

**North Warren Central School District
Organizational Meeting of the Board of Education
North Warren Central School
July 7, 2014**

Mrs. Wilhelm called the meeting to order at 6:30 PM, followed by the Pledge of Allegiance.

School Board Members Present: Erickson, Hill, Hiller, Maday, Robbins, Willette.

Also Present: Margaret M. Brady, Superintendent; Mary Lou Carstensen, Business Manager; Rebecca Wilhelm, District Clerk; Theresa Andrew, Principal; Michele French, Assistant Superintendent for Curriculum, Instruction and Assessment.

Oath of Office administered to District Clerk, Wilhelm.

Oath of Office administered to newly elected Board Trustees, Erickson, Hill, Maday.

Motion by Mr. Hill, seconded by Mr. Erickson to nominate John Maday as President.

Motion carried unanimously.

Motion by Mr. Hill, seconded by Mr. Robbins to nominate Bruce Hiller as Vice President.

Motion by Mr. Willette to nominate Mike Erickson as Vice President.

The motion is not seconded.

Motion to nominate Bruce Hiller as Vice President carried unanimously.

Oath of Office administered to newly elected Board President and Vice President.

Motion by Mr. Erickson, seconded by Mr. Hill to appoint the following Board Officers: School District Treasurer - Mary Lou Carstensen; School District Deputy Treasurer - Theresa Andrew; District Clerk - Rebecca Wilhelm; Claims Auditor - Charlotte Hewitt; Tax Collector - Mindy Conway.

Consent motion carried unanimously.

Motion by Mr. Hiller, seconded by Mr. Hill to appoint the following: Attendance Officer - Susan Griffen; School Physician - Dr. John Rugge; School Attorneys - Guercio & Guercio, LLP; Independent Auditor - Jenkins, Beecher & Bethel, LLP; Central District Treasurer - Margaret Hill; Records Retention & Access Officer - Mary Lou Carstensen; Records Management & Disposition Officer - Rachele Maresca; Committee on Special Education (see attached); Committee on Preschool Special Education (see attached); Committee on Special Education Sub-Committees (see attached); Surrogate Parent (see attached); Hearing Officers (see attached); School Providers (see attached); Athletic Director - Jeremy Whipple; Board of Education Audit Committee - Bruce Hiller, Bruce Robbins, Mike Erickson; Purchasing Agent - Margaret M. Brady; LEA Designee - Gary Madden.

Consent motion carried unanimously.

Motion by Mr. Willette, seconded by Mr. Erickson to approve the following designations:

Official School Depository-Glens Falls National Bank
 Third Party Custodian – Manufacturers & Traders Trust Co. (M & T Bank)
 Payroll Certification Officer – Superintendent
 Insurance Officer – Mark Carpenter
 Designate Superintendent to sign Grant Applications
 Designate Superintendent to hire substitutes
 Official School Newspaper – The Post Star
 Compliance Officer (Title IX/Section 504/ADA) – Margaret M. Brady
 Homeless Liaison – Michele French
 Reviewing Official, Hearing Official and Verification Official for Child Nutrition Program – David Scroggins, Mary Lou Carstensen

Consent motion carried unanimously.

Motion by Mr. Hill, seconded by Mr. Robbins to approve the following authorizations:

Petty Cash Funds - \$100.00 each – Judith McAvey and Sheila Ellsworth
 Kitchen Start Up Fund - \$200.00
 Tax Collector Start Up Fund - \$100.00
 Checking Account Signatures – School District Treasurer or School District Deputy Treasurer
 Savings Account Signatures – School District Treasurer or School District Deputy Treasurer
 Activity Fund Checking Signatures – Central District Treasurer
 Investment Accounts – School District Treasurer or School District Deputy Treasurer
 Approval of attendance at conferences, conventions, workshops for the Board of Education members, with expenses.
 Approve of authorized personnel for use of the Glens Falls National Bank district credit card with a credit limit of \$7,000.00: Superintendent, Board of Education, instructional staff, non-instructional staff.
 Approval of authorized personnel for use of the Exxon-Mobil gas card with a credit limit of \$400.00: Superintendent, Board of Education, instructional staff, non-instructional staff.

