

Minutes of the Regular Board of Education Meeting  
October 15, 2012

The Webutuck Board of Education held their October 15, 2012 meeting at 7:30 p.m. in the Webutuck High School Library.

The following Board members were present:

William McGhee, President  
Joanne Boyd  
Judy Moran  
Kristen Panzer  
Judy Westfall

Also Present:

James Gratto Jr., Superintendent	
Therese Trotter, District Clerk	
Kenneth Sauer	Bob Eastman
Jay Curtis	Barb Riley
Nancy Gagne	Claire Markonic
Jon Zenz	Dale Culver
Denice Clapper	Vicky Barros

Absent:

Mary Grden, School Business Manager  
John Perotti  
Robert Trotta

**1. CALL TO ORDER**

President McGhee called the business meeting of October 15, 2012 to order at 7:35 p.m.

Board of Education Appreciation: Mr. Gratto announced it was Board Appreciation Week. He noted the Board members commitment to the District and the number of additional meetings that took place just over the summer alone. Mr. Gratto thanked the Board members for their time and efforts. Cake and coffee were served.

**Victor Churchill, Churchill, Sickler and Torchia**

Mr. Churchill summarized the annual audit that took place during the summer. He announced that the Audit Report was clean, which was noted in the report as an “unqualified opinion”. The Internal Control Report noted nothing and nothing was found related to significant or material deficiencies. It is required by law that a separate audit be performed on extra-classroom activities and that was also a clean opinion. The Management Letter had an item on it from the prior year related to extra-classroom activities, and that item has been resolved. Currently, there is an item in the letter regarding cost containment and downsizing that happened in the District Office and the separation of responsibilities. He explained under New York State Real Property Tax Law, districts have to stay under 4%. Webutuck School District is under that 4% limit. Mr. Churchill stated the Audit Opinion is Webutuck is in decent financial shape and good financial shape in comparison to other districts. Discussion ensued.

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**2. PRINCIPALS' REPORT**

**Principals' APPR - Kenneth Sauer**

Mr. Sauer explained the ISLCC Standards and stated that administrators are expected to have knowledge of the teaching standards which are: content, pupil growth and development, learning styles, classroom instruction and management, communication, lesson planning, communication and assessment, reflection and building community. Each of the administrators' six standards will be delineated by three component pieces. Mr. Curtis went over the performance rubric which is based on the ISLCC standards – the six domains. Discussion ensued.

Mr. Gratto commented that the SANNYS representative called today regarding the point system needing to be revised. Mr. Gratto recommended pulling the APPR resolution from the agenda to be able to review the changes. It will be added to the next agenda.

**Teachers' APPR - Nancy Gagne**

Mrs. Gagne read into record a letter from the Webutuck Teachers' Association. It stated that the WTA "recognizes the importance of focusing on teacher quality and student achievement". It also stated the WTA's support of the Common Core Learning Standards and that they are committed to the evaluation system that improves instruction and academic growth. It acknowledged that New York State evaluation law links results of the evaluation to professional development and support for teachers throughout the process. APPR is not about firing teachers but helping teachers become better at what they do.

Mr. Gratto stated the APPR Principal and Teacher plans will be on the next agenda for approval. Discussion ensued.

**3. PUBLIC COMMENT**

The following topics were commented on by the public:

-CSEA negotiations

**4. STUDENT REPORT**

Claire Markonic – reported on Spirit Week and the theme for each day. There will be hall decorating in the high school with judging by students in grades 4-6 for the best decorations. She noted what will be happening on Community Day, October 20 and that boys' soccer will be going to sectionals. TEAM will be going to Astor Head Start for their annual field trip. They spend time with the children reading and coloring.

**5. CONSENSUS AGENDA VOTE**

Mrs. Boyd 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.

Mrs. Boyd called for removing 9B for further discussion.

Ayes 5      Nays 0      The motion carried.

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**6. DISTRICT CLERK'S REPORT**

**\*A.** Approval of Minutes for October 1, 2012 Board meeting.

Mrs. Boyd made and Mrs. Westfall seconded a motion to accept the minutes as submitted.

Ayes 5      Nays 0      The motion carried.

**B.** Delegations - None

**7. PERSONNEL**

**\*A. Substitute Instructional Appointment**

Mrs. Boyd 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 substitute instructional appointment:

Dean Engle	Substitute Teacher
Effective: October 16, 2012	Salary: \$85/day
Ayes 5      Nays 0	The motion carried.

**\*B. Instructional Tutor Appointment**

Mrs. Boyd 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 Tutor appointment:

Dean Engle	Tutor (per diem)
Effective: October 16, 2012	Salary: \$15.00/hour
Ayes 5      Nays 0	The motion carried.

**\*C. Substitute Support Staff Appointment**

Mrs. Boyd 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 substitute support staff appointment:

Lynn Spadaccini	Substitute Bus Driver
Effective: October 16, 2012	Salary: \$16.80/hour
Ayes 5      Nays 0	The motion carried.

**\*D. Amend Substitute Instructional Appointment**

Mrs. Boyd 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 amends the following substitute instructional appointment salary:

Amy Haase	Substitute Teacher
Effective: October 2, 2012	Salary: \$90/day
Ayes 5      Nays 0	The motion carried.

