

**LONG LAKE CENTRAL SCHOOL DISTRICT
BOARD MEETING MINUTES**

Date: July 7, 2015

Time: 7:00 p.m.

Type of Meeting: Regular/Reorganizational Meeting

Place: Cafeteria

Members Present: Christine Campeau
Alexandria Harris
Brian Penrose
Paul Roalsvig
Frederick Short

Others Present: Dr. Donald Carlisle-Superintendent, Victoria Snide-Clerk of the Board, Amy & Wayne Gerhartz, Anthony Clark, Robert Keough, Sharyn Penrose, Christine Blumberg, Michael Nerney, Michael and Patricia Farrell, Craig Seaman

Call to Order: The Clerk of the Board called the meeting to order at 7:00 p.m. followed with the Pledge of Allegiance.

New Board Member Alexandria Harris took her **Oath of Office**.

Approved: On Motion by Christine Campeau, seconded by Frederick Short, with all in favor, the nomination of **Paul Roalsvig as Board of Education President**.

Approved: On Motion by Frederick Short, seconded by Alexandria Harris, with all in favor, the nomination of Christine Campeau **as Board of Education Vice President**.

The new President and Vice President took their **Oaths of Office**.

Approved: On Motion by Christine Campeau, seconded by Frederick Short, with all in favor, the below **appointments and recommendations for the 2015-2016 school year:**

Chief Fiscal Officer	BOE President
Board Clerk	Victoria Snide
Treasurer	Lisa Walker
Deputy Treasurer	Kristen Lance
Tax Collector	Jerome Flanagan
Claims Auditor	Jerome Flanagan
School Physician	Dr. Russell Rider
School Attorney	Girvin & Ferlazzo
External Auditor	TBD
Chief Information Officer	Michael Corey

Coordinator of Special Education	Amy Gerhartz
Central Treasurer-Extra Classroom	
Activity Accounts	Lisa Walker
Attendance Officer	Donald Carlisle
Asbestos (LEA) Designee	Anthony Clark
Purchasing Agent	Donald Carlisle
Records Management Officer	Donald Carlisle
Records Access Officer	Kristen Lance
Civil Rights Compliance Officers	Nicole Curtin & Robert Reynolds
Dignity Act Coordinator	Nicole Curtin
Energy Conservation Task	
Force Member	Frederick Short
Chemical Hygiene Officers	Nicole Curtin & Anthony Clark
Liaison for Homeless Children	
& Youth	Michael Corey
Designated Education Official	Donald Carlisle
Reviewer of Public Works	
Contractors Payroll Records	Victoria Snide
Official Bank Depository	Community Bank
Integrated Pest Management	
Coordinator	Anthony Clark
Regular Board Meetings	2 nd Thursday of each month, unless otherwise noted
Official Newspaper	Hamilton County Express
Payroll Certifications	Donald Carlisle
Conferences & Workshop	
Attendance Approvals	Donald Carlisle
Petty Cash Fund	\$100.00
Check Signatures	Kristen Lance
	Lisa Walker
	Donald Carlisle (Extra-Classroom Acct. only)
Budget Transfers	BOE approval for over \$5,000
Mileage Rate	\$.575/mile
Authorization of Investments	Victoria Snide
Tuition	\$1,000/family for 1 st child (non faculty) \$300 each additional child
Official Undertakings (Bonds)	Tax Collector - \$1,000,000 Treasurer - \$1,000,000 Claims Auditor - \$1,000,000 All Other Employees - \$100,000
BOE Sick Bank Committee	Christine Campeau
Member	

Credit Card Limits	American Express \$20,000 Exxon Mobil \$400
Superintendent Conference Approval	NYSCOSS Conferences Rural Schools Association Conferences NYSSBA Conferences BOCES Conferences NE Council of School Superintendents Conferences
BOE Members Approved Conferences	Fiscal Oversight Fundamental, Essentials of School Board Governance and New School Board Member Academy Workshops NYSSBA Conferences Rural Schools Association Conferences BOCES Conferences
Maximum # of Foreign Exchange Students Enrolled (#7133)	Four
Foreign Exchange Tuition (#7133)	\$9,000 Split 50/50 with Family
Foreign Exchange Agencies (#7133)	AFS, International Fellowship, Youth for Understanding, Exchange Service International

Approved: On Motion by Christine Campeau, seconded by Brian Penrose, with all in favor, the **adoption of all Long Lake Central School District Board of Education Policies.**

Approved: On Motion by Alexandria Harris, seconded by Brian Penrose, with all in favor, the following **Committee Designations:**