Consent motion carried unanimously.

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The Board discussed the number of Regents Days in the 2014-15 school calendar. Regents days are included in the total number of school days. This is typical of other schools and is in compliance.

Meeting Dates
Adopted

Motion by Mr. Willette, seconded by Mr. Hill to adopt Time and Date of Regular Meetings (see attached).

Motion carried unanimously.

The Board discussed the reasons for the rate changes. Mrs. Brady stated the reason for the rate increases is to make the rates more equitable and that some of the rates were below minimum wage.

Substitute Pay
Rates
Adopted

Motion by Mr. Erickson, seconded by Mr. Willette to adopt Substitute Pay Rates (see attached).

Motion carried unanimously.

IRS Mileage
Rate Adopted

Motion by Mr. Hill, seconded by Mr. Hiller to adopt IRS mileage rate for all employees.

Motion carried unanimously.

Policies and
Codes of
Ethics Re-
Adopted

Motion by Mr. Willette, seconded by Mr. Robbins to Re-adopt all Policies and Codes of Ethics in effect during the previous year.

Motion carried unanimously.

The Board moved to regular meeting items.

Agenda
Change 6m
Approved

Motion by Mr. Hiller, seconded by Mr. Erickson to approve agenda change 6m.

Motion carried unanimously.

6/9/2014
Minutes
Approved as
Amended

Motion by Mr. Hiller, seconded by Mr. Hill to approve the minutes of the June 9, 2014 Regular Meeting of the Board of Education as amended.

Motion carried unanimously.

6/19/2014
Special
Meeting
Minutes
Approved as
Amended

Motion by Mr. Erickson, seconded by Mr. Robbins to approve the minutes of the June 19, 2014 Special Meeting of the Board of Education as amended.

Voting Yes – 6

Abstaining – Hiller

Motion carried.

Mr. Larry Warner stated that he is moving out of the area and he is appreciates the appointments of coaching positions. Mr. Warner offered to submit a resignation letter.

Budget Status
Report
Accepted

Motion by Mr. Hiller, seconded by Mr. Hill to accept the Budget Status Report.

Motion carried unanimously.

The Food Service Report for June 2014 was reviewed. Mrs. Carstensen reports that participation level is the same as last year (see attached). Some of the kitchen equipment is 15 years old. Mr. Scroggins has developed a replacement plan. The ducts will be cleaned on a schedule. Mrs. Carstensen will submit final figures at the August 11th meeting.

Motion by Mr. Erickson, seconded by Mr. Willette to accept the recommendation of the Committee on Special Education for students: 4756, 4763, 4857, 4944, 4946, 4962, 6073, 6081, 6179, 6242, 6253, 6264, 6273, 6290, 6298, 6417, 6443, 6446, 6452, 6455, 6464, 6477, 6479, 6596, 6609, 6725, 6735, 6760, 6762, 6811, 6850, 6863, 6883, 6995, 6997, 6998, 6999

IEP's
Accepted

Motion carried unanimously.

Motion by Mr. Robbins, seconded by Mr. Hill to adopt the revised policy 5.5 Terms & Conditions of Employment for Principals and Assistant Superintendent for Curriculum, Instruction and Assessment.

Revised
Policy 5.5
Adopted

Motion carried unanimously.

The recommendation to increase the employment of Michele French, Assistant Superintendent for Curriculum, Instruction and Assessment to a 12-month position, effective July 1, 2014 with a salary of \$86,589.36 with a 10% medical copayment. Mrs. French stated she was not aware of the medical copay change and that open enrollment for health insurance had closed. Mrs. Brady stated that the copayment is the same as Ms. Andrew's and that the teachers copayment is 12%. This item was tabled for discussion in Executive session.

Motion by Mr. Erickson, seconded by Mr. Hiller to set the rate of pay for the Tax Collector at \$11.75 per hour.

