

Minutes – Business Meeting – Board of Education – New Paltz Central High School – January 4, 2012 – 7:00 PM

CALL MEETING TO ORDER

CALL TO ORDER

Meeting was called to order at 6:02 PM by Patrick Rausch, Board President.

BOARD MEMBERS PRESENT: Stephen Bagley
Kathleen Tobin Flusser (arrived at 6:07 PM)
Barbara Carroll
Patrick Rausch
Robert Rich
Edgar Rodriguez
Daniel Torres

QUORUM CHECK

ALSO PRESENT: Maria Rice, Superintendent of Schools

ROLL CALL The roll was called as reflected above.

ROLL CALL

EXECUTIVE SESSION

EXECUTIVE SESSION

Motion made by Mr. Bagley and seconded by Mr. Torres that the Board of Education move into Executive Session at 6:03 PM for the purpose of discussing the employment history of particular individuals. Motion carried 6 - 0 with 6 members voting. Ms. Tobin Flusser was not yet present during voting.

Out of Executive Session - Motion made by Mr. Bagley and seconded by Dr. Rodriguez that the Board return to Public Session at 7:06 PM. Motion carried 7 - 0 with 7 members voting.

CALL TO ORDER

CALL TO ORDER

The Public Meeting was called to order at 7:15 PM by Patrick Rausch, Board President.

BOARD MEMBERS PRESENT: Stephen Bagley
Kathleen Tobin Flusser
Barbara Carroll
Patrick Rausch
Robert Rich
Edgar Rodriguez
Daniel Torres

QUORUM CHECK

ALSO PRESENT: Maria Rice, Superintendent of Schools
Debora Banner, Assistant Superintendent
Richard Linden, Assistant Superintendent for Business
Jo-Anne Dobbins, Director of Pupil Personnel Services
Elena Maskell, District Clerk
Members of the Public and Press

ROLL CALL The roll was called as reflected above.

ROLL CALL

PLEDGE TO THE FLAG PLEDGE

AGENDA CHANGES

AGENDA CHANGES

Motion made by Mr. Rich and seconded by Mr. Torres to approve the following agenda change:

ADD Under New Business the following new agenda item **9.4 Appointment of a Hearing Officer:**
9.4 Appointment of a Hearing Officer
Recommendation – that the following resolution be approved: BE IT RESOLVED that the Board hereby appoints Ira Lobel, as the Hearing Officer pursuant to Section 75 of the New York Civil Service Law, with respect to Employee No. 3780, and authorizes the Hearing Officer to hear evidence, make a transcript of proceedings and to issue a written decision including a disciplinary penalty, if any.

All in favor with none opposed. Motion carried 7-0.

PUBLIC COMMENTS None

PUBLIC COMMENT

BOARD COMMUNICATIONS**BOARD COMMUNICATION****SCHOOL DISTRICT CONSOLIDATION STUDY PROPOSAL**

Mr. Rausch read a letter aloud from Highland Central School regarding taking part in a consolidation study proposal. Mrs. Rice stated that the Ulster County Superintendent’s Council will be discussing this at their meeting tomorrow. Mrs. Rice stated the instructional services have also been discussing a shared services study as a county. Mr. Rausch asked for input from members. Discussion ensued. The Board Members would like the Administration to pursue the study in order to obtain information on the subject of consolidation providing the cost does not exceed \$2,500.

2012-2013 CALENDAR

The 2012-2013 calendar does not have the February break due to Labor Day falling early in September. In recent years the district was able to have teachers come in before Labor Day, but unless the teacher’s union negotiates, and because of the way assessments run for Regents Exams, the district loses the February break. This will be on the agenda for approval at the next meeting. Ms. Tobin Flusser asked for the cost implications of the February break. Rick Linden will have Maureen Ryan provide that report. Mrs. Rice stated the April 26, 2013 date for the Superintendent’s Conference Date may change.

