



As per teacher contract, a full-time teacher who accepts an assignment in more than one area of certification held by the teacher will receive an annual stipend of \$3,750.

MANOR ELA TUTORIAL APPOINTMENTS

Bennett	Linda	Tutorial Program – Manor ELA	\$32.25 per hour
Zelbacher	Louise	Tutorial Program – Manor ELA	\$32.25 per hour

EXTRA CURRICULAR APPOINTMENTS

<u>Last Name</u>	<u>First Name</u>	<u>Extra Curricular Activity</u>	<u>Stipend</u>	<u>Building</u>
Thompson	Jenna	Advisor Art Club	\$985.00	High School
Borden	Mark	Advisor CD Club	\$985.00	High School
Benedict	Chris	Co-Advisor Masterminds/Chess Club	\$492.50	High School
Glavin	Nicole	Co-Advisor Masterminds/Chess Club	\$492.50	High School
McCaffrey	Beth	Co-Advisor Class of 2009	\$886.50	High School
Thompson	Jenna	Co-Advisor Class of 2009	\$886.50	High School
Bauer	Carolyn	Co-Advisor Class of 2010	\$622.50	High School
Davern	Jacklyn	Co-Advisor Class of 2010	\$622.50	High School
Freeman	Patricia	Co-Advisor Class of 2011	\$492.50	High School
Morehouse	Kathy	Co-Advisor Class of 2011	\$492.50	High School
Emens	Maggie	Co-Advisor Class 2012	\$393.00	High School
Roberts	Jerrold	Co-Advisor Class 2012	\$393.00	High School
Palomaki	Susan	Advisor Drama Club	\$1,970.00	High School
DeFranco	Christine	Advisor Entrepreneur Club	\$985.00	High School
Hoffman	Beth	Advisor Foreign Language Club	\$985.00	High School
Corey	Andrew	Advisor Green Team Club	\$985.00	High School
Borden	Mark	Advisor Jazz Ensemble	\$2,600.00	High School
Corey	Andrew	Co-Advisor HFL Student Diversity Alliance	\$492.50	High School
Zemans	Middy	Co-Advisor HFL Student Diversity Alliance	\$492.50	High School
Bacon	David	Advisor Literary Magazine	\$1,675.00	High School
Borden	Mark	Advisor Marching Band	\$1,844.00	High School
Kelley	Joan	Advisor Math Club	\$1,478.00	High School
Talbott	Lori	Advisor Math Club Asst.	\$739.00	High School
Glavin	Nicole	Advisor Model UN	\$492.50	High School
Templeton	Brad	Advisor Model UN	\$492.50	High School
Palomaki	Susan	Advisor Musical Director	\$1,970.00	High School
Goold	Kenneth	Advisor Musical-Vocal Director	\$985.00	High School
Borden	Mark	Advisor Musical-Orchestral Director	\$985.00	High School
Muscarella	Carolyn	Advisor Musical-Choreographer	\$985.00	High School
Fisher	Lisa	Advisor Musical-Costumer	\$985.00	High School
Fisher	David	Advisor Musical-Technical Director	\$985.00	High School
Comes	George	Advisor Musical-Lighting Director	\$985.00	High School
Treible	Sylvane	Advisor Musical-Publicity	\$985.00	High School
Altonberg	Barb	Advisor Musical-Business Manager	\$985.00	High School
Gysel	Genevieve	Co-Advisor National Honor Society	\$492.50	High School
Templeton	Brad	Co-Advisor National Honor Society	\$492.50	High School
Tucker	Kelly	Advisor Newspaper	\$1,378.00	High School
Ghidiu	David	Co-Advisor Robotics	\$492.50	High School
Ledwith	Darin	Co-Advisor Robotics	\$492.50	High School
Gephart	Christine	Advisor SADD	\$985.00	High School
Goold	Kenneth	Advisor Select Chorus	\$2,600.00	High School
Mosher	Sharon	Co-Advisor Student Council	\$837.50	High School
Talbott	Lori	Co-Advisor Student Council	\$837.50	High School
Ghidiu	David	Advisor Yearbook	\$2,956.00	High School
Altonberg	Barb	Advisor Yearbook Asst.	\$1,576.00	High School
Talbott	Lori	Advisor Yearbook Asst.	\$1,576.00	High School
Tran	Hoa	Advisor Academic Challenge Club	\$985.00	Middle School
Foster	Bonnie	Advisor Art Club	\$985.00	Middle School
Coughlin	Brian	Advisor Brass Choir	\$728.00	Middle School
Tran	Hoa	Advisor Chess Club	\$985.00	Middle School
Vetter	Andrew	Advisor Clarinet Choir	\$728.00	Middle School
Merritt	Donna	Advisor Drama Club	\$985.00	Middle School
Salter	Barb	Advisor Drama Club	\$985.00	Middle School

