

Minutes of the Regular Board of Education Meeting  
August 17, 2015

The Webutuck Board of Education held their August 17, 2015 meeting at 6:30 p.m. in the Webutuck High School Library.

The following Board members were present:

Kristen Panzer, President  
Christopher Mayville  
Nikki Johnson  
Richard Keller-Coffey  
Bill McGhee  
Judy Moran

Also Present:

Raymond Castellani, Superintendent  
Cynthia Hawthorne, Business Official  
Therese Trotter, District Clerk

Absent:

Cory Chinn

**1. CALL TO ORDER**

President Panzer called the business meeting of August 17, 2015 to order at 6:30 p.m.

**2. PRESENTATION**

2.01. Website – Henry Pollinger

Mr. Pollinger presented the Board with information on revamping the District webpage. He gave the Board several sites to view what other schools' websites looked like. He displayed Southern Berkshire School District website for viewing and had plugged Webutuck information in. It was visually appealing and easier to read. He reported on the process of being able to have a homepage such as Southern Berkshires while still utilizing Edline. Concerns were brought up about the webby page being secure. The Board President asked for more information including if security would be a problem. Ms. Moran stated that there is plenty we could do with the site we have we just need to set it up. Discussion ensued.

**3. PUBLIC COMMENT**

The following were topics commented on by the public:

-Summer Program was amazing, great experience.

**4. SUPERINTENDENT'S REPORT**

4.01. Foreign Language

Mr. Castellani stated that he has always wanted to invest in a foreign language program in the elementary school. We currently have the opportunity to offer ten weeks each of French, German and Spanish languages to students. The recently hired French teacher is certified in French, German, Spanish and elementary education. He explained how she would teach both elementary and secondary schools. Fourth grade students would stay an extra period one day a week and go home with elementary school students. He is

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excited about the opportunity for students this year. Discussion ensued.

4.02. BOCES-Shared Service Director of Technology

Mr. Castellani spoke about the administrative restructuring and the different scenarios that were discussed. The Technology Director position is open after the employee who had previously filled it went back into the classroom to teach. He reached out to BOCES for a shared service and they offered an individual two days a week at a cost of \$41,528.00.

Ms. Moran would like to see the resume of Chris Chamurois, the BOCES Technology Director. Mr. Castellani will include a resume in the next Board packet.

4.03. Transportation/Student Day Committee

Mr. Castellani reported that Mrs. Hawthorne will head the committee. Mrs. Hawthorne discussed who the committee would be made up of. She will schedule the first meeting towards the end of September. Dean of Students Erik Lynch, along with Jenn Chason and Ken Sauer will be reviewing and reporting on Student Day.

Mr. Castellani received information on the processes of reporting bus issues and conduct from Mr. Sauer. He will present it to the Board after the document is finalized. Discussion ensued.

4.04. Alternative Funding Committee and 4.05 Nutrition/Health and Wellness

Mr. Castellani stated that both committees will be active. Katy McEnroe will be involved in the Alternative Funding with Mr. Keller Coffey and Cory Chinn. The administrators will be leading the committees and facilitating the meetings. Discussion ensued.

4.06. Playground

Mr. Castellani visited the Millerton Elementary playground equipment to see if it was possible to use in a different location. He reported that it is too old and really shouldn't be moved or used again. Mr. Castellani will check with the insurance company on whether it will be ok to continued use at the current location. Mr. Mayville reported on speaking to a contact who was on a committee for the Amenia playground. He sent the Board the plans for the Town of Amenia playground. She said that there are many grants out there for this purpose and she would be willing to speak to the Board. Discussion ensued.

4.07. Maintenance Reassignment

Mr. Castellani reported that we are in need of a Supervisor of Maintenance and Operations due to the unfortunate passing of Mr. Lounsbury. We are canvassing through Dutchess County Personnel. Mr. Castellani recommended reassigning Robert Eastman as we had in the winter while Mr. Lounsbury had been out for medical reasons. There will be an MOA for Mr. Eastman's reassignment at the next Board meeting for Board approval. Discussion ensued.

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4.08. Athletic Placement Process

Ms. Moran reported that Policy Committee updated the Athletic Placement Policy with help from Mr. Zenz who sent them information from the State. She explained that first the Board will have to approve a resolution saying we want to allow students to play at a level that matches their maturity and development level. The Board then will approve a policy that details that process. Mr. Zenz explained that the State has revised the standards and it is much more difficult. Discussion ensued.