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**8. SUPERINTENDENT'S REPORT**

**A. Guidance**

Mr. Gratto asked for clarification regarding what information the Board wanted. Ms. Moran would like them to keep track of students that they council, information on number of students seen, how many sessions counseling students and results for the Board to review. It was decided the reports would be sent to the Board once a semester. Discussion ensued.

**B. Mock Trial Correspondence**

Mr. Gratto stated he had spoken with Bob Trotta and he did not want to modify the Mock Court letter and it should be sent as is.

**C. Race To The Top Quarterly Presentation: November 5, 2012**

Rosanna Hamm and Henry Pollinger will speak to the Board at the next meeting on behalf of the English and Math departments.

**D. Ski Club**

Mr. Gratto explained they are not requesting transportation so the Board does not have to recognize the club. They are independent. Discussion ensued.

**E. Request for K-3 Early Dismissal on November 14, 2012**

Mr. Gratto stated that the teachers are requesting early dismissal for K-3. It will allow for Grandparent Luncheon set up and Parent conferences. Discussion ensued.

Mr. McGhee made Mrs. Panzer seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED, that the Webutuck Board of Education hereby approves an early dismissal day on November 14, 2012 at noon for grades K-3 only.

**9. CURRICULUM AND INSTRUCTION**

**\*A. Committee on Special Education Monthly Reports**

Mrs. Boyd made and Mrs. Westfall seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED, that the Webutuck Board of Education hereby accepts the Committee on Special Education report for September 2012, prepared by the Webutuck Central School District Committee on Pre-School Education and by the Webutuck Central School District Committee Special Education

Ayes 5      Nays 0      The motion carried.

**B. Approval of APPR Plans**

This item was removed from the consent agenda.

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED, that the Board of Education hereby approves the APPR Plans for Principals and Teachers for the 2012-2013.

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**10. BUSINESS AND OPERATIONS**

**A. Acceptance of External Audit**

Mrs. Westfall 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 accepts the External Financial Audit for 2011-2012.

Ayes 5      Nays 0      The motion carried.

**\*B. Approval of Advanced Therapy Agreement**

Mrs. Boyd made and Mrs. Westfall seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED that the Board of Education approves the Agreement with Advanced Therapy for OT services for a student at ASTOR Home.

Ayes 5      Nays 0      The motion carried.

**\*C. Approval of Bus Lease**

Mrs. Boyd made and Mrs. Westfall seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED, that the Board of Education approves the Bus Lease for one 2012 Blue Bird Bus VIN #1BAKGCPA0CF286514 in the amount of nine thousand five hundred dollars with New York Bus Sales LLC through June 30, 2013.

Ayes 5      Nays 0      The motion carried.

**\*D. Approval of Award**

Mrs. Boyd made and Mrs. Westfall seconded the following motion:

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED, that the Board of Education approves the award of the Hot Water Tank Replacement to M&M Mechanics and Plumbing in the amount of \$20,000.

Ayes 5      Nays 0      The motion carried.

**\*E. Approval of Donation**

Upon the recommendation of the Superintendent of Schools, BE IT RESOLVED, that the Webutuck Board of Education hereby accepts the generous donation from the following organization:

Millbrook Rotary Club      10 TI-30XIIS and 8 TI-83+

Mr. McGhee noted the donation and thanked the Millbrook Rotary for their generous donation.

Ayes 5      Nays 0      The motion carried.

**11. BOARD OF EDUCATION**

**A. Committee Reports**

- Negotiations: Mr. Gratto reported that there were offers made to each union. He will elaborate more in Executive Session.
- Finance: Jenny Hansell from NECC attended to discuss the lease agreement. The District will pick up plowing cost and NECC will continue mowing for this year. They established that the District and NECC will review the agreement for renewal in an earlier time frame for next year.

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**B.** Mrs. Boyd announced that she had attended the DCSBA discussion on APPR. DCSBA asked districts to bring information on where they were in with APPR for next meeting. She also noted several districts are looking for new superintendents and wanted to know how other districts performed their search.

Mr. McGhee spoke about the class size information and specifically if classes that had very low student numbers could be changed. Mr. Gratto had spoken to Mr. Curtis and no changes can be done this year. Discussion ensued.

Mrs. Panzer revisited the MSG Varsity taping of the girls' soccer game against Spackenkill which ended in a loss of 0-9 for Webutuck. Parents were upset the filming took place against a team that was as strong as Spackenkill. Mrs. Panzer questioned how the filming of the game was scheduled. Mr. Zenz, Athletic Director, was in attendance and explained how MSG Varsity was scheduled to tape the game. Discussion ensued.

**12. PUBLIC COMMENT**

There were no comments from the public:

**13. EXECUTIVE SESSION**

Ms. Moran made and Mrs. Panzer seconded a motion to adjourn to executive session at 9:10 pm for the purpose of discussing the employment history of a particular person or persons.

Ayes    5            Nays    0            The motion carried.

**RECONVENE PUBLIC SESSION**

Mrs. Westfall made and Ms. Moran seconded a motion to adjourn the executive session and to reconvene the public session at 10:50 pm.

Ayes    5            Nays    0            The motion carried.

**ADJOURNMENT**

There being no further business, Mr. McGhee made and Mrs. Panzer seconded a motion to adjourn the meeting of October 15, 2012 at 10:51 pm.

Ayes    5            Nays    0            The motion carried.

Respectfully submitted,

Therese M. Trotter  
District Clerk