

**BOARD MEETING:** Regular  
**DATE:** Wednesday, February 16, 2011  
**TIME:** 5:45 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 February 16, 2011 (Board Action)

IV. Executive Session (Board Action)

- The employment history of a particular person or persons.
- The discussion of a student's records which is a matter made confidential by federal law.
- Collective negotiations with the teacher's union

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.

VII. Superintendent Recognitions & Updates

- Counselor Appreciation (Bill Murphy and Monica Kastner)
- New Course presentations (Katie Herman & Katie Johnson)
- Budget Update
- Pothole Update
- Clock & Electric on Tower
- Calling Snow Days

VIII. Board Reports

- Facility Committee
- Budget Committee
- Policy Committee
- BOCES Board Meeting

IX. Administrator Reports

- Alan Moore, Elementary Principal
- Kristina Saucke, Director of Pupil Personnel
- Matthew Frahm, Secondary Principal
- Eric Cotton, Student Representative to the Board of Education

X. Minutes (Board Action)

- Regular Meeting of January 19, 2011

XI. Business/Finance (Board Action)

- District Calendar for 2011-2012
- Financial Reserve Plan Document
- Transportation Contract
- Donation
- Library Book discards
- Modify Budget Calendar
- Budget Transfers – Information Only
- Budget Status Report - Information Only
- Ontario County Agreement for Tax Bill Preparation
- Steuben County Agreement for Tax Bill Preparation

XII. Student Issue (Board Action)

XIII. Curriculum & Development (Board Action)

- Course Approval: Child Development & Psychology
- Course Approval: Printmaking

XIV. Team of One (Board Action)

XV. Use of Facilities (Board Action)

XVI. Policy Reading (Board Action)

- |                 |                 |                 |                 |                 |
|-----------------|-----------------|-----------------|-----------------|-----------------|
| • Policy # 1334 | • Policy # 2130 | • Policy # 5574 | • Policy # 7221 | • Policy # 8330 |
| • Policy # 1336 | • Policy # 4212 | • Policy # 5688 | • Policy # 7222 | Eliminate:      |
| • Policy # 2110 | • Policy # 5410 | • Policy # 6170 | • Policy # 7540 | • Policy # 2110 |
| • Policy # 2120 | • Policy # 5510 | • Policy # 7130 | • Policy # 8320 | • Policy # 2130 |

XVII. Personnel (Board Action)

- Support
- Unpaid Leave
- Instructional
- Resignation: Drum Line Instructor
- Appointment: Drum Line Instructor

XVIII. Contractual Agreements (Board Action)

- CSEA – Memorandum of Agreement: Computer Services Assistant - Flex Time

XIX. Consent Agenda Items (Board Action)

- CSE/CPSE Recommendations
- Per Diem Substitutes
- Volunteers

## Regular Meeting

February 16, 2011

Minutes of a Regular Meeting of the Board of Education of Naples Central School held on Wednesday, February 16, 2011 at 5:45 p.m. in the Naples Elementary Cafeteria.

Members Present: Michael Boggs – Arrived at 6:30 p.m. Gail Musnicki  
Joseph Callaghan – Arrived at 6:30 p.m. Mona Sage-Cardinale  
Eric Cotton – Arrived at 7:00 p.m. Keith Swank  
Barbara Howard Margo Ulmer  
John Murphy

Members Absent: William Kelly

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

Guests: Dahl Schultz, Judy DiRaddo, Shirley Riffle, Sue Kingsbauer, Lynda Pownall-Carlson, Madisen Kelly-McCabe, John McCabe, Mark Donadio, Katie Herman, Katie Johnson, Monica Kastner, Sarah Shainfeld, Bill Murphy, Mathew Brown, Chris Arsenault and Jim Barbour.

A quorum being present, the meeting was called to order at 5:50 p.m. by Board President Keith Swank.

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

Resolved, that the Board of Education approves calling an executive session at 5:50 p.m. for the purpose of discussing the employment history of a particular person or person(s), the discussion of a student's records which is a matter made confidential by federal law and collective negotiations with the teacher's union.