Menzie	Penny	Advisor Eckhardt Drug Quiz	\$985.00	Middle School
Coughlin	Brian	Advisor Flute Choir	\$728.00	Middle School
Nye	Cathy	Co-Advisor Foreign Language Club	\$492.50	Middle School
Roberts	Jerrod	Co-Advisor Foreign Language Club	\$492.50	Middle School
Buckley	Jaclyn	Advisor Green Team	\$985.00	Middle School
Holmes	Laura	Advisor Green Team	\$985.00	Middle School
Gearinger	Lori	Advisor Hip Hop Dance Club	\$985.00	Middle School
Coughlin	Brian	Advisor Jazz Band	\$1,478.00	Middle School
Hayes	Eileen	Co-Advisor Literary Magazine	\$837.50	Middle School
Merritt	Donna	Co-Advisor Literary Magazine	\$837.50	Middle School
Coughlin	Brian	Advisor Marching Band	\$1,511.00	Middle School
McLane	Diane	Advisor Math Club	\$985.00	Middle School
Schaefer	Scott	Advisor Odyssey of the Mind	\$985.00	Middle School
Egan	Tim	Advisor Photography Club	\$985.00	Middle School
Buckley	Jaclyn	Advisor Science Olympiad Club	\$985.00	Middle School
Krebbeks	Scott	Advisor Science Olympiad Club	\$985.00	Middle School
Salter	Barb	Advisor Select Chorus	\$1,478.00	Middle School
DiFranco	Alicia	Advisor Student Council	\$837.50	Middle School
Henderson	Beth	Advisor Student Council	\$837.50	Middle School
Egan	Tim	Advisor Technology Club	\$985.00	Middle School
Fraser	Donna	Advisor Tracks to Excellence	\$985.00	Middle School
Egan	Tim	Advisor Yearbook	\$1,478.00	Middle School
Clapp	Deborah	Intramurals Cooperative Games	\$985.00	Manor School
Clapp	Deborah	Intramurals Gymnastics	\$985.00	Manor School
Clapp	Deborah	Intramurals Volleyball	\$985.00	Manor School
Clapp	Deborah	Intramurals Tumbling	\$985.00	Manor School
Arrigenna	Jim	Intramurals Flag Football	\$492.50	Middle School
Roberts	Jerrod	Intramurals Flag Football	\$492.50	Middle School
Gardner	Bernie	Intramurals Floor Hockey	\$985.00	Middle School
Davis	Renee	Intramurals Nordic Skiing	\$492.50	Middle School
Menzie	Penny	Intramurals Nordic Skiing	\$492.50	Middle School
Merrill	Chrissy	Intramurals Indoor Soccer	\$985.00	Middle School
Schueckler	Norm	Intramurals Swimming	\$985.00	Middle School
Davis	Renee	Intramurals Volleyball	\$985.00	Middle School
Hoyt	Dan	Intramurals Badminton	\$985.00	High School
Osterling	Shannon	Intramurals Field Hockey	\$985.00	High School
Willoughby	Steve	Intramurals Floor Hockey	\$985.00	High School
Merrill	Mike	Intramurals Indoor Soccer	\$985.00	High School
Muhlenkamp	Megan	Intramurals Volleyball	\$985.00	High School
Willoughby	Steve	Intramurals Basketball	\$985.00	High School
Donegan	Bill	Intramurals Weight Training	\$985.00	High School

