

A Regular Meeting of the Board of Education of the Heuvelton Central School District was held in the High School Library on Wednesday evening October 28, 2009.

The Meeting was called to order by President John Zeh at 7:45 p.m.

Members present: Dr. John Zeh, President, Michael Davis, Vice President; Dennis Durant, Timothy Johnson, Andrew Martin and Thomas Nichols

Members absent: Kellie Bush

Also present: Susan Todd, Superintendent; Michael Warden, Building Principal; Cynthia Belleau, CSE Chairperson; Jeff Swanson, Assistant Business Manager, and Tessa Hazelton, District Clerk.

Guests: S. McKeever, M. Smithers, E. Lytle and J. Lawton

- 09-103 Motion # 1 To adopt the proposed agenda.
Adopt Agenda Moved: Davis Seconded: Durant
Six present, six ayes. Carried
- 09-104 Public Forum No one from the public addressed the Board at this time.
- 09-105 Motion # 2 To accept the recommendations on the consent agenda for the October 28, 2009 meeting which included:
Approve consent agenda
- To approve the minutes of the September 23, 2009, Regular Meeting of the Board of Education.
 - To accept the Treasurer's Report for the period ending September 30, 2009.
 - To accept the Warrants for the period ending September 30, 2009, as previously approved by the Claims Auditor.
 - To approve the Extra-Classroom Activity Fund Quarterly Report for the period June 30, 2009 – September 30, 2009.
 - To approve arranging for the appropriate programs and services for District Students with disabilities as previously approved by the District's Committee on Special Education.
 - To approve the request of the Punch Lock Travelers Snowmobile Club to use school property to create a snowmobile trail beside the athletic field fence line that will be maintained by the club.
 - To approve the refund for 2008-2009 for the following: Parcel ID # 406401-72.062-4-3.
 - To approve the September 23, 2009 Fire Inspection Report.
 - To authorize the Board President to sign the 2009-2010 Lease Agreement between the Heuvelton Central School District and St. Lawrence-Lewis BOCES.
 - To declare the following equipment from the Bus Garage surplus and give the Superintendent authority to advertise for bids:
 - a.) Bus #79 – 1995 GMC (207,644 miles, 6.5 Diesel, used as Building & Grounds van)
 - b.) Bus #85 – 1997 (119,653 miles, 6.5 Diesel, 22 passenger)
 - To approve the following individuals for winter 2009-2010 coaching appointments:
 - a.) Michael Rumschik – Boy's JV Basketball – (Step 1 - \$2,408) Position conditional based upon completing First Aid/CPR course.
 - b.) Danielle Limoges – Girls JV Basketball – (Step 3 - \$2,523)
 - To approve the following individuals for winter 2009-2010 volunteer assistants:
 - a.) Mindy Small – Girls Varsity Basketball (coaching requirements satisfied)
 - b.) Bernie Breault – Girls Modified Basketball (coaching requirements satisfied)
 - c.) Mandi McNamara (Hazelton) – Girls Cheerleading (First Aid, CPR requirements satisfied)
 - To accept, with regrets, the resignation for the purposes of retirement, of Gregory Timmerman as High School Social Studies teacher effective July 1, 2010.
 - To accept, with regrets, the resignation for the purposes of retirement, of Joan Kennedy as Guidance Secretary effective November 4, 2009.
 - Field Trip Notifications:
 - Kindergarten Classes, walking field trip to Pickens General Store, October 1, 2009.
 - Juniors and Seniors to OFA for College Fair, October 6, 2009
 - Second grade to Ogdensburg Command Performance, October 8, 2009
 - Whiz Quiz to WPBIS-TV in Watertown, October 9, 2009
 - Friends of Rachel group to Lisbon CS for Rachel's Challenge presentation, October 14, 2009
 - Sophomores and Juniors to Heuvelton Fire Hall to take PSAT, October 14, 2009
 - Whiz Quiz to WPBS-TV in Watertown, October 20, 2009
 - HS Resource Room students to SUNY Potsdam, Recipe for College Success, October 29, 2009
 - Marching Band to Carrier Dome in Syracuse to watch Marching Band Championships, November 1, 2009

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- 4 Junior students along with Mrs. Putman and Mr. Zimmer to The Wild Center in Tupper Lake, November 9 & 10, 2009
- Chorus students to the Stanley Theater in Utica to see the musical "Mamma Mia", December 10, 2009
- Third & Fourth grade to Ogdensburg Command Performance, December 17, 2009
- Communication from Steve Adams, October 2009 Cafeteria Report
- Jefferson-Lewis BOCES Indoor Air Quality Report

Moved: Martin Seconded: Johnson
Six present, six ayes. Carried

Mr. Nichols asked about the interest rates that were in the financial reports. Mr. Swanson said that the money market is low and will discuss more about this in his presentation.

Dr. Zeh asked about the remaining funds in the Class of 2008 account. Ms. Hazelton informed him that this was leftover money that was not spent and that the Board currently does not have a policy specifying where this money should be transferred to. Ms. Hazelton will look into policies regarding this.

