

Heuvelton, NY 13654

A Regular Meeting of the Board of Education of the Heuvelton Central School District was held in the Multi-Media Room on Wednesday evening, June 20, 2012. The Meeting was called to order by Vice President John Zeh at 7:33 p.m.

Members present: Michael Davis, President, Dr. John Zeh, Vice President, Keith Carmany, Richard Moore and Thomas Nichols

Members absent: Dennis Durant and Andrew Martin

Also present: Susan Todd, Superintendent and Tessa Herron, District Clerk

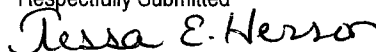
Guests: S. Murdock & D. Hale

12-20 Motion #1 To adopt the proposed agenda.
Adopt proposed agenda Moved: Nichols Seconded: Carmany
Five present, five ayes. Carried

12-21 Motion # 2 To approve convening an Executive Session for the purpose of discussing employment of a particular individual and appoint
Convene Executive Susan Todd as Clerk Pro-Tem.
session Moved: Zeh Seconded: Nichols
Five present, five ayes. Carried

Executive Session convened at 5:12 p.m.

Respectfully Submitted

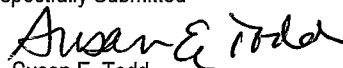


Tessa E. Herron
District Clerk

12-22 Motion # 3 To approve ending Executive Session at 5:50 p.m.
End Executive Session Moved: Davis Seconded: Moore
Five present, five ayes. Carried

Executive Session ended at 5:50 p.m.

Respectfully Submitted



Susan E. Todd
Clerk Pro-Tem

12-23 Motion # 4 To accept with regrets the resignation of Desaree Backus as High School Social Studies Teacher.
Resignation Moved: Zeh Seconded: Nichols
Five present, five ayes. Carried

12-24 Motion # 5 To conditionally appoint, pending New York State Education Department Clearance for Employment, Margaret Whalen for a
Appointment three year probationary period in the academic tenure area of 7-12 Social Studies effective September 1, 2012 through June 3
2015 at a salary of \$36,638 based on Step 1, Schedule B MA of the current HTA negotiated agreement.
Moved: Davis Seconded: Nichols
Five present, five ayes. Carried

12-25 Board Work Session Board Work Session: Board Goals for 2012-2013

- Mrs. Todd went over the Heuvelton Central School District's Mission Statement.

Our mission is to provide a family atmosphere which will allow members of our community to learn to their utmost potential, in a warm, supportive environment. We, the unified Heuvelton community, are dedicated to developing the skills, knowledge, and attitudes necessary for our students to be successful, contributing members of our society.

- The 2011-2012 HCS Board Goals were reviewed.
 - Goal 1: Continue to strive to become a High Performing School based on the following criteria:
 1. Clear and Shared Focus
 2. High Standards and Expectations
 3. Effective School Leadership
 4. High Levels of Collaboration and Communication
 5. Curriculum Instruction and Assessment Aligned with Standards
 6. Frequent Monitoring of Teaching and Learning
 7. Focused Professional Development
 8. Supportive Learning Environment
 9. High Levels of Community and Parent Involvement

- Goal 2: Provide the necessary resources and support for administrators and teachers so they have the opportunity to be successful in their Annual Professional Performance Review (APPR).
- Goal 3: Our mission statement will guide our allocation of resources even during challenging fiscal times.
- Dr. Zeh stated that a goal for this year should be to work together creating a Regional High School and that negotiations should be considered a goal.
- Mrs. Todd presented the Board with the 2012-2013 HCS Administrators' Goals. The administrators worked on their goals at the Constructivist Conference. Mr. Davis handed out a letter received from Greg Littell who was their team facilitator at the conference. The Administrators goals are:

Superintendent

By September 1, 2012 complete all the necessary remaining components for the Heuvelton Central School District to be 100% in compliance for the Dignity for All Students Act. Action plan includes:

- Develop an age-appropriate version of the Dignity Act policy, written in plain language, to be included in the Elementary Handbook and distributed to students.
- Mail copies of the Code of Conduct to all parents.
- Ensure that copies of the Code of Conduct are made for all 5- 12 students to be distributed at a school assembly at the beginning of the school year.
- Meet with School Psychologist Stephanie Gilbert to outline her duties as Dignity Act Coordinator.
- Select training for STAFF to raise their awareness and sensitivity to potential discrimination or harassment and prevent and respond to discrimination or harassment.
- Develop method for students who have witnessed acts of discrimination and/or harassment to report such incidents to the Dignity Act Coordinator.
- Develop survey for 5-12 students to gauge Bullying/Harassment issues in the district at the start of the school year and as an assessment tool to evaluate effectiveness of the districts response to DASA at the end of the year.

