

Minutes of the Regular Board of Education Meeting
December 5, 2011

The Webutuck Board of Education held their December 5, 2011 meeting at 7:30 p.m. in the Webutuck High School Library.

The following Board members were present:

Dale Culver, President
Joanne Boyd
Judy Moran
Kristen Panzer
John Perotti
Robert Trotta

Also Present:

James Gratto Jr., Superintendent
Mary Grden, School Business Manager
Therese Trotter, District Clerk
Katy McEnroe – WES Principal
Michelle Smith- Teacher
Jay Curtis, EBIS Principal
Jennifer Dowling and husband
Beth Murphy
Laura Calabrese
Robert Eastman

Absent:

William McGhee
Brian Christofel, Student Representative

CALL TO ORDER

President Culver called the business meeting of December 5, 2011 to order at 7:38 p.m.

EXECUTIVE SESSION

Ms. Moran made and Mr. Perotti seconded a motion to adjourn to executive session at 7:39 pm for the purpose of discussing the employment history of a particular person or persons.

Ayes 6 Nays 0 The motion carried.

RECONVENE PUBLIC SESSION

Ms. Moran made and Mrs. Panzer seconded a motion to adjourn the executive session and to reconvene the public session at 8:08 pm.

Ayes 6 Nays 0 The motion carried.

PRINCIPALS' REPORT

Jay Curtis, Intermediate Principal – EBIS BET

This presentation was moved to December 12, 2011.

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Michelle Smith, Elementary Teacher – Use of Technology in Classroom

Michelle Smith spoke about the technology she uses in her classroom to teach her students. She stated that she loves her Smartboard, as do her students, and she utilizes it in any way she can such as showing students different virtual versions of a story. She explained that she has been working on punctuation in her class and found a book Don't look at it! Don't touch it!, which had a lot of punctuation on its cover. She used the book as a writing lesson and the students created a representation of each scene in the book using materials in her classroom. She incorporated reading, writing and math into the project with the students. She and the students then made a movie of the project using Microsoft Movie Maker. The students were involved in selecting which scene went in what sequence and they also figured out the timing of the scenes. She showed the movie to the audience which everyone enjoyed.

Mrs. McEnroe stated she gave an updated copy of the BET goals to all members of the Board.

PUBLIC COMMENT

No were no comments from the public.

STUDENT REPORT

There was no student report tonight.

PRESENTATION: Jennifer Dowling: Berkshire Taconic Community Foundation
Jennifer Dowling spoke about what the Berkshire Taconic Community does and why she has come to the Board meeting. They are a Community Foundation for North East Dutchess, Columbia County, Litchfield County, and Berkshire County. They are nonprofit public charity that has been in existence for approximately 25 years. She explained that for the last twelve years they have been actively working with public school districts in the region creating Education Enrichment Funds. The purpose of these funds is to support innovative projects for students and teachers that would not normally be supported by the budget. She explained that these projects range from in or out of the classroom, field trips and even artist-in-residence. All kinds of projects can be supported by these funds. She went on to explain that they have been approached by a number of people to start a fund for Webutuck. She would like to work with the Superintendent putting a team together of seven to nine people comprised of parents, community leaders, business people and one or two school employees. Their job would be to raise funds for this endowment which will be a permanent fund and will oversee the distribution of the grants. She explained that the various schools they have worked with all operate their funds differently which she went on to explain. She noted that endowments are permanently restricted funds which spend a portion of their money on grants each year with the idea that donors feel confident that their money will build and grow so that every dollar that is given in a year is invested and produces a little more income so that ideally there is more money to spend each year. Ms. Dowling stated that Berkshire Taconic Foundation will receive 2% of the assets in the funds raised. Discussion then turned to Webutuck Fund for Excellence which was started in 1996. It was created to provide

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supplemental financial support for the education of students at Webutuck. The fund has been dormant since 2004 with a balance of \$6000. The history of the fund was discussed with Beth Murphy stating she and Bob Meade were the only active WFFEE members. Board members had questions ranging from the time frame to raise the money; guidelines to follow; can individual students benefit; to how the fund will be managed. Mrs. Dowling explained that the endowment building enterprise would encourage donors to give larger gifts which would not be for a single project which was WFFEE's focus in the past. Ms. Dowling will schedule a meeting with Superintendent Gratto to begin developing a team. Discussion ensued.