Effective: 9/1/08 – 6/30/09

Stipend as per teacher contract

TEACHER MENTOR APPOINTMENT

<u>Last Name</u>	<u>First Name</u>	<u>Teacher Mentor Level</u>	<u>Stipend</u>	<u>Building</u>
Fabretti	Martha	Teacher Mentor, Level 1	\$1,250.00	Manor School

Effective: 9/1/08 – 6/30/09

Stipend as per teacher contract

TEACHING SUBSTITUTE APPOINTMENTS

PAMELA BASSETTE	K-12
181 Monroe Street Honeoye Falls NY 14472	
JOHN GRASER	K-12
26 Westview Terrace Rochester NY 14620	
ANN MARIE GUERRA	K-12
1914 Cordon Bleu Drive Ionia NY 14475	
JANELLE KITA	K-12
40 Bolton Trail North Chili NY 14514	
JULIE MCDONALD	K-12
3480 Rt. 247	

Canandaigua NY 14424 AUDREY SCHILD 3155 Rush Mendon Road Honeoye Falls NY 14472	K-12	
MARGARET SCHAUBER 14 Chateau Place Mendon NY 14506	K-12	
JUDITH GEORGER 127 Temple Street Avon NY 14414	K-12	
<u>NON-TEACHING RESIGNATION</u>		
BRIANA WELCH 700 Pine Trail, Apt. 14 Honeoye Falls, NY 14472 Effective: 9/10/08	Lunchroom Monitor	Manor School
<u>NON-TEACHING APPOINTMENT</u>		
PATRICIA O'KELLY 1 Livingston Street Honeoye Falls, NY 14472 Effective : 10/8/08 Salary : \$8.18/hr.	Lunchroom Monitor	Manor School
RACHEL SHAFER 10 Ontario Street Honeoye Falls, NY 14472 Effective : 10/8/08 Salary : \$7.15/hr.	Student Helper	Buildings and Grounds
<u>EMERGENCY CONDITIONAL NON-TEACHING APPOINTMENTS</u>		
JANE O'TOOLE 4 Hawks View Honeoye Falls, NY 14472 Effective: 10/8/08 Salary: \$7.25/hr. Permanent appointment pending full fingerprint clearance	Lunchroom Monitor	Manor School
<u>NON-TEACHING SUBSTITUTE APPOINTMENTS</u>		
RAE DONLON 7042 West Main Road Lot #27 Lima, NY 14482 Effective 9/1/08	Paraprofessional Lunchroom Monitor	
<u>EMERGENCY CONDITIONAL NON-TEACHING SUBSTITUTE APPOINTMENTS</u>		
JANE O'TOOLE 4 Hawks View Honeoye Falls, NY 14472 Permanent appointment pending full fingerprint clearance	Paraprofessional	Secretary
MARK HALLIGAN 1868 Livingston Street, Apt. D-14 Lima, NY 14485 Permanent appointment pending full fingerprint clearance	Cleaner	
DOUGLAS MCMANUS 305 Pond Road Honeoye Falls, NY 14472 Permanent appointment pending full fingerprint clearance	Cleaner	