Committee on Special Education – Mandated Members
Chairperson – Amy Gerhartz
School Psychologist
Parent Representative – TBD **
Special Education Teacher – Amy Gerhartz (non-mandated)
Regular Education Teacher
Dr. Russell Rider – Physician**

Committee On Pre-School Special Education – Mandated Members
Chairperson – Amy Gerhartz
Parent Representative – TBD **
Special Education Teacher – Amy Gerhartz (non-mandated)
Regular Education Teacher

County Representative
Representative from Approved Pre-School Program

**** Mandated if request is made 72 hours prior to CSE meeting.**

Approved: On Motion by Christine Campeau, seconded by Brian Penrose, with all in favor, the following as **Approved Institutions for Pre-School Special Education Programs:**

The Children's Corner/The Adirondack ARC
United Cerebral Palsy and Handicapped Persons Association of Utica, Inc.
United Cerebral Palsy Association of Fulton-Montgomery Counties

Approved: On Motion by Frederick Short, seconded by Christine Campeau, with all in favor, **minutes** of the June 11, 2015 Regular Meeting, June 18, 2015 Special Meeting and June 22, 2015 Special Meeting.

The **next regular board meeting** is set for August 13, 2015 at 7 p.m. in the cafeteria.

Public Participation, Superintendent Update: Dr. Carlisle attended the **senior recognition program in Lake Placid, the elementary recognition program, and the graduation program**. He thanks the custodial staff, Tina Pine, Mary Phillips-LeBlanc and Victoria Snide for their efforts.

Dr. Carlisle had a **faculty/staff meeting** on the last day of school giving his expectations and inviting all employees to have a personal meeting with him this summer.

Caryn Furst from Schools First will be our **new website and communications coordinator**.

Dr. Carlisle sent a **letter to the new Commissioner of Education**, Ms. MaryEllen Elia, inviting her to visit our school district to hear about the challenges and successes of our school.

Dr. Carlisle is preparing his **30/60/90 day entrance plan**. He will also be attending the 2015 Administrators' Leadership Conference this July.

The Long Lake Parks and Recreation Department thanked the school and custodians for hosting the **Quilt Camp**.

We have received a **\$6,500 Bullet Aid Grant** for the 2015-16 school year as noted by Senator Hugh Farley. Dr. Carlisle is looking at working with a grant writer to increase funds for the school.

Public Participation, Agenda Items: None

Public Participation, Non-Agenda Items: Patricia Farrell thanked the School Board for allowing the Quilt Camp to use the school district, and thanked the custodial crew for all of their help.

Robert Keough served the Clerk of the Board legal paperwork.

Board Actions:

Approved: On Motion by Frederick Short, seconded by Christine Campeau, with all in favor, the May 2015 **Treasurer's Reports**.

Approved: On Motion by Brian Penrose, seconded by Frederick Short, with all in favor, **Budget Transfer** Schedule A-5.

Comprehensive **Budget and Revenue Status** Reports for the General, Lunch, Federal and Capital Funds and Warrants CM -1 and TA -4 were presented.

Approved: On Motion by Frederick Short, seconded by Alexandria Harris, with all in favor, BE IT RESOLVED that the Board of Education of the Long Lake Central School District hereby accepts the recommendation of the Superintendent to appoint **Michael Corey to a four (4) year probationary appointment as a 1.0 FTE School Guidance Counselor** in the School Counseling and Guidance tenure area, commencing September 1, 2015 and ending August 31, 2019. Mr. Corey holds a permanent certificate as a School Counselor. Salary is per the salary schedule contained in the 7/1/13 – 6/30/18 collective bargaining agreement with the Long Lake Faculty Association.

Approved: On Motion by Christine Campeau, seconded by Brian Penrose, with all in favor, BE IT RESOLVED, that the Board of Education of the Long Lake Central School District hereby accepts the recommendation of the Superintendent to appoint **Elizabeth Noonan to a four (4) year probationary appointment as a 1.0 FTE Pre K-6 Elementary Teacher** in the Pre K-6 Elementary Tenure area, commencing September 1, 2015 and ending August 31, 2019, contingent upon achievement of effective or highly effective APPR ratings necessary to receive tenure throughout her probationary period, consistent with the requirements of Education Law Sections 3012, 3012-c and/or 3012-d. Ms. Noonan holds an initial certificate in Early Childhood Education Birth – Grade 2, Early Childhood Education Grades 1-6, Students with Disabilities Birth – Grade 2 and Students with Disabilities Grades 1 – 6. Salary is per the salary schedule contained in the 7/1/13 – 6/30/18 collective bargaining agreement with the Long Lake Faculty Association.

CSE Recommendations were tabled until the August 2015 board meeting.