ALLIANCE FOR QUALITY EDUCATION

Mr. Rausch said the Alliance for Quality Education has asked for participation of the New Paltz Central School District to attend the January 10, 2012 event in Albany. Discussion ensued. It was decided based upon an email that was received stating that New Paltz was an “average and needy district” and this is not an accurate statement. Although the Board agrees with some of the ideals of the Alliance for Quality Education, based on the above comment the board is presently not interested in attending this event. Mr. Rausch stated more information is necessary for the board to make any further decisions. Mr. Rausch asked members if they agreed with having an Alliance member come to a future board meeting to discuss their platform. The District Clerk was given a directive to respond to Ms. Fisher and invite her to the January 18, 2012 Board of Education meeting to give a presentation on the Alliance’s platform.

LONG-RANGE FACILITIES DISCUSSION

Motion made by Mr. Rich and seconded by Ms. Carroll to approve the following:

5.1 Request for Approval of Facilities Survey

Recommendation – that the following resolution be approved: BE IT RESOLVED that the Board of Education, charges the Facilities Committee to finalize the Facilities Survey and distribute it to district residents.

All in favor with none opposed. Motion carried 7-0.

Dr. Rodriguez asked if we could only be charged for the surveys that we get returned back. Mr. Linden stated the district could apply for a permit allowing the district to only be charged postage for those surveys that get returned.

MINUTES OF MEETING**MINUTES**

Motion made by Mr. Torres and seconded by Mr. Rich that the Board of Education approve the following resolution: BE IT RESOLVED that the New Paltz Central Schools Board of Education accept the minutes of the Workshop Meeting of December 21, 2011. Ms. Tobin Flusser noted that the minutes reflect there were no changes to the letter to the Mayor and Chief of Police regarding the crossing guard. Ms. Tobin Flusser had in fact sent in an email with her comments. Discussion ensued. Motion carried 5 - 0 with 7 members voting. Ms. Tobin Flusser and Ms. Carroll did not vote as they were not present at the December 21, 2011 meeting.

PERSONNEL (CONSENT AGENDA)**PERSONNEL**

Motion made by Mr. Torres and seconded by Mr. Bagley that the Board of Education approve the following personnel (consent agenda) resolutions 7.1 through 7.4 :

7.1 Instructional Appointment - Substitutes

Recommendation that the New Paltz Central Schools Board of Education upon the recommendation of Maria C. Rice, Superintendent, does hereby appoint the following substitute teachers with remuneration as per rates established at the July 6, 2011 Organizational Meeting.

Name	Effective Dates
Vincent Simone	1/5/12 - 6/30/12
Clayton Tyson	1/5/12 - 6/30/12

7.2 Non-Instructional Resignation

Recommendation - that the New Paltz Central Schools Board of Education, upon the recommendation of Maria Rice, Superintendent of Schools, does hereby accept the resignation of the following non-instructional employee:

Name	Title	Effective Date
Jackie LeFevre	Food Service Helper	1/12/12

7.3 Non-Instructional Appointments

Recommendation - that the New Paltz Central Schools Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby appoint the following:

Name	Title	Effective Date	Salary	Hours
Jackie LeFevre	Sub. Food Service Helper	1/13/12	\$10.50/hr	as needed
Angela Keller	Sub. Teacher Aide	1/19/12	\$10.50/hr	as needed
Angela Keller	Sub. School Monitor	1/19/12	\$9.00/hr	as needed
Daniel Monheit	Sub. School Monitor	1/5/12	\$9.00/hr	as needed
Mena Zapata	Sub. Teacher Aide	10/25/11	\$10.50/hr	as needed
Mena Zapata	Sub. School Monitor	10/25/11	\$9.00/hr	as needed
Kim Ellis	Sub. Teacher Aide	12/21/11	\$10.50/hr	as needed
Kim Ellis	Sub. School Monitor	12/21/11	\$9.00/hr	as needed

7.4 Request for Board Approval to Conduct a 913 Examination

Recommendation – that the New Paltz Central Schools Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby approve the following: **BE IT RESOLVED**, that the Superintendent is hereby authorized to direct a comprehensive medical examination and evaluation, including psychiatric/psychological examination and evaluation, if necessary, of Employee No. 1836, in accordance with the provisions of Section 913 of the Education Law; and

BE IT FURTHER RESOLVED, that the Board hereby directs that Employee No. 1836 submit his/her medical records, if any, from the last two years to the School appointed physician(s) at or before such examination/evaluation.

