

MINUTES OF BOARD OF EDUCATION MEETING
March 24, 2009 - 7:00 P.M.
Honeoye Falls-Lima Central School District
High School Board of Education Conference Room
Honeoye Falls NY 14472

Board Members Present: President Richard Rasmussen, Chuck Allan, C. Harold Gaffin, Linda Hunt, Shawn Krest, Ronald Mendrick, Janet Somes, Gary Stottler, and Robert Willison.

Staff Members Present: Superintendent Dr. Michelle Kavanaugh, Allison Armstrong, Philip Burrows, Mike Koss, Ed Johnson, Renee Williams, Brian Donohue, Kathy Palmer, Dan McCarthy and Shawn Williams.

Members of the Master Facilities Committee: Brian Donohue, Tris Downer, Beth Henderson, Mike Koss, Kelly Paganelli, Amy West, Cindy Gorley, Matt Knapp, Dave Newman, Shawn Williams.

Others Present: *Per sign in sheets that are duly made a part of these minutes.*

1. Meeting Called to Order

President Rasmussen called the meeting to order at 7:00 p.m.

- A. Board Members Absent: Student representative Jyothi Purushotham was not present.

2. Call for Executive Session

Motion by Mrs. Hunt, seconded by Mr. Stottler, to move to Executive Session at 6:05 p.m. for the purpose of discussion of collective negotiations pursuant to Article 14 of the Civil Service Law and the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. **Approved** unanimously.

3. Return to Public Session

Motion by Mrs. Hunt, seconded by Mr. Allan, to return to Public Session at 7:00 p.m. **Approved** unanimously.

4. Approval of Agenda

Motion by Mr. Willison, seconded by Mr. Mendrick, to approve the agenda as presented. **Approved** unanimously.

5. Consensus Agenda

Motion by Mr. Willison, seconded by Mr. Mendrick, to approve the items designated as Consensus Agenda items.

- A. Approval of Minutes of the March 3, 2009 Budget Study Session and March 10, 2009 Board Meeting.
- B. Approval of Bill Schedule # 7
 The District's Claims Auditor has certified the audit of General Fund Bill Schedule #7, checks in number, in the total amount of \$1,200,884.61 dating from February 13, 2009 through March 13, 2009.
- C. Approval of Personnel

STAFF DEVELOPMENT INSTRUCTOR APPOINTMENTS

<u>Last Name</u>	<u>First Name</u>	<u>Staff Development Course</u>
Davis	Renée	Adult CPR /AED Coaches Recertification
Davis	Renée	First Aid Recertification
Davis	Renée	Professional Rescuer CPR Recertification
Falk	Kathleen	QRI Workshop
Gitsis	Patty	Book Study: The Book Thief
Green	Christine	Book Study: Reading with Meaning
Romig	Linda	Using Video Streaming for Differentiated Instruction

Effective: 3/25/09

Stipend: \$50.00 per hour as established by TLC

TEACHING SUBSTITUTE APPOINTMENTS

JENNA TEMPLE K-12

8316 Greenview Drive
 Rome, NY 13440

EMERGENCY CONDITIONAL NON-TEACHING SUBSTITUTE APPOINTMENT

GEORGIA FLANSBURG Food Service Helper

1868 Livingston Street
 Lima, NY 14485

Effective: 3/9/09

Permanent appointment pending full fingerprint clearance

NON-TEACHING SWIM PROGRAM SALARY ADJUSTMENTS

ETHAN GARDNER \$8.75

SHANLEY RICHARDS \$9.15

Effective: 3/25/09

MACKENZIE DEUBLER \$9.25

Effective: 4/15/09

D. Approval of Committee on Special Education Recommendations

E. Approval of Committee on Preschool Special Education Recommendations

Approved unanimously.

6. Open Forum

There was no discussion during the open forum period.

7. Board of Education Report

A. Announcements

1. Capital Project, Monthly Update

Bob Roberts, of Christa Construction reported on the following:

- Lima Primary School - HVAC will be complete this week. Additionally, new air conditioning, emergency lighting and a pa system are at, or near, completion.
- Manor School - a new cafeteria floor is in and complete.
- Middle School - the new data closet is complete.
- High School - abatement is complete, storage rooms are roughed in, the HVAC is complete. Stage dimming, emergency wiring, wireless clock systems, and a new alarm for the data closet are also complete.
- With regard to the Technology project, Bob reported that staff have been very cooperative.
- Asbestos removal took place above the ceiling in locker rooms in the High School.
- The Budget Summary shows a contingency remaining as well as allowances left as useable. After everything is completed, there may be a balance remaining.
- Change orders total less than ½ of 1% of the total project.