C. Approval of Committee on Preschool Special Education Recommendations  
**Approved** unanimously.

6. **Open Forum**

Pete Brunett and his wife thanked the board for considering their thoughts regarding their opposition to the change from the Livingston County Athletic League to the Monroe County League, at this, and previous meetings. They came to state that, in their opinion, being student centered, providing greater equity and diversity, and higher academic expectations for our students, and being fiscally responsible as a district, is meaningless to them without knowing the reason for the change. They felt that the board and the athletic director differed in opinion at previous meetings regarding why the move was being considered. They wondered how the district will know that this is the right move to make. They requested that, if a move is made, a study should be conducted, plus a contingency plan should be put into place, looking closely to see if district goals are met. They asked the board to consider that arguments can be made both ways and that, they believe the board should monitor the outcome, regardless of which direction is decided. Kelly Paganelli, spoke to the board about her opinion regarding HF-L's athletic league affiliation. She asked the board to consider if a change in league is truly best for all students involved. She asked that thoughtful reflection should take place. She stated that, although opportunities were made available to hear each side, the committee met on June 4 and as far as she is aware, have not yet met again. She asked the board if they had considered why aren't all coaches on the side of this move. She asked if they were certain that they have enough information to make a move when the program they are presently in, is already successful. She shared some statistics, which included that the district recently received the Good Sports Award, one of only three districts in the state. She stated that, in her opinion, team

participation is very important, and she believes that most parents agree. She further stated that, transportation issues and costs may be an issue no matter which league the district is affiliated with. She stated that, conscientious students figure out a way to finish their homework, regardless of their sports schedule. She asked the board to consider whether or not we have sound coordinates to set a new course.

#### 7. **Middle School Program Highlights**

Shawn Williams, Middle School Principal, introduced his newest staff member, sixth grade teacher, Hoa Tran. Hoa is a former student here at HF-L. Hoa spoke briefly, stating that it is an honor and a privilege to be teaching in his home school.

Shawn spoke about three district initiatives he is working on with his staff. Shawn presented a graph as part of a powerpoint presentation, which shows that, presently inquiry-based learning is the third major initiative in place at this time. It is used least in the building, at this point, but is recognized as a best practice and will be implemented more fully in the coming year. Literacy and Collins Writing is used more consistently throughout the building. PBIS is used almost 50-percent of the time. Commitment to Literacy has been a "strive for five" initiative to incorporate reading comprehension into core subject curriculum. Word Walls are visible throughout the building. Many teachers are involved and teachers collaborate to use the words towards achieving points, for a point-reward system. Displaying exemplary work is a large commitment. Posting of FCA's visually in the room is encouraged and is being incorporated into classrooms and throughout the building.

PBIS Training this summer bridged a gap with understanding the system and what makes It work. Shawn focused in on the "Systems" piece of the PBIS learning method. He shared that it is a way of thinking and an idea that students are provided whatever individual level of support necessary, in order for them to be successful. A data-based system is used to track needs. Wellness needs are encouraged, as well, and are visually found to be supported throughout the building.

A PBIS "Behavior Subcommittee" was developed, focusing on the relationship between insubordination and disrespectful behavior being targeted areas in the building. Interventions are being developed with the assistance of psychologists for all levels of need. Behavioral expectations were determined and developed based on core values. This natural step makes sense to our teachers and they are board with implementation of such systems. PBIS next steps will be participating in staff training. Committees worked hard over the summer to develop a resource library and check-list for items that need to be addressed. Attendance procedures are watched and, overall, a proactive system is used. A good news card is commonly used, which asks each staff member to write to one student during a staff meeting.

Blaine VanRy and Antonio Vitale spoke to the board about a co-teaching effort taking place this year, combining their two classes of English and Social Studies. Parents, students and Shawn Williams have been supportive. Weekly reviews and strategies for reaching students have been developed, age appropriate to students. For example, with regard to Pilgrims, a weekly, "Read-It" piece is implemented. The team-teachers are tracking how their program is succeeding in the area of reading comprehension. Objective Reading is implemented, where constant, low stakes practice with less pressure, is used. Students are familiar with materials. Reading passages and questions tie in to testing and cramming is not a way of preparing. From a PBIS standpoint, giving students the chance to do things right the first time, is a modeled goal. Reading specialists are also involved.

Shawn shared a short clip of a video about proper etiquette in all areas of the school setting.

Dick Rasmussen asked about the exemplary work that Shawn reported on, and how often is it referenced. Shawn replied that it truly depends on how often the teacher references the exemplars. He has seen teachers refer to exemplars and word walls frequently and some even incorporate these into their lessons.

Bob Willison spoke about how well received the PBIS model has been by parents.

