

HYDE PARK CENTRAL SCHOOL DISTRICT

MINUTES: BOARD OF EDUCATION MEETING
5:30 p.m. EXECUTIVE SESSION
7:00 p.m. REGULAR BUSINESS MEETING
THURSDAY, OCTOBER 27, 2011
ADMINISTRATION OFFICE

MEMBERS PRESENT: Ms. Sharon Matyas, President
Mr. Daniel Duffy, Vice President
Mr. Douglas Hieter
Mr. Timothy Liebrand, Sr.
Mr. Steven Mittermaier
Mr. Glenn Watson

MEMBERS ABSENT: Mr. John Seagren

OTHERS PRESENT: Dr. Greer F. Fischer, Superintendent of Schools
Mr. Wayne Kurlander, Assistant Superintendent for Business
Ms. Cora Stempel, Assistant Superintendent for Instruction
& Personnel
Ms. Aviva Kafka, Assistant Superintendent for Pupil Services
Ms. Deborah Brosen, District Clerk
Staff and members of the community

The regular meeting of the Hyde Park Central School District was called to order by Board President, Sharon Matyas, at 5:32 p.m. **CALL TO ORDER**

On a motion made by Mr. Hieter, seconded by Mr. Duffy and carried, the Board entered executive session at 5:32 p.m. to discuss confidential matters pertaining to the employment of a particular person or persons. **EXECUTIVE SESSION**

Ayes: 5,0 **MOTION CARRIED**

The Board returned to regular session at 7:29 p.m. on a motion made by Mr. Hieter, seconded by Mr. Mittermaier and carried. **REGULAR SESSION**

Ayes: 6,0 **MOTION CARRIED**

Those in attendance recited the Pledge of Allegiance. **PLEDGE OF ALLEGIANCE**

The agenda was adopted with two modifications on a motion made by Mr. Liebrand, seconded by Mr. Mittermaier, and carried. Item 18, motion to adopt or modify superintendent's decision of student suspension for student #10-27-11 was removed from the agenda. An addendum was added to the agenda. **AGENDA ADOPTION**

Ayes: 6,0 **MOTION CARRIED**

The following PRIDE announcements were made:

PRIDE

- Dr. Fischer congratulated Sarah Wayne, who was recognized by the Poughkeepsie Journal for the second year in a row for her submission of a Scary Story.
- The Children's Health Expo held on October 30th was a great success. Over 200 students participated. Many of our employees volunteered as well.
- The girls' volleyball team had their senior night, at which they recognized both the seniors on our team, as well as those on the opposing team. Dr. Fischer congratulated the girls for doing an amazing job this year.
- The Music Department did a spectacular job with the Harvest Pops Concert that was held on October 26th.

Board members received a small gift from Dr. Fischer and Deborah Brose, District Clerk in honor of Board Member Recognition Week. Dr. Fischer expressed heartfelt thankfulness to the Board for all they do for the District. She noted that every Board member is well versed on what is happening within the District, allowing them to make informed decisions. She praised and thanked them for the countless hours of service they provide.

**BOARD MEMBER
APRECIATION
WEEK**

Ms. Matyas indicated it was a pleasure to be able to serve the District and noted that there will be two upcoming vacancies on the Board. She encouraged anyone who may be interested to become involved with the Board election.

Dr. Fischer provided a brief update on the Phase III Capital Improvement Project involving boiler, heating and energy upgrades, and an athletic facility at the high school which is being proposed to the voters for a December 6th public vote.

SUPT'S REPORT

The following dates were provided:

- November 2, 2011 – FSF Meeting, 5:00 p.m., Administration Office
- November 10, 2011 – Public Hearing on Phase III, 6:00 p.m., Hyde Park Elementary School
- November 12, 2011 – Walk the Track at FDR High School, 11:00 a.m.
- November 29, 2011 – Second Public Hearing on Phase III, 6:30 p.m., Administration Office

Information on the presentation and the project can be found on the District's website.

Dr. Fischer announced that the District will be hosting a Veteran's Day Lunch on Friday, November 11th from 12:00 p.m. to 1:00 p.m. at the Haviland Middle School. Although school is closed on that date, many employees have volunteered to participate in serving veterans and their guests lunch. The music department will also do a performance for guests that day.