CONSENSUS AGENDA VOTE

Mr. Perotti made and Mrs. Boyd seconded the following motion to approve the Consent Agenda (as amended). The amendment by Mr. Trotta called for removing 10.A under Personnel due to the fact he is representing Ray Rivard and an amendment by Judy Moran called for removing 10.F under Personnel.

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.

Ayes 6 Nays 0 The motion carried.

DISTRICT CLERK'S REPORT

*A. Approval of Minutes for November 21, 2011 Board meeting.

Mr. Perotti made and Mrs. Boyd seconded a motion to accept the minutes as submitted:

Ayes 6 Nays 0 The motion carried.

B. Delegations - None

PERSONNEL

A. Support Staff Appointments

This item was removed from the consent agenda

Ms. Moran made and Mr. Perotti seconded the following motion:

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

Brendan Sheehan	Teacher's Aide (1.0 FTE)
Effective: December 6, 2011	Salary: \$12.01/hr, Step 1 per CSEA

Raymond Rivard	Maintenance Worker (.5 FTE)
Effective: December 6, 2011	Salary: \$16.90/hr, Step 1 per CSEA

Raymond Rivard	Custodial Worker (.5 FTE)
Effective: December 6, 2011	Salary: \$14.92/hr, Step 1 per CSEA

Ayes 5 Nays 0 The motion carried.

Mr. Trotta abstained from the vote.

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***B. Substitute Support Staff Appointments**

Mr. Perotti made and Mrs. Boyd seconded the following motion:
Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED that the Board of Education hereby approves the following substitute support staff appointments:

Monica Ostrander	Substitute Teacher Aide/Assistant
Effective: December 6, 2011	Salary: \$11.96/hour
Conrad Gagnon	Substitute Teacher Aide/Assistant
Effective: December 6, 2011	Salary: \$11.96/hour

Ayes 6 Nays 0 The motion carried.

***C. Extra-Curricular Appointments for the 2011-2012 School Year**

Mr. Perotti made and Mrs. Boyd seconded the following motion:
Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED, that the Board of Education hereby approves the following 2011-2012 extra-curricular appointments:

Jay Bradley	Play Instrumental Director
Lee Stowe	Play Vocal Director
Lee Stowe	Drama Club Advisor

***D. Leave of Absence**

Mr. Perotti made and Mrs. Boyd seconded the following motion:
Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED that the Board of Education hereby approves the following paid/unpaid leave of absence as authorized under the Family Medical Leave Act:

Trisha Lawrence	Typist
Effective: approx. January 13, 2012- June 30, 2012	

Ayes 6 Nays 0 The motion carried.

***E. Instructional Staff Resignation**

Mr. Perotti made and Mrs. Boyd seconded the following motion:
Upon the recommendation of the Superintendent, BE IT RESOLVED that the Board of Education hereby accepts the following Instructional Staff Resignation for the purpose of retirement:

Brian Geraghty	Elementary Education
Effective: January 27, 2012	

Ayes 6 Nays 0 The motion carried.

F. Instructional Staff Appointments

Regarding the SAT Prep class, Mrs. Moran questioned if a decision had been made about the cost to students outside the district who took the course and how many students are being allowed. The Superintendent stated it will cost fifty dollars for Webutuck students and seventy-five dollars for students outside the District. There will be ten students to a class and if there are less than ten students he will speak to the Board.

Mrs. Moran made and Mrs. Panzer seconded the following motion:

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

Henry Pollinger	English - SAT Prep. Course Instructor
Effective: December 1, 2011-January 31, 2012	

Robert Reid	Math - SAT Prep. Course Instructor
Effective: December 1, 2011-January 31, 2012	

Ayes 6 Nays 0 The motion carried.

SUPERINTENDENT'S REPORT

A. Posting of Labor Contracts on the District website

The Superintendent spoke about posting the Superintendent contract and the Teacher's contract on the website by having a link to SeethroughNY.com. President Culver suggested that every contract should be on the website and suggested putting the CSEA and Administrative contracts on along with a link to SeethroughNY for the other two contracts.

B. Development of Client Survey

Mrs. Panzer had many questions on the survey. She stated there should be much more discussion beforehand and feels the survey needs more structure. Mrs. Boyd stated that she didn't look at the survey questions for depth of information but for something short and easy. Mr. Gratto reminded members that this is only a first step to get their feedback and suggestions. President Culver suggested it be the Board's climate survey and members should give feedback to the Superintendent and go from there. Discussion ensued. It was noted that BOCES is thinking of putting a climate survey together for all the Districts to use.

