

**CITY SCHOOL DISTRICT  
PLATTSBURGH, NEW YORK**

Minutes of the  
**BOARD OF EDUCATION REORGANIZATION MEETING**  
Held at Duken Elementary School Building on July 1, 2003 - 7:00 a.m.

**ROLL CALL**

Board of Education

Dale Dowdle – present  
Richard Holcomb – present  
Peter Luguri – present  
David Merkel – present (arrived 7:11 a.m.)  
Clayton Morris – present  
Robert Shimko – present  
David Slater – present  
Cynthia Topnick – present  
Fred Wachtmeister – present (arrived 7:09 a.m.)

Others

Michelle Kavanaugh – Superintendent of Schools  
Lyn Hill – Assistant Superintendent for Business Affairs  
Dennis Curtin – School Attorney  
Mary Huckleba – District Clerk

**PLEDGE OF ALLEGIANCE**

Mr. Shimko led the pledge.

**ELECTION OF OFFICERS**

**A. President of the Board**

Mr. Shimko nominated and Mr. Luguri seconded the nomination of Mr. Richard Holcomb for the office of President of the Board of Education. There were no other nominations.

Mr. Holcomb was unanimously elected President of the Board of Education.

Mr. Holcomb signed his oath of office.

**B. Vice-president of the Board**

Mr. Shimko nominated and Mr. Luguri seconded the nomination of Mrs. Cynthia Topnick for the office of Vice-president of the Board of Education.

Mrs. Topnick was unanimously elected Vice-president of the Board of Education.

Mrs. Topnick signed her oath of office.

**APPOINTMENT OF OFFICERS**

**A. Appointment of District Clerk**

Mrs. Topnick moved, seconded by Mr. Slater that the Board of Education appoint Mary S. Huckleba as District Clerk for the period July 1, 2003 - June 30, 2004.

Motion carried

Vote on the motion 7 – yes  
0 – no

**B. Appointments of District Treasurer & Deputy Treasurer**

1) Mr. Morris moved, seconded by Mr. Dowdle that the Board of Education appoint Kristina M. Burdo as District Treasurer for the period July 1, 2003 - June 30, 2004, and that she be bonded under the District's Public School System Faithful Performance Blanket Position Bond.

Motion carried Vote on the motion 7 – yes  
0 – no

2) Mr. Slater moved, seconded by Mr. Shimko that the Board of Education appoint Lyn Hill as Deputy Treasurer for the period July 1, 2003 - June 30, 2004, and that she be bonded under the District's Public School System Faithful Performance Blanket Position Bond.

Motion carried Vote on the motion 7 – yes  
0 – no

**C. Tax Collector**

Mr. Morris moved, seconded by Mr. Slater that the Board appoint Beatrice Dragoon as Tax Collector for 2003/2004. Her salary will be \$7,025.

Motion carried Vote on the motion 7 – yes  
0 – no

7:09 a.m. – Mr. Wachtmeister arrived.

**D. Appointment of Internal Claims Auditor**

Mr. Slater moved, seconded by Mr. Wachtmeister that the Board of Education appoint Betty Ann Denton as Internal Claims Auditor for the period July 1, 2003 - June 30, 2004, and that she be bonded under the District's Public School System Faithful Performance Blanket Position Bond.

Motion carried Vote on the motion 8 – yes  
0 – no

**E. Administer Oath of Office**

Oaths of office were administered to those in attendance. The District Clerk will administer the oath of office to those not in attendance.

7:11 a.m. – Mr. Merkel arrived.

**OTHER APPOINTMENTS****A. Central Treasurer - Extraclassroom Activity Fund**

Mr. Wachtmeister moved, seconded by Mr. Dowdle that the Board of Education appoint Marlene Reil as Central Treasurer for the Extraclassroom Activity Fund at the Plattsburgh Senior High School, and Kathryn Zuckerman as Central Treasurer for the Extraclassroom Activity Fund at the Stafford Middle School for the period July 1, 2003 - June 30, 2004, and that they be

bonded under the District's Public School System Faithful Performance Blanket Position Bond.

Motion carried  
Vote on the motion 9 – yes  
0 – no

**B. School Attorney**

Mr. Wachtmeister moved, seconded by Mr. Slater the Board of Education appoint Harris Beach LLP as School District Attorney for the period July 1, 2003 - June 30, 2004 at a rate of \$130 per hour.

Motion carried  
Vote on the motion 9 – yes  
0 – no

**C. School Physician**

Mr. Wachtmeister moved, seconded by Mr. Morris that the Board of Education appoint Sudha S. Patel, M.D. as School Physician for the period July 1, 2003 - June 30, 2004. Dr. Patel will be compensated \$23,461. Compensation will be re-negotiated when/or if there is a change in the number of non-public schools within the Plattsburgh City School District.

Motion carried  
Vote on the motion 9 – yes  
0 – no

**D. LEA Asbestos Designee**

Mr. Wachtmeister moved, seconded by Mr. Slater that the Board of Education appoint James Lawton as the Plattsburgh City School District's Asbestos Hazard Emergency Response Act Local Education Authority Asbestos Designee, effective July 1, 2003 – June 30, 2004.