**VETERANS DAY
LUNCH**

The lunch is free to veterans, and guests will be charged \$5.00.

Dr. Fischer introduced Thomas Kennedy from the firm of O'Connor, Munns & Davies, external auditors for the District. Mr. Kennedy and Ms. Lesolie Tillotson presented information on the external audit for the year ended June 30, 2011.

**EXTERNAL
AUDITORS
REPORT**

Mr. Kennedy informed the Board that the District's bond rating has been upgraded, which is a testament to the financial health of the District. He indicated that the report shows that no material weaknesses or compliance issues were found. It is also important to note that the District is now in compliance with the State 4% fund balance regulation.

Dr. Fischer added that reducing the fund balance was one of the goals she set when she was appointed Superintendent last year. She was pleased to see that the District is now in compliance.

Ms. Tillotsen reviewed the financial statements with the Board.

Ms. Matyas noted that there are three Board members on the Audit Committee. Mr. Duffy added that the Audit Committee received and reviewed the external audit report and is recommending the Board accept it. He added that the report is an independent audit, and therefore, the Board cannot recommend changes to the report.

Mr. Eric Shaw shared information on the success of the Summer School Regents Preparation Program. The program grew both in the number of students that participated, as well as the number of course offered. Mr. Shaw's presentation can be viewed on the District's website.

Ms. Aviva Kafka presented information on the Elementary Summer School Program, provided for the first time this summer. The program was held at the Violet Avenue Elementary School. Ms. Kafka's presentation can be viewed on the District's website.

On a motion made by Mr. Liebrand, seconded by Mr. Watson and carried, the Board entered public participation at 8:34 p.m.

**PUBLIC
PARTICIPATION**

Ayes: 6,0

MOTION CARRIED

The Board closed public participation at 8:34 p.m. on a motion made by Mr. Watson, seconded by Mr. Liebrand and carried.

**REGULAR
SESSION**

Ayes: 6,0 **MOTION CARRIED**

Mr. Mittermaier reported that, at a recent meeting, the Technology Committee discussed the inconsistency of the way the District's website is managed, and viewed possible solutions for changing it. The District currently has several webmasters who are paid a stipend to maintain various sections of the site. It has become a difficult task to maintain dated material and a consistent design.

**BOARD
DISCUSSION:
SCHOOLWORLD**

Mr. Mittermaier indicated the committee recommended SchoolWorld, a software program that would enable employees who are not able to write html code to post things quickly and easily without having to go through a webmaster.

Mr. Hieter added that the software would enable the District to have a better quality website. Each building's website would have the same appearance. He indicated that it should then become each building principal's responsibility to have their website maintained.

Dr. Fischer stated that most districts have migrated to software of this type. She added that the current system is not functioning properly and it is difficult to update. SchoolWorld would eliminate those issues, as well as putting the District in a position that the District's Facebook page, when established, could take off quickly.

Mr. Addor indicated that funds were available in the budget to purchase the software this year. He added that we may still need assistance from some of the webmasters for maintenance issues, such as assisting in moving items from one server to another.

Ms. Matyas asked the Board if they were in support of purchasing the software this year. The Board provided their support to go forward.

Board members were provided with a list of draft parameters for review and discussion that, once finalized, will aid administration in developing the 2012-2013 budget.

**BUDGET
PARAMETERS**

Ms. Matyas indicated that rather than providing the community with a dollar amount that would need to be removed from the budget should it fail; the community should be provided with exactly what items would need to be cut. Mr. Mittermaier suggested that the Board and administration set priorities for budget cuts in advance, and as early as possible.

Mr. Hieter recommended administration to work with employees to freeze steps and receive higher health insurance contributions.

Dr. Fischer indicated that three out of four contracts are currently in negotiations; however, this discussion could take place a Unit Leaders meeting.

Mr. Mittermaier stated the Hyde Park United Employees (HPUE) provided meaningful suggestions last year.

Mr. Liebrand recommended having additional Board meetings in January to begin looking at places where budget cuts could be made. A 5:30 p.m. meeting was agreed upon for January 19th.

**ADDITIONAL
MEETING IN
JANUARY**

Revisions were made to the draft during Board discussion. A revised document will be provided to the Board for adoption at the next meeting.

A draft of the dates associated with developing the 2012-13 budget was provided to the Board. This document will also be reviewed and provided at the next meeting for adoption.

