer Math 1033: College Algebra at Naples Central School for the Fall 2012 semester, effective for the period from September 10, 2012 through January 25, 2013.

**Motion: Mona Sage-Cardinale**

**2<sup>nd</sup>: Michael Boggs**

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

**Voting Yes: 8**

**Motion Carried**

**Voting No: 0**

- Resolved, that 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 Newark Central School for Summer School Program Services from July 9, 2012 through August 17, 2012 at a rate of \$311.66/day.
- Resolved, that the Board of Education approves the Financial Risk Assessment report for the Year ended June 30, 2012 as presented by Raymond F. Wager, CPA, P.C., District Internal Auditor.
- Resolved, that upon the recommendation of Kimberle A. Ward, Superintendent of Schools, that the Tax Certiorari Reserve cap be adjusted to a limit not to exceed \$750,000.
- Resolved, that upon the recommendation of Kimberle A. Ward, Superintendent of Schools, that the unused portion of Tax Certiorari reserves, be returned to the General Fund for the year ended June 30, 2012.
- Resolved, that upon the recommendation of Kimberle A. Ward, Superintendent of Schools, the excess General Fund revenues over the expenditures for the 2011-2012 fiscal year exceeding the 4% limit may be transferred to the Capital Reserve Fund, the Retirement Contribution Fund, the Unemployment Fund, the Employee Benefit Accrued Liability Fund, and/or the Tax Certiorari Fund for the purpose of funding future obligations.
- Resolved, that upon the recommendation of Kimberle A. Ward, Superintendent of Schools, that the Retirement Contribution Reserve be adjusted to a limit not to exceed \$1,500,000.
- Resolved, that upon the recommendation of Kimberle A. Ward, Superintendent of Schools, authorization is given for the cash transfer of up to \$1,000,000, for the year ending June 30, 2012, for the purpose of temporary financing, from the General Fund to the Capital Fund to cover expenses related to the Phase 2a Capital Project, to be returned to the General Fund upon the issuance of notes for the Phase 2 Capital Project.
- Resolved, that approval be given to establish the following prices for the Naples Central School District Breakfast/Lunch Program:
  - Breakfast: \$1.25
  - Lunch: Elementary \$1.75
  - High School \$2.00
- Resolved, that the Board of Education approves the Treasurers' Report for the month ending May 2012.
- Resolved that the Board of Education approves the following Budget Transfers:
  - \$518.68 from Account 233016002 to Account 233015002
  - \$12,548.47 from Account 261015000000 to Account 2250150002001
  - \$9,709.14 from Account 261015000000 to Account 2250150002010
  - \$3,775.49 from Account 261015000000 to Account 2610160000000
  - \$45.16 from Account 261015000000 to Account 2610161000000
  - \$19,527.00 from Account 261015000000 to Account 2250150002002
  - \$287.76 from Account 2815160000000 to Account 2815161000000

\$1,954.00 from Account 2815160000000 to Account 2250163000000  
\$4,196.00 from Account 7140150000000 to Account 2250163000000  
\$2,399.00 from Account 9060800000003 to Account 2330150010000  
\$5,700.00 from Account 9060800000003 to Account 2250150002002

To cover negative balances in payroll.

\$45,209.70 from Account 2250400000000 to Account 2250160002002  
\$68,522.00 from Account 9020800000000 to Account 2820150000000  
\$50,000.00 from Account 9060800000000 to Account 9089800000000  
\$40,000.00 from Account 1420400000000 to Account 9089800000000  
\$20,000.00 from Account 1620200000000 to Account 9089800000000  
\$66,000.00 from Account 1620464010000 to Account 9089800000000

To cover transfers for end of year salaries and retirement bonus.

- Resolved, that the Board of Education approves the following textbook: LabSim for use in A+ Computer Technology through FLCC.
- Resolved that authorization be given for the textbooks, unusable calculators, and library books as listed (List attached) be marked for deletion, to be declared surplus property and approval given to discard the items as per Policy 5250.
- Resolved, that authorization be given to declare the three (3) tennis court nets from the old tennis courts as surplus property and to donate the surplus property to the Town of Bristol for use on the Levi Corser Memorial Park Tennis Courts.