Voting Yes: 6 Motion Carried  
Voting No: 0

Time out of closed session: 7:02 p.m.

**Motion:** Michael Boggs  
**2<sup>nd</sup>:** Barbara Howard

Resolved, that the Board of Education approves the agenda of the Regular Meeting of February 16, 2011 as presented.

Voting Yes: 8 Motion Carried  
Voting No: 0

### Public Comment:

Guest Judy DiRaddo commented that over the past ten years the school enrollment has declined 15.1%, and the budget has increased 48.79%, requesting that the board keep those figures in mind when developing the 2011-12 budget. Ms. DiRaddo asked what type of guarantee the school has that New York State will give the school the 65% state aid able money (\$14,000,000)

to offset the \$21 million for the proposed Phase II project, asking if the state runs out of money and does not pay 10, 20 or 30% of the promised aid who is responsible for that portion of the money needed to pay for construction costs?

**Superintendent Recognitions & Updates:**

Superintendent Ward stated they would be starting with a very special recognition, noting that last week was National School Counselor Appreciation week and they wanted to take the time to recognize our counselors from the secondary building. Secondary Principal Matthew Frahm introduced Mr. Bill Murphy and Mrs. Monica Kastner, stating he remembered when he was in High School and the guidance counselor was someone you met with once a year and you were slotted into different courses you were taking. Mr. Frahm added that our counselors excel at that and stated that it is not easy to put together a great master schedule in a school our size where you have a lot of singleton courses, commenting that scheduling is just the tip of the iceberg with regards to what our counselors do, explaining that Mrs. Kastner works with 7<sup>th</sup> through 9<sup>th</sup> grade students and a lot of her time isn't spent just as department chairperson or doing budgeting things but it has been really working with students on different issues they are going through as they are coming into a new building and going through adolescence and dealing with all of those changes that are taking place in their lives. Mr. Frahm stated that Mr. Murphy still deals with some of that in grades 10 through 12 however a lot of his focus is on getting students ready for college, career or military, adding it is telling that when he goes to meetings there are things that put him with Monroe County schools along with the best of the best, for example this past year Mr. Murphy started Naples Central School using a program called Naviance, which is an electronic college and scholarship application process, adding that we are the only school in the area that is using that system and that type of forward thinking is representative of our counseling department. Principal Frahm also stated that in different schools that he has been in, and in talking to different schools, if any school any size had one person of their quality, they would be lucky, and Naples has two, commenting that Mr. Murphy and Mrs. Kastner are an incredible asset to this school district, adding his congratulations and thanks for everything they do at Naples Central School. Director of Pupil Personnel Kristina Saucke then stated we are very fortunate to have a school full of wonderful, wonderful employees, but for her, to have two people who make her life easier every single day is just a gift, adding that she is so grateful not just for herself but for our students, faculty and families, that Naples Central School has both of them here, thanking Mr. Murphy and Mrs. Kastner. Mr. Frahm presented certificates to both Mr. Murphy and Mrs. Kastner.

Secondary Principal Frahm introduced Katie Herman, Family & Consumer Sciences teacher, and Katie Johnson, High School Art Teacher, and presented information on the two proposed courses, Child Development & Psychology and Printmaking. A period of questions and answers by the Board of Education followed pertaining to the proposed courses.

Superintendent Ward presented a potholes update, stating that Director of Facilities and Operations Steve Draxl had reported that he and his staff were watching the potholes, temporarily filling the potholes with gravel as needed until the weather gets warm enough to use asphalt for a more permanent repair.

