

Minutes of the Board of Education

Date: **Wednesday, August 17, 2011**      **Regular Meeting**

Place: High School Library

Board Members Present: James Zimar, Francis Curran II, Richard Drain, Christine Kolo, and Dennis Carlson

Also present: Kyle Bower, Superintendent of Schools, Nancy Clark, District Clerk, Tad Rounds, High School Principal, Theresa Stopka, Treasurer, Lisa Zema, Cafeteria Manager, Jim Derr, David Austin with The Observer, Bub Robinson, and Tom Chadwick.

**I. Call to Order and Approve Agenda**

President Zimar called the meeting to order at 7:03P.M.  
He asked if there were additions /changes to the agenda.  
There were:

**II. Welcome of Visitors and Guests**

**Delete**

1. Eugene Miller, Viet Nam Veteran

**Add**

2. Tom Sexton & Chuck Morse, CAMPUS Construction Management

**IX. New Business**

**Delete**

1. Approve Tax Levy 2011-2012 (if available) and approve legal notice

11. Approve 2011-2012 District APPR Plan

**Add**

13. Approve Contract with CAMPUS Construction Management for Upcoming Capital Project

Vote

On motion by James Zimar, seconded Francis Curran:

RESOLVED: That the revised agenda for this meeting be approved.

**APPROVE REVISED  
AGENDA**  
Unanimously approved

## **II. Welcome of Visitors and/or Guests**

Tom Sexton and Chuck Morris of CAMPUS Construction Management spoke about the company and how it will function as the Project Manager for the Capital Project.

## **III. Correspondence**

1. Thank you notes for scholarships from:

Cora Moyer, Fred & Harriett Taylor Scholarship;  
Morgan Sincerbox, Principal's Academic Excellence Award  
Megan Walling, Fred & Harriett Taylor Scholarship

## **IV. Approve Minutes**

Regular Meeting of Reorganization & Regular Meetings of  
July 13, 2011

**APPROVE  
MINUTES**

Unanimously approved

On motion by Richard Drain, seconded Dennis Carlson:

RESOLVED: That the Board of Education of Hammondsport Central School District approves the minutes of the Reorganization and Regular Meeting of July 13, 2011.

## **V. Financial Items**

1. Treasurer's Report for July 2011

**ACCEPT  
TREASURER'S REPORTS**

On motion by James Zimar, seconded by Dennis Carlson:

RESOLVED: That the Board of Education of Hammondsport Central School hereby accepts the Treasurer's reports Report for July 2011.

Unanimously approved

2. Trustees reviewed the Budget Status Report for July 2011
3. Trustees reviewed the Warrant Report for July 2011
4. Extra Curricular Report for July 2011

## **VI. Reports**

Tad Rounds, High School Principal - discussed the Student Handbook changes, RTTT training, And, the changes in the curriculum which will be much more challenging for students. In addition, the Graduate Profile will be revised and he asked one member of the Board to be on the committee.

Kyle Bower, Superintendent, discussed the tax levy and the issue of the STAR exemption cap and how that process is delaying the production of the tax bills and final calculation of the tax levy.

## **VII. Executive Session**

## **EXECUTIVE SESSION**

On motion by James Zimar, seconded Richard Drain:

RESOLVED: That the Board of Education of Hammondsport Central School hereby enters into this Executive Session for the purpose of Acquisition, sale, or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof.

Unanimously Approved

Time: 9:34pm

Out of Executive Session at 9:50pm.

Regular Meeting reconvened at 9:51pm

## **VIII. Old Business**

1. Final reading of Policies:
  - a. Policy #1330 Appointments and Designations by the Board of Education
  - b. Policy #1334 Duties of the External (Independent Auditor)
  - c. Policy #1336 Duties of the Extraclassroom Activity Fund Central Treasurer and Faculty Auditor
  - d. Policy #1510 Regular Board Meetings
  - e. Policy #2110 Board Member Training
  - f. Policy# 3231 Complaints and Grievances by Employees
  - g. Policy #3281 Use of school-owned materials and Equipment
  - h. Policy #3411 Threats of Violence in School
  - i. Policy #3420 Anti-Harassment in the School District
  - j. Policy #4310 Superintendent of Schools (minor changes)

**FINAL READING OF POLICIES : #1330, #1334, #1336, #1510, #2111, #3231, #3281, #3411, #3420, #4310**

Unanimously Approved

On motion by Francis Curran; seconded by Richard Drain;  
RESOLVED: That the Board of Education of Hammondsport Central School hereby approves the 2<sup>nd</sup> reading of policies: #1330, #1334, #1336, #1510, #2111, #3231, #3281, #3411, #3420, #4310.

## **IX. New Business**

### **1. Approve Student Code of Conduct**

On motion by Francis Curran; seconded by Christine Kolo;  
RESOLVED: That the Board of Education of Hammondsport Central School hereby approves this Code of Conduct for the 2011-2012 school year.

### **APPROVE STUDENT CODE OF CONDUCT**

Unanimously Approved

### **2. Approve Student Attendance Policy**

On motion by Christine Kolo; seconded by Richard Drain;  
RESOLVED: That the Board of Education of Hammondsport Central School hereby approves the Student Attendance Policy for the 2011-2012 school year.

### **APPROVE STUDENT ATTENDANCE POLICY**

Unanimously Approved

### **3. Approve UPK contract with Pro Action for 2011-2012**

On motion by Christine Kolo; seconded by Francis Curran;  
RESOLVED: That the Board of Education of Hammondsport Central School hereby approves the contract with Pro Action for the 2011-2012 school year for Universal Pre Kindergarten program.