Mrs. Johnson reported that in Policy Committee meeting they spoke about revising the public comments policy. They also reviewed the transportation policy discussed at the last meeting and questioned if the policy meant the practice and that it was clear. They revised the transportation policy to reflect that transportation will match the student hours. They will be working on the organizational chart with the new administrative restructuring. Mrs. Johnson reported that the community service policy is a bigger issue. It is very involved. Mrs. Chason is in charge of spear heading community service. They are hopefully that it could be introduced in the 2016-2017 school year. She also reported that implementing a social media policy is also a very big issue perhaps encompassing more than the Board. Discussion ensued.

4.09. Other

Mr. Castellani stated that he would like pole banners on the light poles around the property. It would be a fundraiser and people could have their names on the banner for a donation.

Ms. Moran thanked the teachers and staff who worked the summer school program because it was a great success. She thanked Henry Pollinger for his work.

**5. CONSENSUS AGENDA VOTE**

A consent agenda is a single vote, which approves all asterisked items. Board policy (#008a) prohibits discussion of consent agenda items. Asterisked\* items can be pulled from the consent agenda for discussion by any one Board member. The amendment called for removing #7.01 Instructional Appointment, 9.01 Authorization to Declare Surplus Items, and 9.03 Approval of Potable Water System Repair/Replacement for further discussion

Ms. Moran made and Mr. Mayville seconded the motion.

Aye 6          Nay 0          The motion carried.

**6. DISTRICT CLERK'S REPORT**

**\*6.01. Approval of Minute**

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED that the Board of Education approves the minutes from August 3, 2015 Board meeting as submitted.

Ms. Moran made and Mr. Mayville seconded the motion.



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**\*7.03. Substitute Instructional Appointment**

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED that the Board of Education approves the following substitute instructional appointment:

NAME	POSITION	EFFECTIVE DATE	SALARY
Maureen Jackson	Substitute Teacher	September 02, 20	

Ms. Moran made and Mr. Mayville seconded the motion.

Aye 6            Nay 0            The motion carried

**\*7.04 Substitute Support Staff Appointment**

Upon the recommendation of the Superintendent of schools, BE IT RESOLVED that the Board of Education hereby approves the following substitute support staff appointment:

NAME	POSITION	EFFECTIVE	SALARY
Maureen Jackson	Substitute Teacher Assistant	September 02, 2015	\$11.96/hr.
Maureen Jackson	Substitute Teacher Aide	September 02, 2015	\$11.96/hr.

Ms. Moran made and Mr. Mayville seconded the motion.

Aye 6            Nay 0            The motion carried

**\*7.05 Extra-Curricular Appointments**

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED that the Board of Education approves the following Extra-Curricular Appointments for the 2015-2016 school year:

MENTEE	MENTOR	STIPEND
Jennifer Ippolito	Monica Baker	\$999
Lindsey Odell	Dan Hart	\$999
Shawn Sullivan	Darrin Butland	\$999
Lauren Boldrin	Jamie Quaranto	\$999
NAME	POSITION for 2015-2016 School Year	STIPEND
Gulten Caldas	Varsity Volleyball	\$4494
Lucille Abad	Modified Boys Soccer	\$2208

Ms. Moran made and Mr. Mayville seconded the motion.

Aye 6            Nay 0            The motion carried

**8. CURRICULUM AND INSTRUCTION**

**8.01. Approval of Athletic Placement Process**

**WHEREAS**, Section 135.4(c) (7) (ii) (a) (4) of the Regulations of the Commissioner of Education provides for a board of education to permit pupils in grades no lower than seventh grade to compete on interscholastic athletic teams organized for senior high school pupils, or senior high school pupils to compete on interscholastic athletic teams organized for pupils in the seventh and eighth grades; and

**WHEREAS**, these pupils are to be allowed to compete at levels that are appropriate to their physical maturity, physical fitness, and sport skills in relationship to other pupils in accordance with the standards established by the Commissioner of Education; and

**WHEREAS**, the State Education Department issues the competition standards for these pupils to compete under a program called the Athletic Placement Process;

**THEREFORE, BE IT RESOLVED**, that the Webutuck (Northeast) Central School District Board of Education shall permit pupils to compete after successfully completing the Athletic Placement Process for the requested sport and level.