Superintendent Ward stated the next topic was the proposal to put a clock and electricity on the tower at the High School, adding that the cost would be expensive, asking for guidance from the Board of Education as to how they feel about that expense at this time. Board Member Joseph Callaghan stated he had looked into up-lighting the tower and he felt it could be done relatively inexpensive way, with LED, low voltage lights, which are very easy to install, have a long life and use minimal electricity, estimating the cost would be approximately \$2,500. Board President Keith Swank stated that the current security lights do throw some light onto the tower. 1st Vice President Michael Boggs asked Board Member Joseph Callaghan which way he felt would be the way to go, lights on the tower or on the ground. Mr. Callaghan stated he felt that lights on the tower would be the most effective. Board Members Joseph Callaghan and Mona Sage-Cardinale concurred that lights on the ground would be subject to vandalism. Board Member Margo Ulmer stated that at this time we really have to look at an expense like that, and an expense of that magnitude for putting a clock on the tower may not be the right time. Board Members Gail Musnicki, Keith Swank, and Mona Sage-Cardinale agreed and Ms. Sage-Cardinale stated she felt it was a frill that could wait. Mrs. Ward asked if the board felt they should wait for both the clock and lights and the board agreed. Board Member Barbara Howard stated they should wait and see what goes on as we go through the budget cycle.

Superintendent Ward commented on calling snow days, stating it is probably the worst part of her job and described how she agonizes over the decision, getting up very early to talk with our highway supervisors several times; going back and forth with Transportation Supervisor Rocky Dean; considering the number of snow days we have had and the impact on working parents when we have school delays, stating that once the decision is made the phone trees are activated to the administrators and staff, the ConnectEd message is activated, and the radio and telephone stations are called, adding it is a collaborative decision with those who are the experts and who are out on the roads, commenting that on behalf of the Board of Education her first and foremost concern is to make sure that our students, staff and families are safe on the roads.

Superintendent Ward commented on the Governor's budget proposal, stating that the 2% cap is still out there, adding that it has not been approved yet but it is something that the school needs to plan for, commenting that as a board, looking at the statistics of the surrounding school districts and BOCES, that our commitment has been to keep the tax levy as low as possible, knowing that it is a tough economy for our families. Mrs. Ward stated that when we look at the 2% cap the board is already maintaining a 2% cap, but as we look at the 2% cap in combination with the loss of state aid, we will need some type of mandate relief from the state, adding the budget process will be painful but it will put us back on track here in New York State.

School Business Administrator Ann O'Brien presented the budget update in the form of a power point presentation, discussing the Governor's presentation of the Executive Budget; the inequities of the allocation of state aid; the property tax cap; the impact of the Governor's budget on Naples; Federal Stimulus money; a general budget draft; the next steps in developing the final budget for the Budget Committee, Board of Education, administrators and stakeholder groups; strategies to reduce the budget gap; and the potential impact of the proposed capital project. A period of questions, answers and discussion followed pertaining to the information presented.

**Facility Committee Report:**

1st Vice President Michael Boggs reported that the Facility Committee met on February 8<sup>th</sup>, stating that the candidates for construction manager have been notified that the school will not be making any selection until we know the outcome of the proposed capital project vote on March 22<sup>nd</sup>. The committee reviewed the brochure to be sent out regarding the upcoming vote, making changes to represent the updates for the new proposed capital project, noting that the board would like the get the brochure out at the beginning of March. Mr. Boggs stated there will be two public forums, on the 10<sup>th</sup> and 14<sup>th</sup> of March, commenting that the committee would be meeting on March 7<sup>th</sup> to put together the material to be presented at each of the forums.

**Budget Committee Report:**

2nd Vice President Barbara Howard stated that School Business Administrator Ann O'Brien has done a really good job getting the preliminary budget together, adding that the budget committee has taken a look at the 2<sup>nd</sup> draft and they are looking at the different items mentioned in the power point presentation in terms of taking a look at reserves, trying not to have layoffs and looking at ways to do that in a fiscally judicious process, adding there is a slight modification to the budget calendar which is on the agenda for approval tonight.

**Policy Committee Report:**

Board Member Gail Musnicki stated there are seventeen updated policies on the agenda for approval, adding at the next policy meeting they will be discussing policies regarding the following: the reserve fund; Response to Intervention (Rti); independent study; school food service; emergency school closing; and corporate scholarships.