### **UNIVERSAL PRE-K CONTRACT WITH PRO ACTION**

Unanimously Approved

### **4. Approve agreement with Occustar Inc. for Drug & Alcohol testing services**

On motion by Christine Kolo; seconded by Dennis Carlson;  
RESOLVED: That the Board of Education of Hammondsport Central School hereby approves this agreement with Occustar Inc. for Drug & Alcohol testing services.

### **APPROVE AGREEMENT WITH OCCUSTAR INC.**

Unanimously Approved

### **5. Approve Guidance Plan for 2011-2012**

On motion by Francis Curran; seconded by Christine Kolo;  
RESOLVED: That the Board of Education of Hammondsport Central School hereby approves the Guidance Plan for 2011-2012.

### **APPROVE GUIDANCE PLAN FOR 2011-2012**

Unanimously Approved

### **6. Approve Annual Roster of School Bus Drivers**

On motion by Christine Kolo; seconded by Francis Curran;  
RESOLVED: That the Board of Education of Hammondsport Central School hereby approves the Annual Roster of School Bus Drivers

### **APPROVE ANNUAL ROSTER OF BUS DRIVERS**

Unanimously Approved

7. Approve 2011-2012 K-6 Student Handbook

On motion by Christine Kolo; seconded by Richard Drain;  
RESOLVED: That the Board of Education of Hammondsport Central School hereby approves the 2011-2012 K-6 Handbook.

8. Approve 2011-2012 7-12 Student Handbook

On motion by Christine Kolo; seconded by Francis Curran;  
RESOLVED: That the Board of Education of Hammondsport Central School hereby approves the 2011-2012 7-12 Handbook.

9. Approve School Lunch Price Increase Schedule for 2011-2012

On motion by Christine Kolo; seconded by James Zimar;  
RESOLVED: That the Board of Education of Hammondsport Central School hereby approves the school lunch price increase schedule for 2011-2012.

APPROVE 2011-2012 K-6  
HANDBOOK

Unanimously Approved

APPROVE 2011-2012 7-12  
HANDBOOK

Unanimously Approved

APPROVE SCHOOL  
LUNCH PRICE  
INCREASE FOR 2011-  
2012

Approved:

AYE: James Zimar  
Francis Curran  
Christine Kolo  
Dennis Carlson

NO: Richard Drain

10. Approve First Reading of New/Revised Policies:

- a. Policy #5410 Purchasing
- b. Policy # 5510 Accounting of Funds
- c. Policy # 5520 Extraclassroom Activity Fund
- d. Policy # 5621 Accounting of Fixed Assets
- e. Policy # 5660 School Food Service Program (Lunch and Breakfast)
- f. Policy # 5761 Drug and Alcohol Testing for School Bus Drivers and Other Safety-Sensitive Employees

FIRST READING OF  
POLICIES: #5410, #5510,  
#5520, #5621, #5660, #5761

Unanimously Approved

On motion by Christine Kolo; seconded by James Zimar;  
RESOLVED: That the Board of Education of Hammondsport Central School hereby approves the first reading of policies: #5410, #5510, #5520, #5621, #5660, #5761

11. Approve Contract with CAMPUS Construction Management for upcoming Capital Project.

On motion by Christine Kolo; seconded by James Zimar;  
RESOLVED: That the Board of Education of Hammondsport Central School hereby approves the contract with CAMPUS Construction Management for upcoming Capital Project

APPROVE CONTRACT  
WITH CAMPUS  
CONSTRUCTION FOR  
UPCOMING CAPITAL  
PROJECT

Unanimously Approved

**X. Personnel Report**

**A. Create/Abolish Positions - none**

PERSONNEL REPORT

**B. Resignations/Retirements/Leaves**

None

Unanimously Approved

**C. Appointments**

1. 7-12 Staff Advisors/Mentors
2. K-6 Mentors – Gordon Vonderlin  
Kammi Sanford
3. Instructional and Non-Instructional Substitutes lists
4. Greta Bruen, long-term substitute beginning on or around September 12<sup>th</sup> through on or around October 24, 2011, per diem.
5. Tara Simons, long-term substitute beginning on or around September 1, 2011 through on or around October 10, 2011.
6. Jane Rohrbach, day to day Special Education and Elementary/Middle School substitute teacher at the per diem rate.
7. Sarah Warner, student teacher beginning on or around October 24, 2011 through December 14, 2011
8. Mark Hopkins, Girl's Varsity Soccer Coach

On motion by James Zimar; seconded by Christine Kolo;  
RESOLVED: That the Board of Education of Hammondsport Central School hereby this personnel report.

**XI. Public Comment**

None

**XII. CSE/CPSE Recommendations**

None

### **XIII. Topics for Next Meeting**

1. Additional meeting for certain months?
2. Jim Zimar – follow-up from training

### **XIII. Board Information Meetings and Dates**

September 13, 2011 – CDEP Meeting, 3:30pm

September 21, 2011 - Annual Strategic Planning Team meeting,  
5:30pm, HS Library

September 21, 2011 Regular BOE Meeting, 7:00pm

### **XIV. Adjourn**

### **ADJOURN**

On motion Richard Drain, seconded by Christine Kolo:

**RESOLVED:** That the Board of Education of Hammondsport Central School District hereby adjourns this meeting. Time 10:20p.m.

Unanimously Approved

By:

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Nancy Clark  
District Clerk