2. Master Facilities Update

Mike Ebertz, of SEI Design, reported. Jeff Smith, Municipal Solutions, was not in attendance this evening. Mike spoke about the new option of splitting the long-term project into two referendums over time and explained the benefits of doing so with regard to state reimbursement.

3. Food Service, Monthly Report

Kathy Palmer, Food Service Coordinator, reported. The Audit Committee Chair questioned a repayment plan from the food service budget to the general fund. Kathy explained that there should be a better reflection once the labor piece reflects daily costs. Kathy and Cindy are working together to base numbers and figures on serving days. There was discussion about the operating funds and subsidizing of funds which voters approved through the budget vote. Dr. Kavanaugh indicated this was researched previously and offered to have Wayne VanderByl provide a statement regarding the legal side of subsidizing funds. Kathy shared that most food service programs operate similarly and only four are known in Monroe County to operate in the black. Ray Wager will also provide clarification on whether or not it is intended that the general fund loan is paid back. The Nutri-kids program has enhanced the food service program, not only with its convenience components, but advertising and food choices are more readily available. It was agreed that the program has made some great gains and has improved vastly in the past year. Kathy reported that student loans have shifted from over \$4,000 to approximately \$400.

Motion by Mr. Willison, seconded by Mr. Stottler, to approve the Food Service Monthly Report, as submitted.

Approved unanimously.

B. Audit Committee

1. Claim Auditor's Report

Motion by Mr. Stottler, seconded by Mr. Willison, to approve the Claims Auditor Report, as presented.

Approved unanimously.

2. Approval of Outstanding Erie I Policies

Motion by Mr. Stottler, seconded by Mr. Willison, to approve the remaining Erie Policies, as presented.

Approved unanimously.

3. Approval of Revised Erie I Policy, Disposal of District Property

Motion by Mr. Willison, seconded by Mr. Krest, to approve the Revised Disposal of District Property Policy.

Approved unanimously.

C. Action Items

1. Appointment of Chairperson and Inspectors for Voter Referendum

2. Approval of 2009-10 School Calendar

Dr. Kavanaugh reported that the 2009-10 school calendar came together with an MOU agreement with the HFLEA. Three half days remain in the proposed calendar. Some board members on the calendar committee stated that they will attempt to narrow down half-days in coming years while addressing other issues regarding an earlier start when Labor Day falls later in September. They felt that, while gains were made, attendance and budgetary issues are not yet fully addressed. It was made clear that this is only an advisory committee and it is still the responsibility of the board and the Superintendent to finalize decisions on any school calendar. A group of parents and volunteers will meet on April 30 and May 6, at 7:00 p.m., in the BOE Room. An additional charge was asked for to address attendance issues around Thanksgiving and Labor Day regarding a lack of instruction time. Janet Somes and Linda Hunt, BOE members, volunteered to serve on this committee.

Motion by Mr. Willison, seconded by Mr. Allan, approved the 2009-10 school calendar, as presented. **Approved** unanimously.

D. Discussion Items

1. Old Business

There was no discussion of old business.

2. New Business

a. Review of Voter Propositions

Discussion took place regarding propositions and making clear what will be voted on in our propositions. Clarification will be added by Ed Johnson under the advice of HF-L school attorney, Wayne VanderByl. Ed explained that there are legal ramifications and guidelines that must be followed.

Dr. Kavanaugh reminded board members that their previous guidance was to wait until the State budget is known before adopting a proposed budget. The board will meet during a special meeting on April 7, 2009, at 6:00 p.m. with regard to the budget. It is hoped that by April 1, Albany will have made some decisions and announcements. Holding a meeting earlier than the April 14 meeting will allow more time to communicate with the public regarding the proposed budget.

Ed spoke about the reserves portion of the proposition. He clarified that reserves (savings accounts) can be used, for specific purposes only.