Chuck Allan spoke about the middle school teachers and how much change has occurred due to PBIS. He believes it is impressive.

Jan Somes commented and complimented Shawn about how impressed she is by all of the positive changes she has seen at the Middle School.

#### 8. **Board of Education Report**

##### A. Announcements

##### B. Audit Committee

##### C. Action Items

###### 1. Red Ribbon Proclamation

Linda Hunt presented the Red Ribbon Proclamation to the board. Linda shared the history and stated that the proclamation is based on the abuse of alcohol and drugs. Linda was very pleased to promote this message to the board.

**Motion** by Mr. Mendrick, seconded by Mr. Krest, to, as a board, honor the Red Ribbon Proclamation on behalf of the Honeoye Falls-Lima Central School District.

**Approved** unanimously.

###### 2. Resolutions for NYSSBA Convention, October 16-19, 2008

**Motion** by Mr. Mendrick, seconded by Mr. Willison, to support the resolutions, as presented, at the 89<sup>th</sup> Annual NYSSBA Convention, October 16-19, 2008.

**Approved** unanimously.

Chuck Allan will be attending on behalf of the Honeoye Falls-Lima Board of Education. He indicated that he attended a forum on Saturday and all attendees were unanimous in their support for the resolutions. Reserve Funds and overfunding sparked a lot of discussion at the forum.

The board thanked Mr. Allan for his willingness to attend the conference and exercise good judgement, on behalf of the board of education.

###### 3. Approval of SEI Design Contract (continuation of existing contract)

**Motion** by Mrs. Hunt, seconded by Mr. Stottler, to approve continuation of the existing contract and Pre-Referendum and Full Architectural/Engineering Consulting Services with SEI Design.

**Approved** unanimously.

Ed Johnson clarified that this contract is a continuation of an existing relationship with SEI Design. Dr. Kavanaugh clarified that the contract was re-visited with our school board attorney. Mr. Johnson provided further clarification that a sum of \$39,000. will be invoiced in increments on a monthly basis.

4. Approval of EAP Contract (continuation of existing contract)

**Motion** by Mr. Willison, seconded by Mr. Allan, to approve continuation of the existing contract with Employee Assistance Program (EAP), as presented.

**Approved** unanimously.

The contract, though it has been long-standing, is being presented to the board for the first time in order to provide a summary of their services. This contract will be re-negotiated on an annual basis. Monitoring is done by Phil Burrows. Phil stated that the majority of this agreement covers three different social workers: family assistance, direct therapy and a drug and alcohol counselor. Administrative Support service items is identified in the DIU process. A board member asked if feedback is sought from families or students receiving services. Phil stated that typically the families are not solicited due to confidentiality reasons. However, Phil has a good deal of interaction with all parties involved and has a good sense of the value.

An inquiry was made about the family and student assistance program, as to how referrals are made. Phil stated that through self referral, friends, sometimes as a consequence of disciplinary action (conflicts can sometimes reveal that there is a need for intervention), individual needs are determined and sometimes referred. Similarly, if there are infractions from drug and alcohol use, individuals are referred.

5. League Affiliation Recommendation

Dick Rasmussen set forth a recommendation from Superintendent of Schools, Dr. Michelle Kavanaugh, to change the athletic league affiliation of the Honeoye Falls-Lima Central School District, from the Livingston County League, to the Monroe County League. Dr. Kavanaugh thanked the board for their long term commitment to considering this recommendation, which began in the Fall of 2007 through the DIU process. She stated that all sides and all opinions have been shared, and that 100% consensus will not be achievable in either direction. Thoughtful input of dissenting opinions has assisted the process. Dr. Kavanaugh shared that she feels that the recommendation to change league affiliation is appropriate and that students are deserving of the opportunity.

Brian Donohue, Director of Athletics addressed the board and guests and echoed Dr. Kavanaugh's thoughts. Brian stated that he felt that the evaluation process was thorough. He stated that the students were his true indicator for recommending this move.