- 09-106 Information Senior Class Representatives discussed the Senior Privileges for the 2009-2010 school year.
Presentations To approve the 2009-2010 Senior Privileges as per the attached sheet.
Moved: Nichols Seconded: Durant
Five present, five ayes. Carried

Dr. Zeh left the meeting at this time.

Mr. Nichols asked if the eligibility for Senior Privileges is the same as sports. Scott McKeever, Class of 2010 President informed Mr. Nichols that they would like to do eligibility reports on a weekly basis. Mr. Nichols also asked about violations how long and how are they determined. Mr. Warden informed Mr. Nichols that it depended on the severity of the violation. Traditionally it has been one week for a minor violation and then a week is added as the severity increases.

Mr. Durant asked about Community Service if there was a certain amount of time that needed to be fulfilled. Mr. Warden informed him that there was not set amount of time but that the seniors are encouraged to help with the Giving Tree.

- 09-107 Information Glenda Morales-Hanley, SLL BOCES gave a presentation on Data Analysis/Survey Options.
Presentation

Mr. Durant asked if we are using all of the services that are offered to the district under the base service. At this time Ms. Hanley is scheduling meetings with teams of teachers to review the NYS 3-8 assessment data and giving formal presentations to the staff. Regents assessments will be reviewed by HS teachers during Staff Development days and in-house during common planning.

- 09-108 Information The Audit Committee met earlier with Sherry Furgison to go over the External Audit for the 2008-2009 school
Presentation year. Mr. Johnson reported it was a good audit review. The board discussed the corrective actions that have
been put in place to address the recommendations for areas to improve.

- 09-109 Motion #3 To approve the External Audit report for the year ending June 30, 2009.
External Audit Report Moved: Davis Seconded: Durant
Six present, six ayes. Carried

- 09-110 Motion #4 To approve the Corrective Action Plan for the External Audit Report for the year ending June 30, 2009.
External Audit Report Moved: Nichols Seconded: Johnson
Six present, six ayes. Carried

- 09-111 Information Mrs. Todd gave an update on the Board of Education Goal 1 – Criteria for a "Highly Effective School". Mrs. Todd
Presentation and the Board went over the article that was in the Board of Education binders of 9 characteristics of a "Highly
Effective School". The Board of Education felt the first step is to adopt the criteria of the 9 characteristics.

- 09-112 Motion #5 To adopt the 9 characteristics for the Heuvelton Central School to become a "Highly Effective School"
Goal 1 Moved: Davis Seconded: Martin
Six present, six ayes. Carried

- 09-113 Information Mr. Swanson, Assistant Business Manager gave an update on Interest Rates. Mr. Swanson has visited several
Business Report banks to look at interest rates. Presently the district's funds are yielding 0.25% interest. Mr. Durant asked about
Investment houses is this something we could participate in. Mr. Swanson explained that we could not be part of
an investment house because everything has to be collateralized. Dr. Zeh suggested that Mr. Swanson could
provide a cash flow analysis to see the impact if money is taken away based on a formula of opinions. Mr.
Johnson suggested Mr. Swanson check at Key Bank. Mr. Johnson will provide him with contact information.

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Mr. Davis asked if the district should review certain budgeted purchases in view of the possibility of mid-year cuts. For example the truck for the maintenance department. Mrs. Todd informed him that this truck is needed as the current truck is 10 years old. Mr. Nichols stated that he wants to make sure that all purchases are being scrutinized. He does not want the district relying on the fund balances and is concerned with personnel cuts. Dr. Zeh informed the Board and Mr. Nichols that there is no "fluff" in this budget. Mr. Nichols would like the opportunity to look through the budget line by line. Mrs. Todd assured Mr. Nichols and the Board that she is meeting with Mr. Swanson weekly to discuss and look over all purchases and the governor's proposal. Dr. Zeh reminded the Board that during the summer Board retreat Frank Quinn recommends that Board of Educations are policy making boards. They should not be going line by line on budgets as that is operational. This is not the Board's duty. Mr. Johnson agrees that the Board does not need to go line by line but would like a report regarding how the district would address mid-year cuts if they happen. Mrs. Todd and Mr. Swanson will submit a report to the Board.

09-114 Information
Wetland Determination
Report

Mrs. Todd gave an update on the Wetland Determination Report/HYBSA proposal for Little League Fields. Mrs. Todd sent a report to the Board Members from Katie Maloney, St. Lawrence County Soil and Water Conservation with her findings. Site 1 is not a possibility due to pre-existing wetlands. Site 2 is a possibility. Mr. Johnson asked if site 2 is a possibility do they get to use all the 6.2 acres. His interpretation of the report was that they could only use a certain amount of acreage. Mrs. Todd suggested that the HYBSA meet with her and Katie Maloney to discuss all the options. Mr. Johnson stated if it becomes too much work, money and a hassle the association will stop trying. Dr. Zeh suggested looking into doing it through a building project in the future.