MOTION carried 7 - 0 with 7 members voting.

OLD BUSINESS

OLD BUSINESS

8. OLD BUSINESS

Motion made by Ms. Tobin Flusser and seconded by Mr. Torres to approve the following Old Business Items 8.1 and 8.2:

Rick Linden had a change to Policy 5512 striking out a portion of the first paragraph of the Policy. Discussion ensued. Motion made by Mr. Bagley to amend the original motion to reflect the changes made by Mr. Linden. Motion seconded by Mr. Rich. All were in favor of the amendment with none opposed. Motion carried 7-0.

8.1 Second Reading and Approval of Revisions to Policy 6470 Staff Use of Computerized Information Resources

6470

Personnel

SUBJECT: STAFF USE OF COMPUTERIZED INFORMATION RESOURCES

The Board of Education will provide staff with access to various computerized information resources through the District's computer system (DCS hereafter) consisting of software, hardware, computer networks and electronic communication systems. This may include access to electronic mail, so-called "on-line services" and the "Internet." It may also include the opportunity for some staff to have independent access to the DCS from their home or other remote locations. All use of the DCS, including independent use off school premises, shall be subject to this policy and accompanying regulations.

The Board encourages staff to make use of the DCS to explore educational topics, conduct research and contact others in the educational world. The Board anticipates that staff access to various computerized information resources will both expedite and enhance the performance of tasks associated with their positions and assignments. Toward that end, the Board directs the Superintendent or his/her designee(s) to provide staff with training in the proper and effective use of the DCS.

Staff use of the DCS is conditioned upon written agreement by the staff member that use of the DCS will conform to the requirements of this policy and any regulations adopted to ensure acceptable use of the DCS. All such agreements shall be kept on file in the District office.

Generally, the same standards of acceptable staff conduct which apply to any aspect of job performance shall apply to use of the DCS. Employees are expected to communicate in a professional manner consistent with applicable District policies and regulations governing the behavior of school staff. Electronic mail and telecommunications are not to be utilized to share confidential information about students or other employees.

This policy does not attempt to articulate all required and/or acceptable uses of the DCS; nor is it the intention of this policy to define all inappropriate usage. Administrative regulations will further define general guidelines of appropriate staff conduct and use as well as proscribed behavior.

District staff shall also adhere to the laws, policies and rules governing computers including, but not limited to, copyright laws, rights of software publishers, license agreements, and rights of privacy created by federal and state law.

Staff members who engage in unacceptable use may lose access to the DCS and may be subject to further discipline under the law and in accordance with applicable collective bargaining agreements. Legal action may be initiated against a staff member who willfully, maliciously or unlawfully damages or destroys property of the District.

Social Media Use by Employees

The District recognizes the value of teacher and professional staff inquiry, investigation and communication using new technology tools to enhance student learning experiences. The District also realizes its obligations to teach and ensure responsible and safe use of these new technologies. The Board of Education encourages the use of District approved social media tools and the exploration of new and emerging technologies to supplement the range of communication and educational services.

For purposes of this policy, the definition of public social media networks or Social Networking Sites (SNS) are defined to include: Web sites, Web logs (blogs), wikis, social networks, online forums, virtual worlds, and any other social media generally available to the school district community which do not fall within the District's electronic technology network (e.g., Facebook, MySpace, Twitter, LinkedIn, Flickr, blog sites, etc.). The definition of District approved password-protected social media tools are those that fall within the District's electronic technology network or which the District has approved for educational use. Within these internal forums, the District has greater authority and ability to protect minors from inappropriate content and can limit public access within these internal forums.