E. Reports and Communications

1. MCSBA Information Exchange Committee Update

Chuck Allan and Dr. Kavanaugh attended MCSBA's most recent presentation on green technologies. The fuel cell at East Rochester was the focus. A grant from NYSERTA provided monies to install this in their district. Chuck explained that there are still maintenance costs associated with the operation of such a system. There is a \$2million dollar up front expense, if no grant is provided. Technologies related to energy conservation are encouraged in the district, but it's not an option at this point in time.

2. MCSBA Labor Relations Committee Update.

Ron Mendrick reported that discussions among the Labor Relations Committee members concluded that the consolidated bargaining, thus far, is not a successful approach.

8. **Superintendent's Report**

A. Announcements

Dr. Kavanaugh reported on the following:

1. NYSSBA has extended the proposal due date to 3/30. Some options to consider are:

a. Diversity

b. Title IX Auditing & Planning – implications for facility mgt, compensation, programming

c. Engaging the Community in Budget Reallocations – program-based budgeting, continuous improvement, examples of successful reallocation (EDK, LOTE –elementary & electronic HS, athletics changes, transportation transfers, B&G, staffing, Music-vocal)

2. HF-L's Science Olympiad Team placed 6 out of 20 in Regionals at St. John Fisher College. They were an alternate for the State Competition.

3. Superintendents Conference Day is this Friday, 3/27. Dr. Kavanaugh welcomed Board members to stop in. Some of the topics discussed will be: Anxiety & Mood Disorders, Inquiry & Literacy and Student Assessment.

4. The Healthy Rites of Passage III event is scheduled to take place on 3/31. The topic will be the new teen trend of Sexting & the Risky Behavior Survey of 2007.

5. The Magna Publication, highlighting the Board's award for Diversity Awareness, was shared with BOE members.

B. Business Office Reports

1. Treasurer's Report.

Motion by Mr. Mendrick, seconded by Mr. Stottler, to accept the Treasurer's Monthly Report for the period from February 1, 2009 to , February 28, 2009, as presented*.

**all reports are duly kept a part of these minutes*

Approved unanimously.

Hal Gaffin asked about the cash flow for the Food Service program. Ed Johnson responded that, by the end of the school year, this will be better defined. Ed also clarified that these funds are being managed more tightly.

C. Old Business

There was no discussion of Old Business.

D. New Business

1. Consensus Agenda Items to be voted on

Approval of Minutes of the 3/3/09 Budget Study Session and 3/10/09 BOE Meeting.

Approval of Bill Schedule # 7

Approval of Personnel

Approval of Committee on Special Education Recommendations

Approval of Committee on Preschool Special Education Recommendations

2. Gift to School

Motion by Mr. Mendrick, seconded by Mr. Stottler, to accept the gift of \$500. per year (continually or until funds end), in memory of Alexander Reichman, a 3rd grade teacher at Manor School, to be set up as a scholarship. The scholarship will be presented to a graduating senior who is planning on studying elementary education in college. Financial need should be considered. The selection of the recipient will be chosen by the High School Faculty Advisory Scholarship Committee. The approximate value of this gift is \$500. per year.

Approved unanimously.

Motion by Mr. Mendrick, seconded by Mr. Stottler, to accept the gift of \$100. per year (continually or until funds end), in memory of William H. Maloy, who was the School Principal of Lima School K-12 until consolidation, and then Superintendent. Mr. Maloy retired as Principal of the Manor School. The scholarship will be presented to a graduating senior at HF-L who is living in Lima or Honeoye Falls and has excelled in both sports and academics. The selection of the recipient will be chosen by the High School Faculty Advisory Scholarship Committee. The approximate value of this gift is \$100. per year.

Approved unanimously.

3. Approval to Dispose of Equipment

Motion by Mr. Mr. Krest, seconded by Mr. Willison, to approve, in accordance with HF-L's Disposal of District Property Policy, the donation of HFL Athletic uniforms, which have been stored for several years and are no longer used, to the Dominican Hope, a non-profit organization, based in Lima, NY. The approximate value of this gift is \$100. per year.

Approved unanimously.

9. **Questions from Audience Regarding Agenda Items**

There were no questions from the audience regarding agenda items.

10. **Adjournment**

Motion by Mr. Willison, seconded by Mr. Allan, to adjourn the meeting at 8:51p.m.

All documents that are "duly made a part of these minutes" are kept in a supplemental file that corresponds with today's minutes.

Rhonda Schaefer, Clerk of the Board of Education