C. Update on plans to implement the School Tools Parent Portal.

The Superintendent commented on School Tools which is the District's data management system. The District is moving towards having a Parent Portal site, which is part of the School Tools system, on our home page that would allow parents and students to review their grades and attendance. The Superintendent stated he will keep the Board informed of how the process is coming along and when the Parent Portal site will be up and running.

D. The Superintendent was asked how the District tracks staff attendance. He explained that he is looking at AESOP which is the District's substitute teacher call program, and will report to the Board when complete.

CURRICULUM AND INSTRUCTION

A. Program Planning for 2012-2013

Program Planning has been going on since September. The Superintendent commented that they are looking at this year and evaluating how things are going. He also is planning for next year and focusing on those important topics that need to be looked at such as AIS, efficient use of staff, and professional development.

B. Update on math text book research and NWEA assessment program.

The District is in the process of researching a new K-6 Math book series. Mr. Gratto explained that NWEA program is an interim assessment. It stands for Northwest Western Evaluation Associates. It is a computer based assessment program.

BUSINESS AND OPERATIONS

***A. Declare Surplus Books**

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

Upon the recommendation of the Superintendent, BE IT RESOLVED, that the Board of Education hereby declares excess private school textbooks.

Ayes 6 Nays 0 The motion carried.

***B. Surplus Waste Oil**

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

Upon the recommendation of the Superintendent, BE IT RESOLVED, that the Board of Education hereby declares five drums used waste oil as surplus to be put out to bid.

Ayes 6 Nays 0 The motion carried.

***C. Acceptance of Grant/Donation from Berkshire Taconic Community Foundation**

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

Upon the recommendation of the Superintendent, BE IT RESOLVED, that the Board of Education hereby accepts with gratitude a grant/donation in the amount of one thousand dollars (\$1000.00) from the Millbrook Friends of Music in the Schools to be used as the “District determines best especially for its youngest students to gain an awareness and hopefully an appreciation of classical music through which even the most cutting edge of today’s music is derived.”

Ayes 6 Nays 0 The motion carried.

BOARD OF EDUCATION

A. Approval and Adoption of Policies Series 2000 (School Board Governance) and Series 3000 (Administration)

Mr. Trotta made and Mrs. Panzer seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED, that the Board of Education hereby approves the adoption of Policies Series 2000 (School Board Governance) and Series 3000 (Administration).

Ayes 6 Nays 0 The motion carried.

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B. Finance Committee Update

President Culver updated the Board on the recent meeting of the Finance Committee. Their agenda consisted of the following topics: reviewing senior exemptions; review of the internal audit report will take place in February; discussion of a propane fueling station which would give the District the opportunity to use propane buses, MES surplus items and lastly preliminary issues for the 2012-2013 school budget. Those items are the \$170,000 increase in debt service which comes from “bleeding down” a fund that has been contributing a small amount each year since the Capital Project, that money will now come directly out of the main budget; the step freeze taken by teachers last year will be \$125,000 increase this year, increase in health insurance will be \$205,000, loss of ARRA and Educational Jobs Fund money will be \$281,000 and lastly the 2% tax levy cap will be \$242,484. President Culver announced that they will meet with the Power Authority which he hopes will give us a plan of energy savings into the future. Mr. Trotta questioned if there had any headway made on a generator. President Culver stated that there hadn’t been much progress. Discussion ensued.

PUBLIC COMMENT

Michelle Smith commented on our area being very windy consistently when they are out on the playground and perhaps we could use a windmill for energy savings.

The Stefanie Giglio, the newspaper reporter spoke about a boy in Malawi that collected scrap metal and made a windmill. She suggested that the District should have the technology class collect scrap metal and build one

Mrs. Boyd thanked Mr. Geraghty for his many years of service and wished him well in his retirement.

EXECUTIVE SESSION

Mr. Perotti made and Mrs. Boyd seconded a motion to adjourn to executive session at 9:25 pm for the purpose of discussing the employment history of a particular person or persons.

Ayes 6 Nays 0 The motion carried.

RECONVENE PUBLIC SESSION

Mr. Perotti made and Mr. Trotta seconded a motion to adjourn the executive session and to reconvene the public session at 10:11 pm.

Ayes 6 Nays 0 The motion carried.

ADJOURNMENT

There being no further business, Ms. Moran made and Mrs. Boyd seconded a motion to adjourn the meeting of December 5, 2011 at 10:12 pm.

Ayes 6 Nays 0 The motion carried.

Respectfully submitted,

Therese M. Trotter

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District Clerk