Mrs. Johnson made and Mr. Mayville seconded the motion.

Aye 6            Nay 0            The motion carried.

**9. BUSINESS and OPERATIONS**

**9.01. Authorization to Declare Surplus Items**

This item was removed from the consent agenda.

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED, that the Board of Education declares the following item surplus and authorizes the sale of the item:

QUANTITY	ITEM	DESCRIPTION
1	Easy Stand Evolv Medium	Assists student

Ms. Moran questioned if the District will need this equipment ever again. Ms. Hawthorne stated that it was bought specifically for this student that is leaving. Discussion ensued.

Mr. Mayville made and Mr. McGhee second the motion.

Aye 6            Nay 0            The motion carried.

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**\*9.02. Approval of Issuance of Tax Warrant**

BE IT RESOLVED, that the Board of Education hereby approves the tax warrant for the 2015-16 school year as listed below and recommended by the Superintendent of Schools:

<b>Town</b>	<b>Amount of Levy</b>	<b>Tax Rate (per thousand)</b>
Ancram	\$ 216,596	11.22854
Amenia	\$6,456,355	12.46367
Dover	\$ 29,291	21.67596
Northeast	\$5,214,144	12.46376
Stanford	\$ 670,740	19.76792
Washington	\$ 351,589	12.46367

Collection period: September 5 through October 5 without penalty October 6 through November 4 with 2% penalty

Installment Plan – 1st Installment dues by September 15

2nd Installment due by March 15. A service charge of 5% will be added to installment payments by the Dutchess County Finance Commissioner.

The total tax levy of \$12,938,714 includes any tax reimbursement by New York State through the State of New York School Tax Relief Program.

Mrs. Johnson made and Mr. Mayville seconded the motion.

Aye 6            Nay 0            The motion carried.

**9.03. Approval of Potable Water System Repair/Replacement**

This item was removed from the consent agenda.

WHEREAS, the water supply piping that serves both the Webutuck(North East) Elementary School, and the Sr./Jr/ High School building has developed a severe leak under the elementary school building and is in a state of failure that would lead to the complete failure to supply water and result in damage to the school building; and

WHEREAS, the water distribution system is necessary for the movement of water from the central well pump station to the school buildings and their failure results has resulted in the complete loss of water to the buildings and additional maintenance costs to put into effect interim repairs, the water distribution system an imperative component required for the safe operation of the Elementary and Middle/High School, and it must be replaced as soon as possible as essential to the School District's ability to provide a healthy and safe facility for its students and staff; and

WHEREAS, the use of other short term solutions will not restore the water supply pumps to a fully functional state and would only result in a short term remedy that could fail at any time during a time when school is in session causing disruption to the educational program of the District; and

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WHEREAS, the health and safety of the students and staff is threatened by the lack of fully functional water distribution system to its water supply system; and

WHEREAS, the current and expected continued failure of the water distribution system requires immediate replacement to preserve the property and to assure the health and safety of students and staff.

THEREFORE, BE IT RESOLVED BY THIS BOARD OF EDUCATION AS FOLLOWS:

Section 1. The Board of Education hereby determines that the replacement of the water distribution system between the Elementary School and Sr./Jr. High School, and associated temporary repair to or replacement of related piping will allow the continued use of the water system in the interim, until such time as the water main is replaced, is a non-recurring, ordinary contingent expense that is necessary to preserve property and to assure the health and safety of students and staff. The Board of Education further determines that the current and continued failure of the water distribution system is a condition that affects the health and safety of students and staff and that the replacement of the water distribution system requires emergency, immediate action to preserve the property.

Section 2. The School District is hereby authorized to undertake the replacement of the water distribution system with a new water main system and make repairs to associated piping as needed. Due to the emergency situation, contract for the repair and replacement of the District's water main system will be awarded immediately. Therefore, no competitive bidding will be utilized.

Section 3. The School District is hereby authorized to undertake the temporary repair of the water distribution system to immediately stop the water leak under the elementary school, and to be able to temporarily supply to both the Elementary School and Sr./Jr. High School until such time as the permanent water distribution system replacement is completed and to expend from the General Fund an amount not to exceed \$20,000.00 for such purpose.

