

Minutes of the Regular Board of Education Meeting  
August 19, 2013

The Webutuck Board of Education held their August 19, 2013 meeting at 7:30 p.m. in the Webutuck High School Library.

The following Board members were present:

William McGhee, President

Christopher Mayville

Judy Moran

Kristen Panzer

John Perotti

Judy Westfall

Also Present:

James Gratto Jr., Superintendent

Therese Trotter, District Clerk

Mary Grden

Jen Chason

Jenna Garofalo

Jon Zenz

Laura Koerner

Community Member

Absent:

Robert Trotta

**1. CALL TO ORDER**

President McGhee called the business meeting of August 19, 2013 to order at 7:34 p.m.

Jenna Garfalo introduced herself to the Board of Education. She gave a brief summary of her work history. The Board welcomed her to Webutuck.

**2. PUBLIC COMMENT**

There were no comments by the public.

**3. SUPERINTENDENT'S REPORT**

**A. Technology Report from Reverse Polarity**

Mr. Gratto reported that there was a conference call last week with himself, Ms. Grden, Mr. Trachtenberg, Ms. Lejeune and Mr. Marsh to ask and answer questions of Reverse Polarity. Ms. Moran commented that the District is not getting the entire bandwidth we contracted for with BOCES because we compete with all schools that contracted with BOCES. Ms. Moran stated Reverse Polarity would be willing to come and speak at the next Board meeting. Mr. Gratto will schedule them for the next meeting.

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**B. Lacrosse, Wrestling: merger request**

Mr. Gratto stated that Mr. Zen received a letter from the Athletic Director at Pawling CSD supporting the merger for both lacrosse and wrestling. Pawling will cover all costs associated with the functioning of the team. The parents would have to assume all costs for transportation to and from Pawling School. A community member questioned if more students were interested could they also play. Board members were in agreement with any student being allowed to play if they wished to. The merger would include boys and girls lacrosse. The Board agreed to approve the merger and it will be on the next agenda for approval.

**C. Administrative Consultant**

Mr. Gratto discussed bringing Ophelia Richards back to perform evaluations. It would allow the principals to focus on curriculum. Ms. Panzer repeated concerns that teachers had regarding the limited number of teachers who were evaluated by Ms. Richards. If everyone was evaluated by the outside source it would alleviate that concern. Ms. Moran would like to review some of Mrs. Richards' evaluation on teachers from last year. Mr. Gratto will provide the evaluations for all Board members in executive session. Discussion ensued.

**D. Septic Update**

Mr. Gratto stated that Mary Grden will work with Ray Jurkowski from Morris Engineers Inc. in providing more information on soft costs such as architectural and engineering costs. Ms. Moran questioned if we could contract with the local Town Highway Departments to perform some of the work that is not particular to a septic specialists. President McGhee stated that they wouldn't be able to do the work because of the time involved. Bonding will put many local contractors out of the bidding process. Discussion ensued.

**E. Financial Update**

Ms. Grden stated that the auditors were here for three days last week. They were pleased with what they saw and the District is right on target. There were a couple of things that were brought to her attention. She explained them to the Board which included summer handicap accounts from 2007 and 2008 that needed to be adjusted and 2009 - 2011 receivables that the District is still trying to get. Ms Grden reported that the District was able to accomplish many things that it set out to do; such as, keeping the tax levy at 1.71 % with appropriated fund balance at 2.1 million and we will be able to keep our four percent in unappropriated fund balance as allowed by law. We can add to the bus reserve which means we would not have to borrow for the purchase of buses, eliminating legal and interest costs. Although, she stated that in doing so, it will deplete our bus reserve by 2014. We also will be able to fund our septic project if the Board decides to do that. Ms. Grden explained the implications and benefits of fixing the septic issue as a capital project without borrowing money. She went onto explain how the District could get aid which would be determined by tying it to something else in the building that needed work. Ms. Moran had concerns about using cash instead of bonding to buy buses. Discussion ensued.

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**4. CONSENSUS AGENDA VOTE**

Mr. Perotti made and Mrs. Westfall seconded the following motion to approve the Consent Agenda (as amended):

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 7A from the consent agenda which will allow Mrs. Panzer to vote on the Consent Agenda. Per Board policy, Mrs. Panzer cannot vote or comment on anything relating to NECC because she is a member of the NECC Board.

Ayes 6      Nays 0      The motion carried.

**5. DISTRICT CLERK'S REPORT**

**\*A.** Approval of Minutes for August 5, 2013 Board meeting.

Mr. Perotti made and Mrs. Westfall seconded a motion to approve the minutes as submitted.

Ayes 6      Nays 0      The motion carried.