The use of social media (whether public or internal) can generally be defined as Official District Use, Professional/Instructional Use and Personal Use. The definitions, uses and responsibilities will be further defined and differentiated in the Administrative Regulation. The School District takes no position on an employee's decision to participate in the use of social media or SNS for personal use on personal time. However, personal use of these media during District time or on District-owned equipment is allowed on a limited basis. In addition, employees are encouraged to maintain the highest levels of professionalism. They have responsibility for addressing inappropriate behavior or activity on these networks, including requirements for mandated reporting and compliance with all applicable District Policies and Regulations.

Privacy Rights

Staff data files and electronic storage areas shall remain District property, subject to District control and inspection. The ~~Computer Coordinator~~ District may access all such files and communication without prior notice to ensure system integrity and that users are complying with requirements of this policy and accompanying regulations. Staff should **NOT** expect that information stored on the DCS will be private.

Implementation

Administrative regulations will be developed to implement the terms of this policy, addressing general parameters of acceptable staff conduct as well as prohibited activities so as to provide appropriate guidelines for employee use of the DCS.

NOTE: Refer also to Policy #8271 -- Children's Internet Protection Act: Internet Content Filtering/Safety Policy
Adopted: 7/16/08
Revised: 10/05/11

8.2 Second Reading and Approval to New Policy 5512 Fund Balance Policy

5512

Non-Instructional Business Operations

SUBJECT: FUND BALANCE POLICY

In accordance with GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions* (GASB 54), fund balance designations have been changed in order to provide clearer fund balance classifications that can be more consistently applied. Fund balance amounts will be reported by the District according to the following classifications:

Nonspendable -consists of assets that are inherently nonspendable in the current period either because of their form or because they must be maintained intact, such as prepaid items, inventories, long-term portions of loans receivable, financial assets held for resale, and principal of endowments.

Restricted -consists of amounts that are subject to externally enforceable legal purpose restrictions imposed by creditors,

grantors, contributors, or laws and regulations of other governments; or through constitutional provisions or enabling legislation. Because the State regulates the establishment, funding and use of school district reserves, generally, reserves will be classified as restricted fund balance.

Committed -consists of amounts that are subject to a purpose constraint imposed by a formal action of the government's highest level of decision-making authority before the end of the fiscal year, and that require the same level of formal action to remove the constraint. The New York State Office of the State Comptroller at the present time believes that in New York State school districts will not have any committed fund balance.

Assigned -consists of amounts that are subject to a purpose constraint that represents an intended use established by the board or by their designated official. The purpose of the assignment must be narrower than the purpose of the general fund, and in funds other than the general fund, assigned fund balance represents the residual amount of fund balance. Assigned Fund Balance generally includes encumbrances and appropriated fund balance.

Unassigned -represents the residual classification for the government's general fund, and could report a surplus or deficit. In funds other than the general fund, the unassigned classification should be used only to report a deficit balance resulting from overspending for specific purposes for which amounts had been restricted, committed, or assigned.

General Provisions

Fund balance measures the net financial resources available to finance expenditures within current or future periods. The District's Unassigned General Fund Fund Balance will be maintained to provide the District with financial stability and a margin of safety to fund unanticipated contingent expenditures that may occur unexpectedly during the fiscal year. The Unassigned General Fund Fund Balance used for these purposes may only be appropriated by resolution of the Board of Education unless voter approval is required.

Any portion of Fund Balance may be applied or transferred for a specific purpose either by voter approval if required by law or by formal action of the Board of Education if voter approval is not required. Amendments or modification to the applied or transferred fund balance must also be approved by formal action of the Board of Education.

The Board of Education shall delegate the authority to assign fund balance, for encumbrance purposes, to the person(s) to whom it has delegated the authority to sign purchase orders.