**BOCES Board Meeting Report:**

Board Member Mona Sage-Cardinale stated that WFL BOCES feels it is in a fiscally traumatic area, as BOCES realizes that Districts will probably be pulling back a number of students due to funding cuts, therefore they are leaning a lot towards adult education programs as New York State is offering money towards training of displaced workers, therefore they are developing an alternative energy program with windmills and solar energy which will be available to adults only.

**Administrative Reports:**

Elementary Principal Alan Moore stated it is a busy time of year at the Elementary school and they are already registering Kindergarten students for the 2011-12 school year, adding the Naples school Association (NSA) sponsored a Red Cross Safe at Home program, commenting this was the first time they had tried collaborating with the Red Cross at the school and they had twenty-one students participate in the program, an excellent turn-out.

Director of Pupil Personnel Kristina Saucke stated the TCI training has been completed and it was a very nice cross-section of staff from both the Elementary and High School, with teachers, classroom aides, a nurse, and a bus monitor as well. Ms. Saucke extended a huge thank you to Elementary Principal Alan Moore and School Psychologist Brian Meteyer because five days of training individuals in the TCI program on top of their normal job duties was a tremendous

amount of extra work, also thanking Secondary Principal Matthew Frahm, Superintendent Ward and School Administrator Manager Paul Giovine for working together to cover the Elementary building during the training.

Board Member Mona Sage-Cardinale asked if the school would now have focus or time-out rooms as part of the TCI process. Ms. Saucke stated the goal of TCI training is to train people in a way of working with children so you never get to the point where you have to physically intervene with a child, learning how de-escalate a situation, and creating a safe environment, continuing the District philosophy that we do our best to keep our students here at Naples if we can do so safely.

Secondary Principal Matthew Frahm announced the annual Mary Griffith Merritt Chocolate Party was held on Valentine's Day in honor of former Business & Technology Teacher Mary Griffith, adding that in February when it is cold and windy and icy, it was very nice in the afternoon to go into the Library conference room and have a whole table of goodies and chocolate in a very nice atmosphere with table clothes and decorations set up. Mr. Frahm commented that for new people it was a really nice opportunity to learn about somebody who had given a huge part of her life to Naples and Naples students, and for folks who had retired or had taught at Naples for a while it is one of those special things that marks an academic year, adding it tells you a lot about the culture of a place, so it was a pretty neat time. Superintendent Ward recognized Board Member Margo Ulmer for her contribution of yummy baked goods at the Chocolate Party.

Student Board Representative Eric Cotton stated second semester had just started therefore there are schedule changes and a lot more chaos. Eric announced that the Naples Ski Team had sectionals over the past weekend, with both the guys and girls teams doing fairly well, adding the guys had finished 7<sup>th</sup> out of 20 and the girls had finished 3<sup>rd</sup> out of 16, commenting that the team had lost several vital seniors last year so for the team to rebound like that was very solid. Mr. Cotton stated his English class would be doing a critical analysis paper on the Heart of Darkness, adding that all of the AP classes will be kicking into gear now, putting on a lot more work so they can get to the review for the AP exams which are usually in the beginning of May or the end of April, which is a lot of stress for anyone who is taking more than one advanced placement course. Eric stated practice is picking up for the school musical Annie Get Your Gun, noting that the set construction has begun which is usually an indication that practice needs to get serious. Mr. Cotton also noted that volleyball intramurals have started, adding it is a great stress reliever, and the winners get to play against the teachers.

