

BOARD MEETING: Regular
DATE: Wednesday, November 2, 2011
TIME: 6:30 p.m.
PLACE: Naples High School Auditorium

- I. Meeting Called to Order
- II. Roll Call
- III. Adopt the Agenda of the Regular Meeting of October 5, 2011 (Board Action)
- IV. Executive Session (Board Action)
 - To hear the appeal of an employee grievance.
- 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
 - Board of Education Appreciation
 - Capital Project Updates
 - Project Financing – Bernie Donegan
 - Property Tax Cap Overview
 - APPR Overview and Updates
 - NYSSBA Convention
- VIII. Minutes (Board Action)
 - Regular Meeting of October 19, 2011
- IX. Business/Finance (Board Action)
 - Bank Reconciliation Reports
- X. Approve or deny grievance appeal (Board Action)
- XI. Personnel (Board Action)
 - Support
 - Leave of Absence: Brink-Willis
 - Instructional
 - Resignation: Teacher, Special Education – 0.5 FTE
 Swim Team – Diving Coach
 - Appointment: Swim Team – Diving Coach
- XII. Consent Agenda Items (Board Action)
 - Substitutes
- XIII. Executive Session (Board Action)
 - Personnel
 - Student Residency

Regular Meeting

November 2, 2011

Minutes of a Regular Meeting of the Board of Education of Naples Central School held on Wednesday, November 2, 2011 at 7:01 p.m. in the Naples High School Auditorium.

Members Present: Michael Boggs Gail Musnicki
Joseph Callaghan Allison Plante
Barbara Howard Keith Swank
John Murphy Margo Ulmer

Members Absent: William Kelly Mona Sage-Cardinale

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

Guests: Diann Payne, Shirley Riffle, John McCabe, Dahl Schultz, Matthew Green, Vic Tomaselli, Kurt Vater, Todd LaBarr, Karen Moon, and Bernie Donegan.

A quorum being present, the meeting was called to order at 6:31 p.m. by Board President Keith Swank.

Motion: Barbara Howard
2nd: Margo Ulmer

Resolved, that the Board of Education approves the agenda of the Regular Meeting of November 2, 2011 as presented.

Voting Yes: 7 Motion Carried
Voting No: 0

Motion: Gail Musnicki
2nd: Barbara Howard

Resolved, that the Board of Education approves calling an executive session at 6:32 p.m. for the purpose of hearing the appeal of an employee grievance.

Voting Yes: 7 Motion Carried
Voting No: 0

Time out of closed session: 7:05 p.m.

Public Comment:

Guest Diann Payne presented information on the Name the Eagle Contest through the Finger Lakes Cultural and Natural History Museum and encouraged the school to participate in the contest, noting the winner's school will be rewarded with a special program and visit from a live bald eagle. Mrs. Payne added that the Museum offices are currently located in the Branchport Elementary School however the Finger Lakes Museum will be located in Keuka State Park, noting that Phase I of the museum will be to develop educational classrooms at Branchport Elementary School and Phase II will be to develop a walk-through aquarium.

Guest John McCabe inquired about the following: How late the lights are on at the tennis courts; What design features will be incorporated into the proposed sign in front of the High School to protect it from the elements and potential vandalism; When the District reviewed designs for the proposed sign, how were the companies who provided designs contacted. Board President Keith Swank stated his questions would be answered during the capital project presentation.

Superintendent Updates:

Superintendent Ward acknowledged the Board of Education noting that October 31st through November 4th is Board of Education Appreciation Week adding the District is very appreciative and values the hard work the Board of Education provides to help do what's best for the children of the Naples Central School District. Mrs. Ward stated they had their 3rd annual board appreciation dinner prior to the evening's board meeting, once again thanking the board for all that they do for the District.

Board President Keith Swank thanked the Mrs. Ward and the Administrative team for the delicious dinner.

Mrs. Ward introduced Bernie Donegan and Karen Moon, Municipal Finance advisors from Bernard P. Donegan, Inc.; Kurt Vater and Vic Tomaselli from SEI Design; and Construction Manager Todd LaBarr from Watchdog Building Partners, LLC, stating they would be giving us an update on the Phase 1a construction project as well as the proposed Phase IIA and IIB budget.

Superintendent Ward stated the tennis court lights are programmed to be able to be manually turned on from sundown to 11:00 p.m. noting the lights will stay on for two hours once they are turned on. Mrs. Ward stated the lights will be turned completely off during the winter months, adding they have been very pleased with the computerized program regulating the lights.

Mrs. Ward stated the District is working with SEI to develop a design for the proposed sign at the front of the High School noting that they would ask SEI how to protect the sign from the elements, adding the District has not talked with any vendors regarding the sign. Mrs. Ward stated once the design is complete the District would put the project out for bids.