Appointed: On Motion by Christine Campeau, seconded by Alexandria Harris, with all in favor, **Rebecca Pelton as Speech Teacher for the 2015 Extended School Year Program** two hours per week for six weeks at \$35 per hour.

Appointed: On Motion by Alexandria Harris, seconded by Frederick Short, with all in favor, **Jeanne Kozloski as School Psychologist**, pending fingerprint approval, for the 2015-2016 school year.

Appointed: On Motion by Christine Campeau, seconded by Brian Penrose, with all in favor, **Rose-Marie Ordway as a substitute**, pending fingerprint approval.

Appointed: On Motion by Frederick Short, seconded by Christine Campeau, with all in favor, the following:

Robert Linhart as Girls' Varsity Basketball Coach, with coaching certification expenses reimbursed. Mr. Linhart's appointment will be effective immediately and is intended

to continue for the 2015-2016 season. No term of employment is conferred by this resolution of appointment and his employment as the Girls' Varsity Coach may be terminated at any time, subject to the rights and obligations conferred by a collective bargaining agreement, if any.

Craig Seaman as Boys' Varsity Basketball Coach, with coaching certification expenses reimbursed. Mr. Seaman's appointment will be effective immediately and is intended to continue for the 2015-2016 season. No term of employment is conferred by this resolution of appointment and his employment as the Boys' Varsity Coach may be terminated at any time, subject to the rights and obligations conferred by a collective bargaining agreement, if any.

Racheal Levesque as Boys' Modified Basketball Coach, with coaching certification expenses reimbursed. Mrs. Levesque's appointment will be effective immediately and is intended to continue for the 2015-2016 season. No term of employment is conferred by this resolution of appointment and her employment as the Boys' Modified Coach may be terminated at any time, subject to the rights and obligations conferred by a collective bargaining agreement, if any.

2015-2016 Recognition of **Girls Modified Basketball Coach – John Reynolds**

Robert Linhart as Elementary Basketball Coach, with coaching certification expenses reimbursed. Mr. Linhart's appointment will be effective immediately and is intended to continue for the 2015-2016 season. No term of employment is conferred by this resolution of appointment and his employment as the Elementary Coach may be terminated at any time, subject to the rights and obligations conferred by a collective bargaining agreement, if any.

2015-2016 **Athletic Coordinator – Robert Linhart**

Appointed: On Motion by Frederick Short, seconded by Christine Campeau, the following:

2015-2016 Arts in Education **Coordinator** – Carey Pooler

2015-2016 Audio-Visual Coordinator – Duane Finch

2015-2016 Student Council Advisor – Noelle Short

2015-2016 National Honor Society Advisor – Nichole Meyette

Christine Campeau, Alexandria Harris, Brian Penrose and Paul Roalsvig approved the Motion. Frederick Short abstained.

Approved: On Motion by Christine Campeau, seconded by Brian Penrose, with all in favor, **any certified coach from Long Lake CSD or Indian Lake CSD** to coach a merged team in an emergency basis.

Christine Campeau stated the Strategic Planning Committee was looking forward to working with Caryn Furst on the digital version of our **school newsletter**.

The Board is tentatively planning a **Board of Education Retreat** on August 20, 2015 at the Adirondack Museum Education Center from 4-8 p.m. with a facilitator from NYSSBA.

Dr. Carlisle and the Board agreed that no board member was needed for the **interviews** for the School Nurse or the Food Service Helper/Cleaner position.

Dr. Carlisle will be searching for options for filling the open **Business Teacher and Computer Coordinator positions**, possibly tying a math educator in with it also.

The Board reviewed a letter from Food Service Manager Karl Geiger regarding **meal pricing**. Pricing for lunches for the 2015-2016 school year will be \$1.45 and pricing for elementary breakfast for the 2015-2016 school year will be \$1.00.

The **GASB 45** report for the year ending June 30, 2015 and the 2014-2015 **School Health Services Annual Report** were reviewed.

A letter was received from Gabe and Kami Farr noting their **appreciation for First Grade Teacher Mrs. Carey Pooler**.

The **CSE/CPSE Annual Report** dated July 2015 was received.

A **first reading of Policy # 8280** Instruction for English Language Learners was held.

2nd Public Participation: Michael Nerney thanked the board members and board clerk for their service.

Motion to go into Executive session by Christine Campeau, seconded by Frederick Short, with all in favor at 8:05 p.m. Items to be discussed: Legal Matter.

Motion to come out of Executive session by Frederick Short, seconded by Christine Campeau, with all in favor at 8:24 p.m.

Adjournment: On Motion by Christine Campeau, seconded by Frederick Short, with all in favor, the Board adjourned at 8:24 p.m.

Clerk of the Board

Victoria J. Snide