**B.** Delegations - None

**6. PERSONNEL**

**\*A. Instructional Appointments**

Mr. Perotti made and Mrs. Westfall seconded the following motion:

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

Jenna Marie Garofalo	English Language Arts (7-12)
Effective: September 1, 2013	Tenure Area: English Language Arts
Probationary Period: September 1, 2013 – August 31, 2016	
Annual Salary = \$52,491, Step 1, plus MA      Replaces: Steven Pollak	

Monica Baker-Boszik	ESL Teacher 1.0 FTE
Effective: September 1, 2013	Tenure Area: ESL
Probationary Period: September 1, 2013 – August 31, 2016	
Annual Salary = \$71, 501, Step 9	Position Increased to Full Time

Ayes 6      Nays 0      The motion carried.

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**\*B. Revised Extra-Curricular Appointments for the 2013-2014 School Year**

Mr. Perotti made and Mrs. Westfall seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED, that the Board of Education hereby approves the following revised extra-curricular appointments for the 2013-2014 school year:

		<u>Stipend</u>
Denise Conway	Co-Advisor Class of 2019	\$ 121.50
Evelyn Brennie	Co-Advisor Class of 2019	\$ 121.50
William Braislin	Co-Advisor Class of 2018	\$ 121.50
Christine Gillette	Co-Advisor Class of 2018	\$ 121.50
Susan Pomeisl	Co-Advisor Class of 2017	\$ 121.50
Mari-Ann Hoke	Co-Advisor Class of 2017	\$ 121.50
Samuel Fitzgerald	Co-Advisor Class of 2016	\$ 121.50
Cara Tomasetti	Co-Advisor Class of 2016	\$ 121.50
Lisa Cope	Co-Advisor Class of 2015	\$ 121.50
Kevin Kleespies	Co-Advisor Class of 2014	\$ 121.50
Patricia Carmody	Co-Advisor Class of 2014	\$ 121.50
Susan Harrington	Advisor German Club	\$ 121.50
Sarah Martin	Advisor Spanish Club	\$ 121.50
Christine Mathers	Babysitter Club	(9hrs @ \$35.47/hr.)
Carrie Caldiero	Co-Advisor HS Student Council	\$ 121.50
Christine Henderson	Co-Advisor HS Student Council	\$ 121.50
Sarah Martin	Jr. Honor Society	\$ 121.50
Eric Harvey	Co-Advisor NHS	\$ 121.50
Christine Mathers	Co-Advisor NHS	\$ 121.50
Ayes 6	Nays 0	The motion carried.

**\*C. Leave of Absence**

Mr. Perotti made and Mrs. Westfall seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED that the Board of Education hereby approves the following unpaid .4FTE leave of absence:

Susan Pomeisl Teaching Assistant  
Effective: September 3, 2013-December 20, 2013  
Ayes 6 Nays 0 The motion carried.

**\*D. Support Staff Resignation**

Mr. Perotti made and Mrs. Westfall seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED that the Board of Education hereby accepts the following support staff resignation:

Regina Delgado Typist  
Effective: August 23, 2013  
Ayes 6 Nays 0 The motion carried.



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**\*B. Approval of Coffee Systems of Hudson Valley**

Mr. Perotti made and Mrs. Westfall seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED that the Board of Education hereby approves the Agreement between Webutuck School District and Coffee Systems of the Hudson Valley, Inc. for vending machines services for the 2013-2014 school year.

Ayes 6      Nays 0      The motion carried.

**\*C. Approval of Crisis Response Plan**

Mr. Perotti made and Mrs. Westfall seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED that the Board of Education hereby approves the Crisis Response Plan for the 2013-2014 school year.

Ayes 6      Nays 0      The motion carried.

**\*D. Approval of Donation**

Mr. Perotti made and Mrs. Westfall seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED, that the Board of Education hereby accepts the rewards program check from Prologic Consumer Marketing in the amount of \$37.00 and BE IT FURTHER RESOLVED, that the Board of Education approves the increase for the 2013-2014 Budget in the amount of \$37.00 in Budget Code A2110.450 02 00 32 and to be recorded in Revenue Account Code A2770.

Ayes 6      Nays 0      The motion carried.

**\*E. Approval of Reduction of Tax Certiorari**

Mr. Perotti made and Mrs. Westfall seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED that the Board of Education hereby approves the reduction of tax certiorari, Whereas, a review of the Tax Certiorari Reserve account has been completed and it has been determined that an estimate of the Reserve indicates that total amount of this reserve should be reduced. Therefore, be it resolved, that an amount of \$50,000 be reduced from the Tax Certiorari Reserve account and be returned to the June 30, 2013 fund balance.

Ayes 6      Nays 0      The motion carried.