Tax
Collector
Pay Rate Set

Motion carried unanimously.

Motion by Mr. Willette, seconded by Mr. Robbins to continue the Nordic and Alpine skiing merger with Johnsbury Central School District for the 2014-2015 school year.

Nordic and
Alpine
skiing
merger
continued

Motion carried unanimously.

Motion by Mr. Hill, seconded by Mr. Erickson to appoint H. Harry Balz as District Facilities Consultant for the 2014-2015 school year at a rate not to exceed \$500.00.

H.Harry
Balz
Appointed
District
Facilities
Consultant

Motion carried unanimously.

Motion by Mr. Hiller, seconded by Mr. Hill to adopt the following resolution calling upon the New York State Legislature to end Gap Elimination Adjustments when adopting New York State's 2015-16 Annual Budget.

GAP
Elimination
Resolution
Adopted

Whereas: The NY State Gap Elimination Adjustment (GEA) was implemented in 2010 as a one-time reduction in education aid to help NY State balance its budget and the GEA has continued in every budget since then:

Whereas: The GEA since its inception has reduced state aid to the North Warren Central School District by \$2,175,393.

Whereas: The reduction in aid associated with the GEA has resulted in a cost shift to the local property tax payer in the North Warren Central School District; and

Whereas: This cost shift has resulted in unsustainable measures being implemented to balance the North Warren Schools budget, including the reduction and elimination of school programs, personnel, and services, and the reductions of school district reserve funds;

Whereas: Efforts by the North Warren Central District School to sustain programs and services and contain budgets are simultaneously constrained by Property Tax Cap Legislation, unfunded and underfunded mandates, state mandated increases in pension costs, and mandated implementation of Common Core Learning Standards and teacher/principal performance review; and

Whereas: State Funding is constitutionally mandated and essential to meet all mandates and obligations to maintain the quality of education in the North Warren Central School; and

Whereas: New York State touts recent aid increases as generous support to schools, although overall, school district are receiving very little additional aid when compared to 2008-09; and

Whereas: Some school districts have even experienced state aid decreases from 2008-09 to 2014-15;

Resolved, that the North Warren Central School Board of Education calls upon the New York State Legislature to end Gap Elimination Adjustments when they adopt New York State’s 2015-16 Annual Budget.

Ayes: 6 Nays: 0 Absent: 1

Todd
Lawson
Appointed
Elementary
Teacher

Motion by Mr. Robbins, seconded by Mr. Hill to appoint Todd Lawson, holding an Initial Certificate in Childhood Education (Grades 1-6) and Early Childhood Education (Birth-Grade 2), to a 3 year probationary period position from September 1, 2014 to August 31, 2017 as an Elementary Teacher on Masters Step 1 of the North Warren Teacher’s Association contract.

Motion carried unanimously.

Kathleen
McGuinness
Appointed
Elementary
Teacher

Motion by Mr. Willette, seconded by Mr. Erickson to appoint Kathleen McGuinness, holding Permanent Certification in PreKindergarten, Kindergarten and Grades 1-6, to a 2-year probationary period position from September 1, 2014 to August 31, 2016 as an Elementary Teacher on Masters Step 3 of the North Warren Teacher’s Association contract.

Motion carried unanimously.

Amy
Gronert
Appointed
Mentor
Coordinator

Motion by Mr. Hill, seconded by Mr. Robbins to appoint Amy Gronert as Mentor Coordinator for the 2014-2015 school year.

Motion carried unanimously.

Lori
Korniak
Appointed
Mentor

Motion by Mr. Hiller, seconded by Mr. Hill to appoint Lori Korniak as a Mentor for the 2014-2015 school year.

Motion by Mr. Hill, seconded by Mr. Robbins to appoint Eric Bott as a Mentor for the 2014-2015 school year.

Motion carried unanimously.

Eric Bott
Appointed
Mentor

Motion by Mr. Hiller, seconded by Mr. Erickson to increase the 2013-2014 general fund budget (transportation, new bus purchases) and revenues (insurance recoveries) by \$226,421, for the purchase of two replacement buses.