Construction Manager Todd LaBarr stated Phase 1a is in the process of winding up, with a few punch list items left to be taken care of by the contractors, noting that he and Kurt Vater of SEI Design are scheduled to meet Thursday morning to go through the final changes in allowance draws so that they can get the allowance authorizations out to the contractors for their final billings, adding for the most part the work is substantially complete and they are pretty pleased with the work that has been completed for the District. Superintendent Ward stated she had shared with the board that there will hopefully be some moneys left to complete some additional projects being reviewed by the facilities committee. Mr. LaBarr stated there would be between \$14,000 and \$16,000 remaining for use on additional work such as asbestos abatement and door repair at the Elementary building, noting once the abatement work is completed over Thanksgiving break then they will know what other projects they may be able to complete with the remaining funds.

Mr. LaBarr stated they had completed a preliminary estimate on the overall Phase II project, noting that based on the preliminary design the project is falling within budget, adding now that the Phase IIA has been developed further, they have completed a second estimate and that is also falling within budget so they are comfortable moving forward with Phase IIA. Mr. LaBarr stated he had met with SEI and done some coordination to talk about scoping and how the contracts would be broken up, what work will be performed, as well as how and when the work will be done, adding they are looking at what temporary facilities will need to be used during the construction such as the temporary District office, noting they will be working on phasing and scheduling the work. Mrs. Ward stated that the District had determined the most appropriate location for the temporary District office trailer would be on the back side of the Elementary building, noting they are currently looking at relocating the maintenance department and finding

a home base for the construction management company and construction manager which will be an accommodating location as well as a place that will allow them to easily oversee the project. Mr. LaBarr stated the next big piece would be scheduling and phasing and how they see it taking place; what is actually going to happen to the interior of the building while the building is occupied; what will happen over the summer; and what we should anticipate being ready for the fall school year.

Vic Tomaselli of SEI Design thanked the board for inviting them to address the board, stating they would be reviewing the design plans, updates, and the proposed schedule. Kurt Vater stated the time line for the District office, the main High School office and the Guidance office are all tied together, noting that where the main office is now, during Phase IIA will become restrooms, a storage area and the new stairs, therefore the main office will be displaced to the District office area and the District office will be moved to the temporary office trailer at the Elementary school. Mr. Vater stated when Phase IIA begins and the new Guidance and Main offices are created then they will move over into the new facilities and the existing District office will become the new faculty lounge and High School conference room. Kurt stated the plans for Phase II are color coded as follows: Phase IIA – Green, Phase IIA corridor work – Yellow, Phase IIB – Salmon, and Phase IIB corridor work – Tan. Mr. Vater stated they have had break-out meetings on the following areas: The Main High School office and Guidance office; Kitchen and cafeteria, Pool lockers and pool layout, athletic lockers, and technology rooms. Mr. Vater then reviewed each area in more detail for the board. Mr. Tomaselli stated each department has been relatively conservative with their requests, taking a very mindful approach to the design process. A period of questions, answers and comments followed pertaining to the information presented.

Municipal finance advisor Bernie Donegan stated that he had been asked to address three items for the board: New legislation dealing with building aid; cash flow; and the overall financial plan detailing when the District might start borrowing and how much the District would borrow when they do borrow. Mr. Donegan then reviewed the new legislation for state building aid, stating the state is still developing the practice and procedure for the new legislation, trying to put the intent of the legislature into practice, noting when the legislation was passed the state said there would be another time mark as to when building aid could be paid, adding there was already an eighteen month time period but now it may be longer as it may be contingent upon the receipt of the final building project report however there is discussion at the State Education Department as to whether receipt means receipt of the document or approval of the document which would delay when aid may be paid to the District. Mr. Donegan stated they are waiting for the practices and policies to be worked out and are hoping for a positive outcome. Mr. Donegan then reviewed the estimated dates of State Education Department approval, construction bids, Construction award, starting construction, SA-139 Submission, the end of construction, punch list completion, SA-CSC submission, final contractors' payments and the final building project report submissions for the Phase IIA and IIB projects. Karen Moon presented information on the projected cash flow, financing timelines for Phase IIA and IIB. Mr. Donegan then reviewed the history of building aid ratios and potential building aid ratio for the Phase II project. A period of questions, answers and comments followed pertaining to the information presented.

School Business Administrator Ann O'Brien presented an overview of the Property Tax Cap, noting the state is still working through their interpretation of the law, noting the limit will vary for each District.

Superintendent Ward then presented information on the Annual Professional Performance Review (APPR) legislation, noting that she and Board Member Margo Ulmer had attended a Law Conference on coping with the APPR legislation. Mrs. Ward then reviewed Law 3012C

regarding the APPR for teachers and principals, adding both are negotiable with the unions and as our contract expired June 30, 2011 the District is required to be in compliance with Law 3012C and negotiating with the unions on how best to move forward with compliance. Mrs. Ward stated the board had to approve the APPR template stating that until the negotiable items have been determined we will fall under our current APPR system. Superintendent Ward reviewed the three main portions of the law, noting the sections of the law that are currently being litigated between NYSUT and the State Education Department. Mrs. Ward then reviewed the information pertaining to the law as it currently exists. Board Member Margo Ulmer stated the APPR committee is working very hard, being very thorough for their colleagues, putting in a lot of time after school hours.