By October 1, 2012 complete all necessary remaining components of the Heuvelton Central School District's Annual Professional Performance Review for Teachers and Principals to be 100% compliant with Commissioner's Regulations for Education Law §3012-c. Action plan includes:

- Recommend Board approval of the Principals' APPR
- Seek Board Resolution for Trained Evaluators for APPR
- Oversee SLO and Local Assessment Development and Process
- Submit Heuvelton Central School Data in APPR Review Room on the SED web-site

By June 1, 2013 ensure that the District has aligned all Pre-K—12th grade curriculum with NYS Standards and Common Core. Action plan includes:

- Review with Building Principals all District Curriculum Maps and identify areas that are incomplete or not aligned to the NYS Standards and Common Core
- Develop a method and schedule for Building Principals to address subject/grade level improvements for aligning the curriculum

- Schedule monthly Administrative reports on Curriculum Mapping Progress

Middle/High School Principal

During the 2012-2013 school year I will increase my knowledge regarding effective instructional practices. I will be doing this at the 'applying level' as listed in the administrative domain 2, area 3 in our APPR. Action plan includes:

- Reading the books *Highly Engaged Classroom* and *School Leadership that Works*.
- Watching the DVD titled *Supervising the Art and Science of Teaching* (Marzano).
- Meeting with administrative team on a weekly basis to discuss best practices observed during walk throughs.
- Regularly meeting with teachers and teams to discuss effectiveness of their practice.
- Attending any relevant professional development and St. Lawrence County Principals meetings

During the 2012-2013 school year I begin to develop a systematic long-range plan to increase high school graduation rate by at least 2% per year at Heuvelton Central School, based on the yearly cohort. Action plan includes:

- Increasing the awareness of the Community, parents and students of the value of a high school diploma.
 - Newsletters
 - Presentations
 - Guest Speakers
- Increasing the awareness of the faculty about Heuvelton Central School drop out statistics.
- Developing a schoolwide plan with faculty and staff committed to assist in increasing our graduation rate.
- Identifying students at risk risk of dropping out early. Then, with guidance and teaching staff developing strategies to support these students.

Elementary Principal Goals:

Ensure that the 2nd grade cohort Fountas and Pinnell reading scores increase by 15% (49% to 66%) during the 2012-2013 school year.

- Provide teachers with each students' end of 2011-2012 school year assessment scores and teaching points
- Meet bi-weekly with AIS teacher to receive updates on weekly running record reports
- Meet monthly with AIS, Special Education, and 2nd grade teachers to review progress (assessment data) and adjust student groups for additional services as necessary

During the 2012-2013 school year score at the applying level on all subheadings of Administrator's Domain 3 a "Guaranteed and Viable Curriculum" of the Marzano Rubric for my Annual Professional Performance Review (APPR).

- Review all Prek-4 grade curriculum maps by 9/30/12.
 - Provide support to the Prek-4 teachers with constructive input
 - Meet with grade level teams on a regular basis to review and discuss progress on alignment of curriculum
 - Ensure all Prek-4 previously completed curriculum maps are aligned with the Common Core and NYS Standards by June 15, 2013.
- Dr. Zeh asked why Mrs. Belleau's goal to review progress (assessment data) is targeted just for 2nd grade. Mrs. Todd informed him that her goal to assess this data is for this particular cohort of kids going into 2nd grade. Mrs. Todd provided the Board with a handout on the graduation rates to coordinate with Mr. Warden's goals.
- The Board reviewed the Board Self-Evaluation results from 2010-2011 and 2011-2012.

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- The Board discussed goals for the 2012-2013 year based on SMART Goals:
 - Specific
 - Measurable
 - Agreed Upon
 - Realistic
 - Time Bound

- As the goals were discussed Mr. Nichols shared his concern with using the verbiage of Regionalized High School in a goal. Mr. Nichols doesn't want the community to see the Board as not exploring other options beyond a Regional High School.

- Mr. Davis stated that he would like the district to work ways to promote the HCS district to publicize and give to realtors. It was suggested that a brochure be created and given to realtors and highlight success stories of graduates through facebook and newspapers.

- The Heuvelton Central School Board of Education created the following goals for 2012-2013:
 - Goal 1: Continue to strive to become a High Performing School based on the following criteria:
 1. Clear and Shared Focus
 2. High Standards and Expectations
 3. Effective School Leadership
 4. High Levels of Collaboration and Communication
 5. Curriculum Instruction and Assessment Aligned with Standards
 6. Frequent Monitoring of Teaching and Learning
 7. Focused Professional Development
 8. Supportive Learning Environment
 9. High Levels of Community and Parent Involvement

 - Goal 2: Successfully complete contract negotiations for HTA and CSEA by June 30, 2013.

 - Goal 3: Investigate a Regional approach with neighboring districts to improve educational opportunities for 7-12 students and to help reduce cost of services.

 - Goal 4: Highlight success stories of the district to celebrate and promote the quality of our program through:
 - Facebook
 - Pamphlets
 - News articles

 - Goal 5: Decrease the dependence of using fund balance to close the gap for the annual budget for the purpose of keeping the district solvent for as long as possible.

- Mrs. Todd shared that there will be a meeting held in Lake Placid with the Commissioner attending. Mrs. Todd was informed by Mr. Burns that there is a representative attending this meeting on behalf of the SLLBOCES districts. Mr. Nichols expressed that he feels Mrs. Todd should be representing our district. Dr. Zeh stated that he will address this with Mr. Burns at the SLLBOCES Board meeting on Thursday to discuss what focal points will be brought to the Commissioner's meeting.

- Mrs. Todd informed the Board that Mr. Davis will be recognized at the Heuvelton Alumni Association dinner on August 18' for his community service. Mr. Davis will also be inducted into the SLLBOCES Hall of Fame on September 5th for his success after graduating.

12-26 Motion # 6
Adjournment

To approve adjourning the meeting at 7:40 p.m.
Moved: Carmany Seconded: Moore
Five present, five ayes. Carried

Respectfully Submitted

Tessa E. Herron

Tessa E. Herron
District Clerk