- A board member shared that she attended the forum in June. She followed up by talking with students, parents, and others and found that the topic was not passionate for all. Many were occupied with things other than sports or league affiliations. She stated that, she will be supportive of this change and will be interested in the analysis as the affiliation takes shape. Academics and activities other than sports are where her true interests lie.
- Another board member asked how the committee was formed. Brian Donohue replied that the DIU process was used to form the committee. Several individuals came to Brian, without any formal invitation or advertising. The board member stated that she recalled several board members joining the committee after Brian reported on the topic to the board. Brian stated that everyone was invited to participate in the DIU and that's where it started. Dr. Kavanaugh stated that transparency concerning committee opportunities has been a real focus and a district responsibility in this process. Dr. Kavanaugh stated that all of the district's committees, and what their functions are will soon be posted on our website. She stated that Brian did not have the advantage of this procedure at the time that the process began. She asked about what method was used to survey the students about the potential switch: Brian stated that he asked PE teachers to send random students to his office, in groups of ten. After speaking candidly with approximately 75-students, Brian felt that the students clearly voiced the desire to change affiliations. Additionally, the Student Athletic Council, a group of 30-students, met with Mr. Donohue last week, and voiced the same opinion.
- A board member stated that he appreciated the data analysis and the demographics presented, in terms of school size. He asked if there was a feel for what is happening in Monroe County, with regard to the same. Mr. Donohue stated that Pittsford, Brighton and others are not expected to show significant growth. Victor School District, on the other hand, is growing rapidly and may be advancing in section.
- Dick Rasmussen spoke about his participation on the committee. He stated that he was speaking from the experience of having examined the same issues with strong academic based institutions. He stated that it takes a certain, critical mass of students in order to support and sustain those offerings. Monroe County would provide competition at earlier ages so that students are learning and developing by playing with higher skilled players. A great number of skilled individuals, along with a great number of sports, is a benefit in that students are not behind at a developmental level.
- A board member shared that the developmental level is his focus, not so much the competition level. He asked Brian for a way to measure this. Brian stated that our philosophy is that any student coming in to athletics should be able to play. Last year, 25- baseball players were turned away because an additional team could not be formed due to the numbers available to compete against in Livingston County. Providing opportunities is what it is all about. Brian added that interest is the focus as opposed to the competition level.

- A board member asked what the plan is for showcasing opportunities. Brian stated that the DIU process involves how to get the information and interest out to students in creative ways. Brian shared that additional programs, such as bowling, ladies golf, and field hockey would be a great addition. Brian stated that the Monroe County league will meet the needs of students needing high expectations, as well as students having additional opportunities.
- A board member spoke about the best interest of our students, stating that this issue has long been considered. He reminded all that this is not a new question or brief discussion. He stated that he had attended forums and heard both sides, and felt that the process was orderly, respectful and helpful. He felt that very articulate opinions were shared and well respected. An issue that seems to keep repeating is if we are doing well, why move? He stated that to go from “good to great” we need to challenge ourselves further in all areas. He stated that we shouldn’t fear change or potential growth, as improvement may be seen and felt and that dollars-savings can be seen. He reminded the board that program assessments are shared via the DIU process and program review. He suggested that the board incorporate measures on this topic specifically, as to what is best for kids, the distance to games, how late the games end, level of competition, etc. He further stated that presently we are playing cross-over games and will continue to do so. He believes that there will probably not be a tremendous change in participation. He stated that history has led to this decision and it’s time to change. As a final comment, the board member stated that not many topics gather this much attention. He would like to see other topics such as academic programs and budget considered with this much passion from the community.
- Dick Rasmussen stated that the priority to other issues as compared to this topic is that this decision is being made from an educational perspective. Factors have been considered, distance, transportation costs, issues (trends towards specialization), and things like factoring the experience of competition against higher level competition will provide challenge. He reported that all educational aspects were considered.
- A board member shared that, as a Livingston County resident, he came into this process believing that he would recommend staying with the Livingston County League. He stated that the data, savings, travel distance and classes (section V, etc.) have already been determined.
- Vice President, Bob Willison, shared that he spoke with others about the potential affiliation. As a former Lima resident, his position has been that he likes to see students have recognition in Livingston County. A few years back, the decision was made to stay where we are as a “best of both worlds” decision. Bob stated that his opinion changed after attending community forums, and after speaking with his own children and other children – they surprised him that they would prefer to play teams in Monroe County, even if they didn’t get recognized. He stated that Pat Higgins opinion also changed his mind.
- One board member stated that having a word from Bernie Gardner, who opposes the move would have been helpful. Another member replied, stating that he heard Bernie speak four times. Bernie had ample time to speak to the full board. Another member stated that he understood that Bernie feels his athletes will require additional support, and he didn’t want to come out against this just because it would be more difficult for him to organize. Recent competitions with large groups outside of our region, showed that our student athletes did well and enjoyed the level of competition. Our programs received positive comments and revealed to him that HF-L is able to compete at a high level.
- Brian Donohue stated that the Livingston County league, just this Fall Weekend, missed out playing on Friday night because the Livingston County league, after they rescheduled with us several times.
- Brian Donohue stated that he will track participation rates. Implementation of the long term program is a goal and the hope is that the participation numbers will increase. Departments will need to work together to schedule opportunities. Brian stated that multiple sport participation is encouraged and that coaches will be working with him on ways to reduce scheduling conflicts for students who participate in multiple activities.