In circumstances where an expenditure is incurred for a purpose for which amounts are available in multiple fund balance classifications (e.g., expenditures related to reserves), the Board will assess the current financial condition of the district and then determine the order of application of expenditures to which fund balance classification will be charged.

All in favor with none opposed. Motion carried 7-0.

NEW BUSINESS

NEW BUSINESS

Motion made by Mr. Torres and seconded by Ms. Tobin Flusser that the Board of Education approve the following resolution:

9. NEW BUSINESS

9.1 Request for Approval of Committee on Special Education Recommendations and Student Placements

Recommendation - that the following resolution be approved: BE IT RESOLVED, that the Board of Education of the New Paltz Central School District approve the Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) recommendations and student placements: 11533, 12621, 12622, 11289, 12610, 1697, 10213, 12698, 12471, 11363, 10751, 10580, 12709.

All in favor with none opposed. Motion carried 7-0.

Motion made by Ms. Tobin Flusser and seconded by Mr. Bagley that the Board of Education approve the following resolution:

9.2 Request for Approval of Standard Work Day And Reporting Resolution

Recommendation - that the following resolution be approved: BE IT RESOLVED, that the Board of Education of the New Paltz Central School District/Location Code 75103 hereby establishes the following as standard work days for appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the time keeping system records or the record of activities maintained and submitted by these officials to the District Clerk:

Title	Name	Social Security Number (Last 4 Digits)	Registration Number	Standard Work Day (Hrs/Day)	Term Begins/Ends	Participates In Employer's Time Keeping System (Yes/No)	Days/ Month (Based on Record of Activities)	Tier 1 (Check only if member is Tier 1)	Not Submitted (Check box if no record of activities completed or if participates in timekeeping system)
APPOINTED OFFICIALS									
District Clerk	Elena Maskell	████	██████	8	7/1/11 – 6/30/12	Yes	N/A	<input type="checkbox"/>	<input checked="" type="checkbox"/>
District Treasurer	Carol Robinson	████	██████	8	7/1/11 – 6/30/12	Yes	N/A	<input type="checkbox"/>	<input checked="" type="checkbox"/>
School Tax Collector	Tina Long	████	██████	8	7/1/11 – 6/30/12	Yes	N/A	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Claims Auditor	Susan Popieluszko	████	██████	8	7/1/11 – 6/30/12	No	4	<input type="checkbox"/>	<input type="checkbox"/>

All in favor with none opposed. Motion carried 7-0.

Motion made by Mr. Rich and seconded by Mr. Torres that the Board of Education approve the following resolution:

9.3 Request for Approval to Revise 2011-2012 District Calendar

Recommendation – that the following resolution be approved: BE IT RESOLVED that the Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby revise the 2011-2012 District Calendar to change the spring Superintendent’s Conference day from Friday, April 27, 2012, to Wednesday, May 2, 2012, in order to comply with the State Education Department’s revised Grade 3-8 state testing calendar.

All in favor with none opposed. Motion carried 7-0.

Motion made by Mr. Rich and seconded by Mr. Torres that the Board of Education approve the following resolution:

9.4 Appointment of a Hearing Officer

Recommendation – that the following resolution be approved: BE IT RESOLVED that the Board hereby appoints Ira Lobel, as the Hearing Officer pursuant to Section 75 of the New York Civil Service Law, with respect to Employee No. 3780, and authorizes the Hearing Officer to hear evidence, make a transcript of proceedings and to issue a written decision including a disciplinary penalty, if any.

All were in favor with none opposed. Motion carried 7-0.

FINANCIAL REPORTS None

FINANCIAL REPORTS

OTHER DISCUSSION None

OTHER DISCUSSION

PUBLIC COMMENTS None

PUBLIC COMMENT

ADJOURN

ADJOURN

With no need for a second executive session, a motion was made by Mr. Bagley and seconded by Mr. Rich that the Board adjourn at 8:29 PM. Motion carried 7 - 0 with 7 members voting.

Respectfully submitted,

Elena Rae Maskell
District Clerk