**BUDGET
DEVELOPMENT
CALENDAR**

On a motion made by Mr. Duffy, seconded by Mr. Liebrand and carried, the Board approved the consent agenda resolution as follows:

**CONSENT AGENDA
RESOLUTION**

10. CONSENT AGENDA RESOLUTION

Resolved that the Board of Education of the Hyde Park Central School District does hereby adopt the following consent agenda items: 10 a – f

Ayes: 6,0 **MOTION CARRIED**

a. Accept minutes of the October 13, 2011 Board of Education Meeting

**ACCEPT MINUTES:
October 13, 2011**

Resolved, that the Board of Education accept the minutes of the **October 13, 2011** Board of Education meeting, based on information provided to the Board and placed on file.

b. Acknowledge receipt of check warrants

**ACCEPT CHECK
WARRANTS**

Resolved, that the Board of Education acknowledges receipt of the following **check warrants**, based on information provided to the Board of Education and placed on file:

Warrant Number Fund – Date (2011-12)	AMOUNT	Check Count	Pages
CAP 10/6	\$4,900.35	1	2
FED 10/6	\$581.80	4	1
FS 10/6	\$77.78	1	1
GF 10/6	\$726,450.45	89	15
CAP 10/13	\$87,376.00	2	1
FED 10/13	\$93,101.32	8	2
FS 10/13	\$147,216.03	36	5
GF 10/13	\$669,162.74	63	17
PR 10/14/11	\$37,262.44	13	2

c. Approve budget transfers

**APPROVE BUDGET
TRANSFERS**

Resolved, that the Board of Education hereby approves budget transfers dated **October 19, 2011** based on information provided to the Board and placed on file.

d. Accept donations

**ACCEPT
DONATIONS**

Resolved, the Board of Education hereby accepts the following donation:

- 1) To accept a donation to the Hyde Park Central School District from **Target** in the amount of **\$175.58**, and further to increase the appropriated revenue code A510.2705 and expend funds from code A21100.0400 50000 for the purchase of supplies for use at the Netherwood Elementary School.
- 2) To accept a donation in the amount of **\$1,000.00** to the Hyde Park Central School District from the **Marilyn K. Omura Charitable Account** in the name of **Robin B. Slaats**, and further to increase the appropriated revenue code A510.2705 and expend funds from supply code A2110.09.00P.50000 to fund a roving “Make Your Own Healthy Snack” cart to be used by teachers and students in the North Park Elementary School as part of the Health Highways Program.
- 3) To accept a donation to the Hyde Park Central School District from **Timothy and Victoria Kane** in the amount of **\$1,000.00**, and further to

increase the appropriated revenue code A510.2705 and expend funds from the FDR High School contractual account code A21100600-40000 to be used for community building at the high school.

e. Approve adjustment in tax assessment and refund of taxes

**APPROVE
ADJUSTMENT IN
TAX ASSESSMENT
AND REFUND OF
TAXES**

MOTION: To approve the following refund of taxes due to a reduction in assessment as noted in the Order of Settlement received by the Dutchess County of Supreme Court provided to the Board and placed on file.

1) Applicant: Columbia SFH Group, LLC **Town of:** Poughkeepsie
Grid #: 6162-09-105636-0002

Year	Amount Levied	Adjusted Levy	Refund Due
2007-2008	\$44,133.41	\$41,044.07	\$ 3,089.34
2008-2009	\$44,295.64	\$41,205.95	\$ 3,089.69
2009-2010	\$45,813.17	\$39,749.43	\$ 6,063.74
2010-2011	\$47,430.98	\$47,430.98	0.00
TOTAL			\$12,242.43
REFUND DUE			

2) Applicant: Southeast Atlantic Holdings **Town of:** Poughkeepsie
Grid #: 6263-03-270276-0000

Year	Amount Levied	Adjusted Levy	Refund Due
2008	\$1,733.24	\$1,055.02	\$ 678.22
2009	\$1,480.86	\$1,03.22	\$ 467.64
2010	\$1,209.03	\$1,116.02	\$ 93.01
TOTAL			\$1,238.87
REFUND DUE			

3) Applicant: Robert Greene **Town of:** Clinton
Grid #: 332400-6368-00-244335-0000