**Motion:** Michael Boggs

**2<sup>nd</sup>:** Margo Ulmer

**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: 8 Motion Carried**

**Voting No: 0**

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

Amanda Jennejohn, to a probationary term of three years beginning on August 29, 2012 and expiring on June 30, 2015 as 0.5 FTE Music Teacher, effective August 29, 2012, – June 30, 2013. The certification area and status is Music Pre-K-12, Initial Salary for this position will be Step 1 of the 2012-2013 Distribution Schedule – 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 following appointments Summer Program appointments:

Regular Classroom Summer Program Teachers, salary as per negotiated agreement:

Alinda Pridmore  
Angela Lynk  
Betsy Butler

Jean Becker  
Jeff Liebentritt

Regular Classroom Summer Program Teacher Aides, salary as per negotiated agreement:

Melinda Foster  
Pauline Preston

Diann Payne  
Evelyn Letta

Kathy Potter  
Deborah Allison

Darlene Patterson

Regular Classroom Summer Special Education Program Teachers, salary as per negotiated agreement:

Kyle Inda  
Mary Phillips  
Jerry Bay

Regular Classroom Summer Special Education Program Teacher Aide:

Laurie Wight  
Tracey Neidert  
Kathleen McDonald

Regular Classroom Summer Speech and Language Pathologist substitute, at a rate of \$35.00/hour: Cathleen Ringer

Summer Program Nurse: Kelly VandeSande

Summer Program Psychologist: Tammy Matthews

Summer Program substitutes as needed:

Priscilla Crawford	Barbara Hawks
Celeste Elliott	Brenda Boylan
Katie Infantino	Sarah Waltman
Kayc Cass-Northrop	Cindy Domm
Greta Bruen	Elizabeth Bell
Jeanne Black	Suzanne Frazer
Brian Battle	Edgar Brown
Rebecca Slade	

Summer Program Bus Drivers:

Daniel Buczek	Seth Clearman
Sandra Houghtaling	Robert Hunt
David Zona	Brenda Johnson

Summer Program Bus Monitors:

Lois Buczek	Paula Barber
Lyndsey Bjork	LaDonna Goodwin
Shirley Riffle	

- Resolved, that the Board of Education approves summer hours as follows:

Sarah Shainfeld: Eight (8) hours

Marie Bell: Seven hours per day from July 2, 2012 through July 31, 2012

Anneke Radin-Snaith: Up to forty hours at a rate of \$30/hr.

Colleen Betrus: Up to twenty hours at a rate of \$30/hr.

**Regular Meeting****June 27, 2012**

- Resolved, that the Board of Education approves the following Extra-Curricular appointments for the 2012-2013 School Year:

<b>SPECIAL ASSIGNMENT</b>	<b>LAST NAME</b>	<b>FIRST NAME</b>
Elementary Student Council	Infantino	Kathleen
Elementary Student Council	Liebentritt	Jeffrey
Naples Corner Store	Brown	Mathew
Popcorn Sales Club	Kreuger	Priscilla
Steel Pan Band	Stover	Jack

- Resolved, that the Board of Education approves the following Department Chairpersons for the 2012-2013 School Year:

<b>SPECIAL ASSIGNMENT</b>	<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>SPECIAL ASSIGNMENT</b>	<b>LAST NAME</b>	<b>FIRST NAME</b>
Fine Arts	Bariteau	Philip	UPK-2	Dormer	Elizabeth
Elementary Special Education	Kreuger	Priscilla	Grades 3-4	Arsenault	Christine
Physical Education K-12	Robinson	Karen	Grades 5-6	Liebentritt	Jeffrey

- Resolved, that the Board of Education approves the request of Anne P. Murray, Teacher Aide, for an unpaid family leave of absence of two weeks, anticipated delivery date August 19, 2012, commencing from the end of her pregnancy related disability leave, with benefits continuing throughout her leave as per the family medical leave act.

**Motion:**        **Mona Sage-Cardinale**

**2<sup>nd</sup>:**            **Gail Musnicki**

**Resolved, that the Board of Education hereby approves the following list of Substitutes Appointments:**

<u>Name</u>	<u>Position</u>	<u>Address</u>
Robert Hunt	Building Maintenance Mechanic	9342 New Galen Rd, Cohocton, NY 14826
Amanda Jennejohn	Teacher	3609 Main Street, Walworth, NY 14568
Lita Hazlett	Bus Driver	6880 Hackberry Lane, Naples, NY 14512

**Voting Yes: 8**

**Motion Carried**

**Voting No: 0**

**Regular Meeting**

**June 27, 2012**

**Motion: Margo Ulmer**  
**2<sup>nd</sup>: Michael Boggs**

**Resolved, that the Board of Education approves calling an executive session at 8:52 p.m. for the purpose of discussing the employment history of a particular person.**

**Voting Yes: 8 Motion Carried**  
**Voting No: 0**

**Time out of closed session: 9:26 p.m.**

**Motion: Michael Boggs**  
**2<sup>nd</sup>: John Murphy**

**There being no further business, the Regular Meeting of June 27, 2012 is hereby adjourned at 9:27 p.m.**

**Voting Yes: 8 Motion Carried**  
**Voting No: 0**

Dated this 27<sup>th</sup> day of June, 2012



Pamela Jo Claes  
District Clerk