Superintendent Ward stated Board Members Gail Musnicki and Michael Boggs took part in the opening speech and services at the NYSSBA convention in Buffalo over the past weekend, noting she had joined them on Friday for the day and they had heard from the Commissioner of Education on Friday morning regarding the state initiatives. Mrs. Ward stated they had taken part in several different workshops and one of the things that had hit home for her was the opportunity that social media has to help the District communicate and to update and really be transparent and open with the public, noting she is not familiar with facebook, blogging or tweeting, however there are many opportunities in terms of being able to share and dialogue about teaching and learning amongst staff and administrators in cloud computing, adding she will explore looking at facebook and a fan page and will update the board as she becomes comfortable, starting small and expanding from there.

1st Vice President Michael Boggs confirmed what Mrs. Ward was saying, noting he had attended a similar session last year discussing various social media and communicating with the community and how important it is to the District to become a source of information for the community, noting it would be nice to have one person in the District responsible for posting that information. Mr. Boggs stated he had also attended a session on the APPR process noting that the speaker had emphasized the problem each District will have in determining the 20% of the APPR process that goes into the results of the grading and how each District will implement that portion, what would be fair and what isn't in that process, as well as the other factors that will wade into that 20%. Mr. Boggs stated he feels the contacts you develop while attending the conference and getting information from other Districts on how they deal with different issues is very helpful.

2nd Vice President Gail Musnicki stated she had attended the pre-convention communication workshop which discussed the social media concept and found it great and something the District should pursue. Mrs. Musnicki stated she had also attended a Policy workshop which discussed the legal aspects of bullying; the Commissioner's speech; and the roundtable discussion, noting she had enjoyed the discussion.

Motion: Michael Boggs

2nd: Gail Musnicki

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

Regular Meeting of October 19, 2011

Voting Yes: 7 Motion Carried

Voting No: 0

Motion: Michael Boggs
2nd: Barbara Howard

Resolved, that the Board of Education approves the Treasurer’s Bank Reconciliation Reports for the months ending July 2011 and August 2011.

Voting Yes: 7 Motion Carried
Voting No: 0

Motion: Barbara Howard
2nd: Joseph Callaghan

Approval is given to table the motion to approve or deny the appeal of an employee grievance until after the executive session.

Voting Yes: 7 Motion Carried
Voting No: 0

Motion: Barbara Howard
2nd: Gail Musnicki

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

Resolved, that the Board of Education accepts the resignation of Melinda Wood, Special Education Teacher, 0.5 FTE, with regret, effective November 4, 2011.

Resolved, that the Board of Education accepts the resignation of Melinda Wood, Diving Coach, with regret, effective November 4, 2011.

Resolved, that the Board of Education approves the following Coaching appointment for the 2011-2012 School Year:

SPECIAL ASSIGNMENT	FIRST NAME	LAST NAME
Swimming: Diving Coach	Carol	Conley

Voting Yes: 7 Motion Carried
Voting No: 0

Motion: Michael Boggs
2nd: Gail Musnicki

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 hereby approves the following list of Substitutes:

<u>Name</u>	<u>Position</u>	<u>Address</u>
Micah Moore	Lifeguard	8624 State Route 21, Naples, NY 14512
Jillian Bowser	Teacher	4505 Lake Drive, Canandaigua, NY 14424
Molly Curtis	Teacher	7204 Mill Street Ext., Springwater, NY 14560
Stephen Halferty	Teacher	3087 Yoder Hill Park, Keuka Park, NY 14478

Voting Yes: 7 Motion Carried
Voting No: 0

Motion: Barbara Howard
2nd: Michael Boggs

Resolved, that the Board of Education approves calling an executive session at 8:45 p.m. for the discussion of the employment history of a particular person or persons, the discussion of a matter of student residency which is made confidential by federal law, and the discussion of the appeal of an employee grievance.

Voting Yes: 7 Motion Carried
Voting No: 0

Time out of closed session: 10:04 p.m.

Motion: Barbara Howard
2nd: Gail Musnicki

Resolved, that the Board of Education approves the appeal of an employee grievance with modifications of the grievance as presented by the employee this evening.

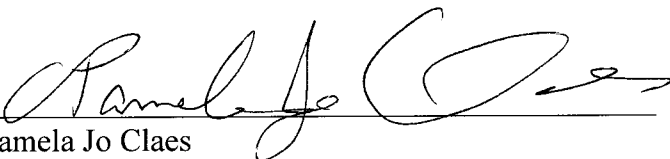
Voting Yes: 6 Motion Carried
Voting No: 1 Margo Ulmer

Motion: Barbara Howard
2nd: Gail Musnicki

There being no further business, the Regular Meeting of November 2, 2011 is hereby adjourned at 10:06 p.m.

Voting Yes: 7 Motion Carried
Voting No: 0

Dated this 2nd day of November, 2011



Pamela Jo Claes
District Clerk