**Motion** by Mr. Willison, seconded by Mr. Allan, to approve HF-L Athletic League Affiliation with Monroe County.

**Approved** unanimously.

6. Team of One Recommendation

**Motion** by Mr. Willison, seconded by Mr. Stottler, to approve a Team of One recommendation, as presented.

**Approved** unanimously.

7. Approval of Personnel Action

**Motion** by Mr. Willison, seconded by Mrs. Somes, to approve immediate termination of an employee, on the determination of Matthew Fletcher, Hearing Officer, under Civil Service Section 75, as presented.

D. Discussion Items

1. Old Business

There was no discussion of Old Business.

2. New Business

There was no discussion of New Business.

E. Reports and Communications

1. MCSBA Legislative Committee Update

There was no discussion at this time.

2. Summer Professional Development/Curriculum Report  
 Renee Williams, Assistant Superintendent for Instruction, reported that the summer workshop options follow district alignment. Focus and changes, curriculum mapping and school tools are invoking positive staff dialogue. New software programs are proving to be exciting and very user friendly. Mrs. Williams stated that a review of the Superintendents Conference Day schedule is a great display of learning. Any of the events will showcase the great works that are going on by our teaching staff. Renée stated that all are welcome and encouraged to attend.  
 Dr. Kavanaugh asked Mrs. Williams to discuss the numbers of teachers who have led recent discussion groups. Renée stated that leadership skills are encouraged by herself, Lisa Moosbrugger and Mary McNamara. Keeping track of their own learning and delegating leaders are new options available to staff. Renée stated that the commentary has been surprising and positive.  
 Dick Rasmussen, Board of Education President, commented that he is continually impressed with the broad ownership and level of collaboration across and within disciplines and by teachers becoming involved. He stated that the Leadership they are receiving, is excellent.
3. Recruitment & Hiring Report  
 Dr. Michelle Kavanaugh, Superintendent of Schools, reported that the draft manual provided for review, is a work in progress. She stated that the document has been designed to standardize the process for hiring. A final document will be in use by Spring 2009.  
 Dick Rasmussen commented again that the district is cutting edge with its attention to these procedures.

Board Member, Linda Hunt reported on behalf of Student Board Representative, Jyothi Purushotham, who left the meeting early. Jyothi wanted to ask the board for follow-up on a conversation that took place at a board meeting at the end of last school year, about use of green products.