Section 4. The School District is hereby authorized to undertake the permanent replacement of the water main between the Elementary School and the Sr./Jr. High School and associated piping work and to expend from the General Fund an amount not to exceed \$191,000.00 for such purpose.

Section 5. The School District is hereby authorized to engage Morris Associates, the District Engineer, to design and oversee the repair as well as the permanent water distribution system replacement and to expend from the General Fund an amount not to exceed \$22,000.00 for such purpose.

Section 6. The Superintendent of Schools and District Engineer are hereby authorized to file any necessary and proper paperwork with the State Education Department to proceed

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with the emergency replacement of the water distribution system and are hereby authorized to immediately prepare specifications and proceed with completion of the above water distribution system replacement project.

Section 7. This is a repair/replacement project and it is exempt from further SEQRA action, being a Type II action consisting of a repair and/or replacement in kind on the same site which did not exceed the threshold of Section 617.12 of 6NYCRR Part 617, and no further environmental proceedings are necessary.

Mr. Keller Coffey thought this project was supposed to be completed by September. Mr. Castellani clarified that it was supposed to be finished by the opening of school. He reminded the Superintendent to check if the whole project was covered by insurance. Ms. Hawthorne spoke with insurance and they didn't think so. She spoke to SED and the Board needs to approve the project as an emergency and it has to come through the general fund. Discussion ensued.

Ms. Moran made and Mr. McGhee seconded the motion.  
Aye 6 Nay 0 The motion carried.

**10. BOARD OF EDUCATION**

**10.01.** Ms. Moran commented about the overage in the Board of Education budget line. She felt it was money well spent. Mr. McGhee commented that for many years the Board has not used the line.

Mrs. Hawthorne stated that the District has completed RTTT Program. The Smart School Money is under RTTT and is a total of \$507,541. A committee will be formed to meet the guidelines of using the money. Discussion ensued.

Mr. Keller Coffey questioned where we are in APPR negotiations. Mr. Castellani brought the Board up-to-date on where they are in the process. The APPR negotiated last year will be in place until a new one is negotiated however certain components have to be in place no matter what. Mr. Keller Coffey questioned where the District is as far as a struggling school. Mr. Castellani responded that the State has not released all the information yet. Opt outs are a major concern and the State does not know what to do with that yet. What effect did opt outs have on us. Mathematics we scored well. ELA scores grades 3-8 are low. Discussion ensued.

**10. PUBLIC COMMENT**

The following were topics commented on by the public:

- technology staff
- policy updates shared with necessary school employees
- signage for schools
- state of fields
- color code athletic calendar
- parent statement wants feedback

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**EXECUTIVE SESSION**

Mr. Keller Coffey and Mr. Johnson seconded a motion to adjourn to executive session at 9:02 pm for the purpose of contract negotiations personal.

Aye 6                      Nay 0                      The motion carried.

**RECONVENE PUBLIC SESSION**

Mr. Mayville made and Ms. Moran seconded a motion to adjourn the executive session and to reconvene the public session at 10:50 p.m.

Aye 6                      Nay 0                      The motion carried.

Mrs. Johnson made and Mr. Keller Coffey seconded a motion to amend the Board of Education meeting calendar start time from 7:30 pm to 7:00 pm.

Aye 4                      Nay 2                      The motion carried.

Kristen Panzer	Aye	Nikki Johnson	Aye
Christopher Mayville	Aye	Richard Keller-Coffey	Aye
Bill McGhee	Nay	Judy Moran	Nay

Ms. Panzer left at 10:55

Mrs. Johnson made and Ms. Moran seconded a motion to adjourn to executive session at 10:55 pm for the purpose of contract negotiations.

Aye 5                      Nay 0                      The motion carried.

Ms. Moran made and Mrs. Johnson seconded a motion to reconvene the public session at 11:01 pm.

**ADJOURNMENT**

There being no further business, Ms. Moran made and Mrs. Johnson seconded a motion to adjourn the meeting of August 17, 2015 at 11:02 pm.

Aye 5                      Nay 0                      The motion carried.

Respectfully submitted,

Therese M. Trotter  
District Clerk