Year	Amount Levied	Adjusted Levy	Refund Due
2010	\$8,370.37	\$7,737.96	\$ 632.41
TOTAL			\$ 632.41
REFUND DUE			

f. Approve personnel matters (See Attachment 10-27-11A)

**APPROVE
PERSONNEL
MATTERS**

- 1) ADMINISTRATIVE STAFF PERSONNEL
- 2) TEACHING STAFF PERSONNEL
- 3) SUPPORT STAFF PERSONNEL
- 4) CONFIDENTIAL/MANAGERIAL STAFF PERSONNEL

On a motion made by Mr. Watson, seconded by Mr. Liebrand and carried, the Board approved / arranged for special education placements, classifications, and related services, as recommended by the committee on special education and/or the preschool committee on special education, and as reviewed by the Board's sub-committee on special education.

**APPROVE /
ARRANGE
SPECIAL
EDUCATION
PLACEMENT**

Mr. Duffy recommended approval.

Ayes: 6,0 **MOTION CARRIED**

On a motion made by Mr. Mittermaier, seconded by Mr. Liebrand and carried, the following resolution was approved:

**APPROVE COURSE
CURRICULA FOR
FDR HIGH SCHOOL**

Be it resolved, the Board of Education hereby approves the following course curricula for the FDR High School, based upon information presented to the Board on October 13, 2011:

Strength & Conditioning

Ayes: 6,0 **MOTION CARRIED**

On a motion made by Mr. Liebrand, seconded by Mr. Duffy and carried, the Board approved the following resolution:

**APPROVE SECOND
CONSIDERATION
AND ADOPT
BOARD POLICIES**

Be it resolved, the Board of Education hereby approves second consideration of and adopts the following policies as presented to the Board for first consideration on October 13, 2011:

Policy Number	Name of Policy
4315	Health Education
4315.1	Aids Instruction
4770	Graduation Requirements
5405	Wellness Policy On Physical Activity and Nutrition

6625	Reserve Funds
6900	Disposal of District Property
6830	Expense Reimbursement
8834	Use of Credit Cards

Ayes: 6,0 **MOTION CARRIED**

On a motion made by Mr. Watson, seconded by Mr. Mittermaier and carried, the Board approved the following resolution:

**ACKNOWLEDGE
RECEIPT /
ACCEPTANCE OF
AUDIT REPORT**

Be it resolved, the Hyde Park Central School District Board of Education hereby acknowledges receipt of the District's annual financial audit report from O'Connor, Davies, Munns & Dobbins, LLP, Certified Public Accountants (Board appointed independent auditors) for the fiscal year ending June 30, 2011,

And furthermore, based upon the recommendation of the Board's audit subcommittee and information presented by the District's independent auditor, the Board hereby accepts the report as written. This report shall be placed on file in the District, and with the appropriate agencies.

Ayes: 6,0 **MOTION CARRIED**

On a motion made by Mr. Hieter, seconded by Mr. Duffy and carried, the Board approved the following resolution:

**APPOINT
INTERNAL
AUDITOR**

Be it resolved, the Board of Education hereby approves the appointment of **Raymond Preusser, CPA, P.C.**, as the District's **Internal Auditor** for the 2011-2012 school year, based upon information and a recommendation from the Audit Subcommittee. Mr. Preusser will be compensated based on the proposal letter provided to the Board and placed on file with the District Clerk.

Ayes: 6,0 **MOTION CARRIED**

On a motion made by Mr. Liebrand, seconded by Mr. Mittermaier and carried, the Board approved the following resolution:

**AUTHORIZE
LIAISON BETWEEN
HPCSD AND MSG
VARSITY
NETWORK, LLC**

Be it resolved, that the Board of Education of the Hyde Park Central School District hereby approves the extension of the Participation Agreement between Hyde Park Central School District and MSG Varsity Network, LLC as per the information received and placed on file,

And further, the District accepts the grant provided by MSG Varsity for participation during the 2011-2012 school year in the amount of \$2,000.00, and will increase the appropriated revenue code A510.2705 in this amount,

And furthermore, the District authorizes Douglas Egerton to be the liaison between Hyde Park Central School District and MSG Varsity Network, LLC. Mr. Egerton will receive a stipend of \$1,000 from the funds provided by MSG Varsity Network, as indicated above, for his work as District liaison (Code: A28500600.15500)

Ayes: 6,0 **MOTION CARRIED**

17. RESOLUTION AUTHORIZING THE PRINTING OF POLL BOOKS FOR THE DECEMBER 6, 2011 SPECIAL DISTRICT MEETING

**AUTHORIZATION
TO PRINT POLL
BOOKS**

Be it resolved, that the Board of Education of the Hyde Park Central School District hereby authorizes the District Clerk to request NTS Data Services to print the poll books, with signatures, listing the registered voters in the Hyde Park Central School District for the December 7, 2011 special district meeting (vote) on Phase III Propositions.