General
Fund
Budget
Increased

The Board discussed the possibility of donating book to the town library for their book sale. Mrs. Brady stated that the surplus books were from the process of weeding. For example the books are weeded based on outdated/incorrect information. After the surplus sale any remaining books may be donated.

Motion by Mr. Robbins, seconded by Mr. Hill to declare the items on the attached list as surplus (Item#1).

Motion carried unanimously.

Surplus
Items
Declared

Motion by Mr. Erickson, seconded by Mr. Willette to accept a scholarship from David H. Schlansker to be called Esther Schlansker Memorial Scholarship funded in the amount of \$20,000. to be maintained in the district Trust and Agency account.

David H.
Schlansker
Scholarship
Accepted

Motion carried unanimously.

The Board will send a letter of thanks to Mr. Schlansker.

The End of the Year Reports were provided by PreK-5 Nurse, 6-12 Nurse, Library, Guidance Department and CSE/CPSE Department.

Mrs. Brady reported that she has 7 applications for the Librarian position and the posting for a .5 Digital Media teacher to replace Tim Blake will be advertised soon. There is a need for additional study hall coverage due to teacher retirements. There may be a need to hire additional help. The Board discussed several ideas regarding the issue of study halls.

Mrs. Brady reported that the Special Education Evaluation has been completed. Based on this audit there will be a reorganization of the Special Education Department to better meet needs of students. The office will relocate to Tim Blake's room as the Pupil Services Office.

Mrs. Brady reported that North Warren is receiving the same state aid funding as 2009. Mrs. Brady stated the need to increase the level of advocacy and that 31 component districts plan to meet in Saratoga.

Mrs. Brady reported that the Capital Projects are on track to go to vote in late October or early November. Still waiting on final numbers.

The next Building & Grounds Committee meeting is tentatively scheduled for July, 15th at 5:30PM.

Mrs. Carstensen had nothing to report

Ms. Andrew reported on the Regents Results for 2014 (see attached) and highlighted the results in Physics: 10 Students Enrolled, 3 students scored 65-84, 7 students scored 85+. Ms. Andrew reported she is still waiting on ELA results. Last year results arrived in late August.

The Board commended Mr. Dibble for the Physics Regents results.

Mr. Maday thanked Ms. Andrew and Mrs. Ellsworth for their efforts on graduation.

Mrs. French reported teacher training for Envisions will be August 4th. Students are currently working on iReady pilot. Mrs. Brady suggested Mrs. French should present iReady to the Board at the September or October meeting.

Mr. Harry Balz reported the BOCES Organizational Meeting is July 9th. There will be 3 new Board members and construction projects. Mr. Balz encouraged attendance at the North Warren Building and Grounds Committee Meeting to hear about the changes.

Mr. Erickson stated that there are 3 fee options for the School Attorneys-Guercio & Guercio, LLP and questioned which option was chosen. Mrs. Brady stated Option 2 was chosen.

The next meeting of the Board of Education will be August 11, 2014 at 6:30 PM.

Motion by Mr. Hill, seconded by Mr. Robbins to adjourn to Executive Session at 8:05 PM to discuss matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person.

Motion carried unanimously.

Motion by Mr. Hiller, seconded by Mr. Hill to come out of Executive Session at 8:30 PM.

Motion carried unanimously.

Motion by Mr. Hill, seconded by Mr. Robbins to move to Regular Session at 8:35 PM.

Motion carried unanimously.

Motion by Mr. Hill, seconded by Mr. Erickson to increase the employment of Michele French, Assistant Superintendent for curriculum, Instruction and Assessment to a 12-month position, effective July 1, 2014 with a salary of \$86,589.36 with a 10% medical copayment.

Motion carried unanimously.

Motion by Mr. Erickson, seconded by Mr. Willette to adjourn at 8:40 PM.

Motion carried unanimously.

Michele French Employment Increased to 12-month position