**Motion:** Barbara Howard

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

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

Regular Meeting of January 19, 2011

Voting Yes: 8

Motion Carried

Voting No: 0

**Motion:** Mona Sage-Cardinale

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

Resolved, that the Board of Education approves the following Business/Financial resolution as presented:

- Resolved that the 2011-2012 Naples Central School District Calendar is hereby approved as presented.
- Resolved that the Naples Central School District Board of Education Financial Reserve Plan Document for the fiscal year July 1, 2010 – June 30, 2011 is hereby approved as presented.
- Resolved that Mitchell and Mary Record are hereby approved to enter into a contract for the purpose of providing transportation for the children of Naples Central School District for the period of February 28, 2011 and to end June 30, 2011 at the rate of \$40.00 per day.
- Resolved that approval be given to accept the gift of an Alto Saxophone and fifty-two (52) Naples Central School District Yearbooks from the family of Lois Vierhile.
- Resolved that approval be given for the discard of books that have been deleted from the High School library's catalog. (List attached)
- Resolved that the 2011-2012 Budget Development Calendar is hereby modified as presented.
- Resolved that approval be given for participation in the intermunicipal cooperation agreement with Ontario County for services in connection with school districts for provision of school tax bill preparation services.
- Resolved that approval be given for participation in the intermunicipal cooperation agreement with Steuben County for services in connection with school districts for provision of school tax bill preparation services.

Voting Yes: 8

Motion Carried

Voting No: 0

**Motion:** Mona Sage-Cardinale

**2<sup>nd</sup>:** Joseph Callaghan

Resolved that the Board of Education accepts the appeal, with modifications, regarding the student disciplinary hearing of a specific student.

Voting Yes: 7

Motion Carried

Voting No: 1 – Margo Ulmer

2nd Vice President Barbara Howard clarified that approving the proposed new courses is with the understanding that we watch enrollment and the approval does not necessarily mean the course will be run.

**Motion:** Michael Boggs

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

Resolved, that the Board of Education approves for the addition of the following High School Courses:

- Child Development and Psychology: ½ Unit; 20 weeks / 5 periods per week
- Printmaking: ½ Unit; 20 weeks / 5 periods per week

Voting Yes: 8

Motion Carried

Voting No: 0

**Motion:** Barbara Howard

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

Authorization is given for the following Naples Central School District students to participate with the Bloomfield Central School Track Team as a Partial Team (formally referred to as Teams of One) during the 2010-2011 School Year:

David Boise - Coach: Bob Arthur, Bloomfield Central School

Theodore Fisher - Coach: Bob Arthur, Bloomfield Central School

Taylor Chapman - Coach: Bob Arthur, Bloomfield Central School

Adria Denome - Coach: Jeanine Pestle, Bloomfield Central School

Brenna Kunzler - Coach: Jeanine Pestle, Bloomfield Central School

Samantha Rathbun - Coach: Jeanine Pestle, Bloomfield Central School

Voting Yes: 8 Motion Carried

Voting No: 0

**Motion:** Barbara Howard

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

Resolved, that the Board of Education approves the following use of facilities request:

The Spring Ahead Artisan Showcase, sponsored by Grape Moments and the School of the Holy Childhood, for use of school parking facilities at the Elementary and High School, beginning May 21, 2011 after 5:00 p.m. through May 23, 2011.

Voting Yes: 8 Motion Carried

Voting No: 0

**Motion:** Barbara Howard

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

- Resolved, that the Board of Education, upon recommendation of the Policy Committee, with no second required as per Policy #1410, hereby approves the following Policies:

- Policy # 1334 – Duties of the External (Independent) Auditor

- Policy # 1336 – Duties of the Extracurricular Treasurer

- Policy # 2120 – Board Member Training

- Policy # 4212 – Naples Central School District Organizational Chart

- Policy # 5410 – Purchasing

- Policy # 5510 – Accounting of Funds

- Policy # 5574 – Medicaid Compliance Program Policy

- Policy # 5688 – Fire and Life Safety Hazards

- Policy # 6170 – Safety of Students (Fingerprinting Clearance of New Hires)

- Policy # 7130 – Entitlement to Attend – Compulsory Attendance Age

- Policy # 7221 – Early Graduation

- Policy # 7222 – Credential Options for Students with Disabilities

- Policy # 7540 – Suicide

- Policy # 8320 – Objectives for the Selection of Instructional Materials for the School Library Media Center