The motion to adopt or modify the superintendent's decision of a student suspension for student #10-27-11 was removed from the agenda as part of the agenda modification.

**APPEAL TO
STUDENT
SUSPENSION**

AGENDA ADDENDUM ITEMS

On a motion made by Mr. Liebrand, seconded by Mr. Watson and carried, the Board approved the following resolution:

**APPROVE
EMPLOYEE
TERMINATION**

BE IT RESOLVED by the Board of Education ("Board") of the Hyde Park Central School District ("District"), effective immediately, October 27, 2011 employee, George Tompkins is hereby terminated for cause from his employment with the District, in accordance with the arbitrator's award finding him guilty of the disciplinary charges proffered against him of misconduct, incompetence and insubordination.

Ayes: 6,0 **MOTION CARRIED**

On a motion made by Mr. Watson, seconded by Mr. Liebrand and carried, the Board adopted the following resolution:

**ADOPT AMENDED
RESOLUTION
AUTHORIZING
PROPOSITIONS TO
BE PRESENTED TO
THE VOTERS AT A
SPECIAL DISTRICT
MEETING**

**AMENDED RESOLUTION DATED OCTOBER 27,
2011 OF THE BOARD OF EDUCATION OF THE
HYDE PARK CENTRAL SCHOOL DISTRICT
AUTHORIZING PROPOSITIONS TO BE**

**PRESENTED TO THE VOTERS AT A SPECIAL
DISTRICT MEETING**

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE HYDE PARK CENTRAL SCHOOL DISTRICT that a special meeting of the qualified voters of the School District be and the same is hereby called to be held in the Haviland Middle School Gymnasium, Haviland Road, Hyde Park, New York on December 6, 2011 from 6:00 a.m. until 9:00 p.m. prevailing time for the purpose of voting on the following propositions:

PROPOSITION #1

SHALL the Board of Education of the Hyde Park Central School be authorized to (1) replace the boiler systems and related equipment at the Violet Avenue Elementary School and Hyde Park Elementary School, at a maximum cost of \$1,660,000, (2) expend such sum for such purpose, (3) expend \$800,000 of fund balance and levy the necessary tax taking into account state aid received and the amount expended from fund balance, to be levied and collected in annual installments in such years and in such amounts as may be determined by the Board of Education, and (4) if necessary, in anticipation of the collection of such tax, issue bonds and notes of the District at one time or from time to time in the principal amount not to exceed \$860,000, and levy a tax to pay the interest on said obligations when due?

PROPOSITION #2

SHALL the Board of Education of the Hyde Park Central School District be authorized to (1) replace the boiler systems and related equipment in F.D. Roosevelt High School, Ralph R. Smith Elementary School, North Park Elementary School and Haviland Middle School, at a maximum cost of \$3,815,000, (2) expend such sum for such purpose, (3) levy the necessary tax therefore taking into account state aid received, to be levied and collected in annual installments in such years and in such amounts as may be determined by the Board of Education, and (4) if necessary, in anticipation of the collection of such tax issue bonds and notes of the District at one time or from time to time in the principal amount not to exceed \$3,815,000, and levy a tax to pay the interest on said obligations when due?

PROPOSTION #3

SHALL the Board of Education of the Hyde Park Central School District be authorized to (1) install bleachers in the high school gymnasium and, construct a track and athletic fields, including site work thereat, and acquire original furnishings, equipment, machinery, or apparatus required for the purpose for

which such gymnasium, track and athletic fields are to be used, at a maximum cost of \$4,665,000, (2) expend such sum for such purpose, (3) levy the necessary tax therefore taking into account state aid received, to be levied and collected in annual installments in such years and in such amounts as may be determined by the Board of Education, and (4) if necessary, in anticipation of the collection of such tax issue bonds and notes of the District at one time or from time to time in the principal amount not to exceed \$4,665,000, and levy a tax to pay the interest on said obligations when due?