09-115 Information
Administrative/Board
Reports

Mr. Warden discussed with the Board the following:

- He attended a workshop sponsored by Utica National on "Cyber-Bullying" and different ways to prevent harassment.
- The PBIS Committee has met.
- Whiz Quiz did very well this year.
- Staff Development Day the Middle/High School groups broke up into different groups. The district had Barbara Kalina present to both groups that day. She received tremendous reviews from the staff.
- The district had their 3rd Rachel's Challenge Assembly for 5-8 grade. This tied in with what we're doing with the PBIS initiative. A small group attended the evening presentation at Lisbon Central School.
- "Voices of Courage" a performance was held with a speaker sharing stories of African-American ladies in the 19th century.
- PSAT tests were held.
- Four HS student representatives, Mrs. Putman and Mr. Zimmer will travel to the Wild Center in Tupper Lake to participate in the Adirondack Youth Climate Summit. The district received a \$500 scholarship from Clarkson to attend this retreat. This retreat is for students and teachers to develop ways to make our campus greener. The Summit will be on November 9th and 10th.

Mrs. Belleau discussed with the Board the following:

- A representative from the NYS Regional School Support visited classrooms to view the Reading First implementation and will be back at the end of the year. They feel HCS is doing a fine job.
- April DeCeasare was the presenter for the Elementary on Staff Development Day. She presented on Guided Reading and Interdisciplinary Strategies. The district collaborated with the Teacher's Learning Center and this was made available to other districts in the area. She received excellent reviews.
- In the beginning of October the Heuvelton Volunteer Fire Department brought the Smokehouse to the district to discuss Fire Prevention.
- Claxton Hepburn school partnership program has started coming to the district to give special presentations for Elementary Students.
- Friday, October 30th will be the Elementary Halloween Parade at 1:30.

Mrs. Todd discussed with the Board the following:

- She will be attending Fiscal training with Jim Merrins on Friday, October 30th with Mr. Swanson
- Cindy, Jamie Bush, Nancy Rishe, Ron Jacobs and herself will be attending a workshop on Building Professional Learning Communities in Albany from November 3-5.
- She was contacted by Chris Leahy regarding a reorganization study. BOCES would like to have a Board Member attend a meeting to do this study at Seaway Tech. Center from 8:30-10:30. Mr. Davis volunteered to go.
- Susan and Mr. Durant attended the SLL BOCES quarterly Insurance meeting. Setting up a Health Care plan for CSEA retirees was discussed.
- Steve Foy will visit the district in January to go over the HSA's & HRA's after the district has had Plan C for a year. The Board would like a breakdown from Jeff with the figures of what was budgeted for HSA/HRA's and what has been used to date.

Mr. Martin discussed with the Board recent Capital Project meeting.

- Steve Klempa suggested the district go with option 2 for the library connection. At this time the drawing only shows one side with windows. Mr. Martin assured the Board that the connection will have windows on both sides.
- Mr. Durant asked how the new Multi-Media room is different from the current Distance Learning room. Mrs. Todd explained that in the Multi-Media room will provide a space for larger groups of students to meet and use technology for presentations, virtual field trips, connecting with other school via web-casts etc. It can serve as a dual use room for testing areas, Board of Education meetings, etc.
- Mr. Martin explained that this project will be up for bids in January. He feels this will be a good time for construction there will be little disruptions as it is a moderate renovation.
- Mr. Martin informed the Board that there will be skylights put in Room 207 for natural light and this room will become a computer lab.

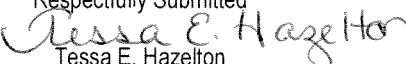
Mrs. Todd discussed with the Board the following:

- At the CSA's last meeting there was a presenter that was from K-12 Insight. This will provide help towards the Board of Education's Goal 2. Mrs. Todd will put this on the next agenda for more discussion. The cost of this service might be something to include in the budget for next year.

09-116 Public Forum No one from the public addressed the Board at this time.

09-117 Motion #6 Executive Session To approve convening an Executive Session for the purpose of discussing collective negotiations pursuant to article 14 of the Civil Service Law.
 Moved: Nichols Seconded: Davis
 Six present, six ayes. Carried

Executive Session convened at 10:26 p.m.

Respectfully Submitted

 Tessa E. Hazelton
 District Clerk


09-118 Motion #7 Clerk Pro-Tem To appoint Susan Todd as Clerk Pro-Tem.
 Moved: Martin Seconded: Durant
 Six present, six ayes. Carried

Motion #8 End Executive Session To approve ending Executive Session at 11:02 p.m.
 Moved: Davis Seconded: Nichols
 Six present, six ayes. Carried

Executive Session ended at 11:02 p.m.

09-119 Motion #9 MOA CSEA Uniforms To accept the terms outlined in the MOA for CSEA custodial staff regarding Article XVIII: Section 3: Uniforms.
 Moved: Nichols Seconded: Durant
 Six present, six ayes. Carried

09-120 Motion #10 Adjournment To approve adjourning the meeting at 11:05 p.m.
 Moved: Durant Seconded: Davis
 Six present, six ayes. Carried

Respectfully Submitted

 Susan E. Todd
 Clerk Pro-Tem