- Policy # 8330 – Challenged Materials Policy

- Resolved, that the Board of Education, upon recommendation of the Policy Committee, with no second required as per Policy #1410, hereby approves the elimination of the following Policies:

- Policy # 2110 – Orienting New Board Members

- Policy # 2130 – Board Member Training on Financial Oversight, Accountability and Fiduciary Responsibilities

Voting Yes: 8 Motion Carried

Voting No: 0



**Motion:** Michael Boggs

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

Resolved, that the Board of Education approves the following personnel items:

Support:

Resolved, that the Board of Education approves the following requests for unpaid leave, not to set precedence:

- Lou Ann Pridmore – January 24, 2011 for 2 hours & February 1, 2011 for 4.5 hours
- Kelly VandeSande – March 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, and 7<sup>th</sup>, 2011
- Deborah Wordingham – March 7, 2011 through March 11, 2011

Instructional:

Resolved, that the Board of Education accepts the resignation of Philip Bariteau, as Drum Line Instructor for the 2010-2011 School Year.

Resolved, that the Board of Education approves the following appointments for 2010-2011 Spring Advisor:

SPECIAL ASSIGNMENT	FIRST NAME	LAST NAME
Drum Line Instructor	Barrett	Grachus

Voting Yes: 8

Motion Carried

Voting No: 0

**Motion:** Barbara Howard

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

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

- a. 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.
- b. Resolved, that the Board of Education approves the following Volunteers at Naples Central School District:

<u>Name</u>	<u>Position</u>	<u>Address</u>
Randy Stephens	Marching Band Instructor	5217 Blodgett Road, Naples, NY 14512
Caleb DeGroote	Marching Band Instructor	4550 Ridge Road, Canandaigua, NY 14424

- c. Resolved, that the Board of Education hereby approves the following list of Substitutes Appointments:

<u>Name</u>	<u>Position</u>	<u>Address</u>
Dianna Lynn Gregg	Teacher	4861 State Rte 64, Canandaigua, NY 14424
Brian Hirsh	Teacher	1795 Upper Hill Dr., Middlesex, NY 14507
Troy Duerr	Teacher	PO Box 462, Naples, NY 14512
Shannon Gibbs	Teacher	73 Monroe Street, Honeoye Falls, NY 14472
Laurie Wagner	Teacher Aide	7148 Eelpot Road, Naples, NY 14512
Laurie Wagner	Cafeteria Monitor	7148 Eelpot Road, Naples, NY 14512
Cassondra Drum	Teacher Aide	7192 Snyder Road, Bath, NY 14810
Cassondra Drum	Cafeteria Monitor	7192 Snyder Road, Bath, NY 14810
LaDonna Goodwin	Teacher Aide	4749 Route 245, Naples, NY 14512
LaDonna Goodwin	Cafeteria Monitor	4749 Route 245, Naples, NY 14512
Thomas Baker	Bus Driver	6087 Dana Shores Dr., Honeoye, NY 14471

Voting Yes: 8

Motion Carried

Voting No: 0

Board Member John Murphy commented on the volunteer Marching Band Instructors, stating that Randy Stephens is a Naples graduate and also a graduate of the music program at Mansfield University, and Caleb DeGroote has been with the Naples Drum Line program and is internationally known for Drum Line and is a graduate of Binghamton University, adding Naples is very lucky to have two very high quality people helping with the Marching Band.

**Motion:** Barbara Howard

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

Resolved, that the Board of Education approves calling an executive session at 8:22 p.m. for the purpose of discussing the employment history of a particular person or person(s).

Voting Yes: 8 Motion Carried

Voting No: 0

Time out of closed session: 9:13 p.m.

**Motion:** Barbara Howard

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

There being no further business, the Regular Meeting of February 16, 2011 is hereby adjourned at 9:14 p.m.

Voting Yes: 8 Motion Carried

Voting No: 0

Dated this 16<sup>th</sup> day of February, 2011

Pamela Jo Claes

District Clerk