The vote upon such propositions shall be by ballot registered upon voting machines or absentee ballot. The hours during which the polls shall be kept open shall be from 6:00 a.m. to 9:00 p.m. prevailing time or for as long thereafter as necessary to enable qualified voters who are in the polling place at 9:00 p.m. to cast their ballots.

Personal registration of voters is required, and no person shall vote whose name does not appear on the register of the District. Any person registered to vote under the provisions of Article 5 of the Election Law is entitled to vote and their names shall be placed upon the register of the District. If a voter has heretofore registered pursuant to Section 2014 of the Education Law and has voted at an annual or special district meeting within the last four (4) calendar years, he or she is eligible to vote at this meeting. All other persons who wish to vote must register.

The Board of Registration shall meet in at the Administration Offices of the Hyde Park Central School District on 11 Boice Road, Hyde Park, on Tuesday, November 29, 2011 from 4:00 p.m. to 8:00 p.m. to prepare the register of voters of the District. Any person shall be entitled to have his or her name placed on the register provided that at such meeting of the Board of Registration, he or she is known or proven to the satisfaction of the Board of Registration to be then or thereafter entitled to vote at the school meeting for which such register is prepared.

The register prepared by the Board of Registration shall be filed in the office of the District Clerk and will be open for inspection by any qualified voter

of the District from 9:00 a.m. until 3:00 p.m. prevailing time on each of the five days prior to the vote, except Sunday, December 4, 2011.

Absentee ballots may be applied for at the office of the District Clerk. Applications for absentee ballots must be received by the District Clerk at least seven days prior to the vote if the ballot is to be mailed to the voter, or on, or prior to November 29, 2011, if the ballot is to be delivered personally to the voter. Absentee ballots must be received by the District Clerk not later than 5:00 p.m. on December 6, 2011. A list of all persons to whom absentee ballots shall have been issued will be available in the office of the District Clerk during regular office hours until the day of the vote. Any qualified voter may, upon examination of such list, file a written challenge of the qualifications as a voter of any person whose name appears on such list, stating the reasons for the challenge.

NOTICE IS HEREBY GIVEN, that a public hearing of the Hyde Park Central School District will be held on Thursday, November 10, 2011 at 6:00 p.m. at the Hyde Park Elementary School, 4327 Albany Post Road, Hyde Park, New York, **AND** on Tuesday, November 29, 2011 at 6:30 p.m. at the administration office, 11 Boice Road, Hyde Park, New York for the presentation of the three propositions.

BE IT FURTHER RESOLVED, that District Clerk is hereby authorized and directed to publish a notice of such meeting in two newspapers of general circulation within the School District, four (4) times within the seven (7) weeks next preceding such School District meeting, noting that at the time of this resolution, as per the direction of the Board in its previous resolution, the District Clerk had submitted the first publication of the notice at least forty-five (45) days prior to the date of the meeting in two newspapers of general circulation within the School District.

BE IT FURTHER RESOLVED, that this resolution takes effect immediately upon its adoption.

On a motion made by Mr. Hieter, seconded by Mr. Mittermaier and carried, the Board entered public participation at 9:50 p.m.

**PUBLIC
PARTICIPATION**

Ayes: 6,0 **MOTION CARRIED**

Mr. Stephen Hughes shared comments on the proposed new website.

The Board closed public participation at 9:52 p.m. on a motion made by Mr. Watson, seconded by Mr. Liebrand and carried.

**REGULAR
SESSION**

Ayes: 6,0 **MOTION CARRIED**

The following dates were announced:

INFORMATION

- Thursday, November 10, 2011, 6:00 p.m., Public Hearing on Phase III Capital Improvement Project, Hyde Park Elementary School
- Thursday, November 10, 2011, 7:00 p.m., Board of Education Meeting, Hyde Park Elementary School

The meeting was adjourned at 9:55 p.m. on a motion made by Mr. Liebrand, seconded by Mr. Watson and carried.

ADJOURN

Ayes: 6,0 **MOTION CARRIED**

Respectfully Submitted,

Deborah A. Brosen

Deborah A. Brosen, District Clerk