**\*F. Approval of Transfer of Funds**

Mr. Perotti made and Mrs. Westfall seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED that the Board of Education hereby approves the transfer of funds in the amount of \$200,904 from the unappropriated 2012-13 General Fund Balance to the Bus Reserve Fund as approved by the voters on May 15, 2012.

Ayes 6      Nays 0      The motion carried.

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

Mr. Perotti made and Mrs. Westfall seconded the following motion:

BE IT RESOLVED, that the Board of Education hereby approves the tax warrant for the 2013-14 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	\$ 221,288	11.79949
Amenia	\$ 6,293,688	12.15348
Dover	\$ 29,044	21.70263
Northeast	\$ 5,024,385	12.15356
Stanford	\$ 643,448	19.58659
Washington	\$ 357,523	12.15348

Collection period: September 4 through October 4 without penalty

October 5 through November 4 with 2% penalty

Installment Plan – 1<sup>st</sup> Installment dues by September 15

2<sup>nd</sup> 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 \$12,569,376 includes any tax reimbursement by New York State through the State of New York School Tax Relief Program.

Ayes 6      Nays 0      The motion carried.

**\*H. Approval of Used Bus Bid/Purchase**

Mr. Perotti made and Mrs. Westfall seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED, the Board of Education hereby awards the acceptable lowest bid for the purchase of a used bus as follows:

<b>VEHICLE</b>	<b>AMOUNT</b>	<b>VENDOR</b>
Blue Bird Vision 3011 71 passenger	\$78,500	NY Bus Sales, LLC
Ayes 6      Nays 0	The motion carried.	

**\*I. Approval of Surplus Vehicle Bids**

Mr. Perotti made and Mrs. Westfall seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED, the Board of Education hereby awards the acceptable highest bid for surplus vehicles as follows:

<b>VEHICLE</b>	<b>AMOUNT</b>	<b>VENDORS</b>
2001 Chevy Bus #97	\$ 659.00	James Hosier
2004 International Bus #101	\$6800.00	Don Brown Bus Sales
Ayes 6      Nays 0	The motion carried.	

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**\*J. Approval of Miscellaneous Surplus Equipment Bid**

Mr. Perotti made and Mrs. Westfall seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED, that the Board of Education hereby awards the acceptable highest bid for miscellaneous surplus equipment as follows:

ITEMS	AMOUNT	VENDOR
Lot #1 Athletic Uniforms/Jerseys	\$10.00	Jonathan Zenz
Ayes 6      Nays 0	The motion carried.	

**\*K. Approval of Waste Oil Bid**

Mr. Perotti made and Mrs. Westfall seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED, that the Board of Education hereby awards the acceptable highest bid for Waste Oil as follows for August 2013 – June 2014:

\$ .80 per gallon (no minimum pickup)	Basil Auto Sales
Ayes 6      Nays 0	The motion carried.

**\*L. Approval of Bus Lease**

Mr. Perotti made and Mrs. Westfall seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED that the Board of Education hereby approves the specifications to bid one 72 passenger bus lease for one year.

Ayes 6      Nays 0      The motion carried.

**8. BOARD OF EDUCATION**

**A. Board Committees**

Mr. McGhee is still working on committee appointments.

**B. Board Goals**

Ms. Moran suggested removing septic system as a goal because it has to be done. President McGhee wanted it to be included. Discussion ensued.

C. Mr. McGhee stated that he was notified the gym locker room lights stay on all night. He asked Mr. Zenz if they could be put on sensors. Mr. Zenz will speak with Mark Lounsbury regarding the lights.

D. The bus issue on Mechanic Street was discussed at length. Ms. Panzer suggested the bus stop be on Route 343. President McGhee stated there had been an accident about a year ago when the stop was on Route 343 and they moved it to Mechanic Street. Discussion ensued.

**11. PUBLIC COMMENT**

There were no comments from the public.



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**12. EXECUTIVE SESSION**

Mrs. Westfall made and Mrs. Panzer seconded a motion to adjourn to executive session at 9:00 pm for the purpose of discussing the employment history of a particular person or persons.

Ayes 6      Nays 0      The motion carried.

**13. RECONVENE PUBLIC SESSION**

Mr. Perotti made and Mrs. Westfall seconded a motion to adjourn the executive session and to reconvene the public session at 9:32 pm.

Ayes 6      Nays 0      The motion carried.

**14. ADJOURNMENT**

There being no further business, Mrs. Panzer made and Mr. Perotti seconded a motion to adjourn the meeting of August 19, 2013 at 9:32 pm.

Ayes 6      Nays 0      The motion carried.

Respectfully submitted,

Therese M. Trotter  
District Clerk