## 9. Superintendent's Report

### A. Announcements

Dr. Kavanaugh reported that she attended a State conference during the past couple of days. Legal issues were covered, but the focus was on systemic change for instructional improvement. The commissioner spoke about the next generation of standards, indicating that ELA will be looked at first. International, world class standards will be the goal and HF-L is already in line and ahead of the curve.  
 A difficult fiscal year ahead and state aid are obvious concerns, but the commissioner stated that innovation will be the focus when pushing forward through these difficult times.

### B. Business Office Reports

#### 1. Approval of Budget Transfer

**Motion** by Mr. Krest, seconded by Mrs. Hunt, to transfer \$10,000 to the Community Education budget in order to order basic supplies such as CPR and first aid supplies, and for basic repairs to the Community Ed fitness center and other minor repair and maintenance items. This will allow some of the required basics to be attended to while we are addressing the larger funding issue.

**Approved** unanimously.

Mr. Johnson stated that transfer funds will be taken from benefits at this time. Community Education has had no operating budget up to this point. Ed and Renee are developing a balanced budget with the interim Community Education Director. Exercising a great deal of caution was strongly encouraged by a board member, with the difficult fiscal situation that New York State will face in the year ahead.

#### 2. Establish a Tax Certiorari Reserve and Transfer of Funds

**Motion** by Mrs. Somes, seconded by Mr. Krest, to transfer \$114,475.11 from the excess fund balance generated from the reversal of future employee benefit liability and retiree health insurance accruals to establish the Tax Certiorari Reserve.

**Approved** unanimously.

#### 3. Transfer of Unappropriated Fund Balance to Capital Reserve

**Motion** by Mrs. Somes, seconded by Mr. Stottler, to transfer \$925,647.23 from the unappropriated excess fund balance generated during the 2007/08 fiscal year and reversal of future employee benefit liability and retiree health insurance accruals to the Capital Reserve.

**Approved** unanimously.

#### 4. Transfer of Retirement Contribution Reserve to Capital Reserve

**Motion** by Mrs. Somes, seconded by Mr. Krest, to transfer \$808,849.76 from the Retirement Contribution Reserve to the Capital Reserve.

**Approved** unanimously.

Bob Willison, Board Vice President, and Reserves Committee Chair, clarified that, excess fund balance from 2007-2008 and also minimizing the retirement liability reserve, are being used for these three transactions. Mr. Willison spoke about his recent meetings with the Reserves Committee, Ed Johnson, Director of Finance, and Tricia Eckhardt, District Treasurer. Bob stated that methodology was considered and provided visually, in a handout. Ray Wager assisted with the process and opinion of the health of each fund. The retiree fund may be a self-funded account at some point. Bob clarified that self-funding means that the offset from year to year, protects the principle balance. The appropriate levels for self funding, are taken into account for long term growth. Our reserve funds have not been in place very long, and extended use will provide information to support long term health and decisions. A board member inquired if it can be anticipated (a timeline) when we might have to revisit

our levels for the Capital Reserve Fund. Ed Johnson stated that, at the time of the next Capital Project, levels will be reconsidered.

It was discussed that our undesignated fund balance has been raised from 3 to 4%. We are legally obligated to have no more than 4%. We do have a healthy undesignated fund balance at this time.

It was indicated that these are funds to be used for a "rainy day". It was suggested that, these accounts will be needed at some point and should stay secured

Ed Johnson, Director of Finance and Operations, stated that accrued, post-retirement, liabilities built up over the last couple of years, were considered overfunded, by the auditors and contributed to the funds available for reserves. There is no legislatively-approved mechanism yet for establishing a reserve for this liability. Ray Wager believes this may be addressed by the legislature this year. All districts are in need of this new reserve in order to comply with new GASB-45 requirements.

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 September 23, 2008 Board Meeting

Approval of Personnel

Approval of Committee on Special Education Recommendations

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

There were no questions from the audience regarding agenda items.

Ron pointed out that Brian sang the national anthem on Friday's game.

11. **Adjournment**

**Motion** by Mr. Mendrick, seconded by Mr. Stottler, to adjourn the meeting at 9:24p.m.

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Rhonda Schaefer, Clerk of the Board of Education