Motion carried  
Vote on the motion 9 – yes  
0 – no

**E. Independent Auditor**

Mr. Shimko moved, seconded by Mr. Wachtmeister that the Board appoint Telling & Conroy, CPAs, P.C. as the Independent Auditor to prepare the audit report of the school district records for the 2002/2003 fiscal year for a fee of \$7,500.

Motion carried  
Vote on the motion 9 – yes  
0 – no

**F. Records Access and Records Retention Officer**

Mr. Merkel moved, seconded by Mr. Slater that the Board appoint Lyn Hill Records Access and Records Retention Officer, effective July 1, 2003 – June 30, 2004.

Motion carried  
Vote on the motion 9 – yes  
0 – no

**DESIGNATIONS**

**A. Official Bank Depositories**

1) Mr. Wachtmeister moved, seconded by Mr. Merkel that the Board of Education designate Glens Falls National Bank and Trust Co. as depository for the period July 1, 2003 - June 30, 2004. The following accounts will be included:

- |                      |                                     |
|----------------------|-------------------------------------|
| Special Aid Account  | Tax Certiorari Reserve Account      |
| Capital Account      | Scholarship Account                 |
| Multipurpose Account | SMS Extraclassroom Activity Account |
| Payroll Account      | PHS Extraclassroom Activity Account |
| Debt Service Account |                                     |

Motion carried Vote on the motion 9 – yes  
0 – no

2) Mrs. Topnick moved, seconded by Mr. Wachtmeister that the Board of Education designate Glens Falls National Bank & Trust Co. as depository for tax collection for the period July 1, 2003 - June 30, 2004.

Motion carried Vote on the motion 9 – yes  
0 – no

All accounts will be continually reviewed and could be subject to change anytime during this period by Board action, after careful analysis of our present banking services.

**B. Safe Deposit Box**

Mr. Shimko moved, seconded by Mr. Slater that the Board of Education designate Glens Falls National Bank and Trust Co. as the location of its Safe Deposit Box for the period July 1, 2003 - June 30, 2004. The Assistant Superintendent for Business Affairs, District Treasurer, and Board President shall be authorized to have access (any two of the three present to authorize access).

Motion carried Vote on the motion 9 – yes  
0 – no

**POSTING NOTICES OF MEETINGS OF BOARD OF EDUCATION**

Mr. Dowdle moved, seconded by Mr. Wachtmeister that the Board of Education designate each school building as posting place of notices of meetings of the Board of Education during the 2003/2004 school year.

There was discussion about the posting of meeting notices on the district’s website. Notices are posted on the website but the school buildings are designated places for posting of notices.

Motion carried Vote on the motion 9 – yes  
0 – no

**OFFICIAL NEWSPAPER**

Mr. Wachtmeister moved, seconded by Mr. Shimko that the Board of Education designate the Press Republican as its official newspaper for the period July 1, 2003 - June 30, 2004.

Motion carried Vote on the motion 9 – yes  
0 – no

**ASSOCIATION MEMBERSHIPS**

Mr. Wachtmeister moved, seconded by Mr. Slater that the Board of Education approve membership in the following associations:

- New York State School Boards Association
- New York State Association of Small City School Districts
- Clinton County School Boards Association
- Plattsburgh-North Country Chamber of Commerce
- National School Boards Association

Motion carried Vote on the motion 9 – yes  
0 – no

**AUTHORIZATIONS**

**A. Certification of Payrolls**

Mr. Merkel moved, seconded by Mr. Wachtmeister that the Board of Education authorize the Superintendent or designee to certify all payrolls for the period July 1, 2003 - June 30, 2004.

Motion carried Vote on the motion 9 – yes  
0 – no

**B. Purchasing Agent**

Mr. Shimko moved, seconded by Mr. Dowdle that the Board authorize the Assistant Superintendent for Business Affairs to perform the duties of Purchasing Agent.

Motion carried Vote on the motion 9 – yes  
0 – no

**C. Approval of Attendance at Conferences**

Mr. Merkel moved, seconded by Mr. Morris that the Board of Education authorize the Superintendent or designee to approve requests made by staff members to attend conferences and conventions within New York State and Northern Vermont for the period July 1, 2003 - June 30, 2004. All other out-of-state conferences are to be individually approved by the Board of Education.

Motion carried Vote on the motion 9 – yes  
0 – no

**D. Authorized Signature on Checks**

1) Mr. Wachtmeister moved, seconded by Mr. Slater that the Board of Education authorize the District Treasurer to sign all checks drawn on the funds under her custody.

Motion carried Vote on the motion 9 – yes  
0 – no

2) Mr. Wachtmeister moved, seconded by Mrs. Topnick that the Board of Education authorize the Deputy Treasurer to sign checks in the absence of the District Treasurer.

Motion carried Vote on the motion 9 – yes  
0 – no

3) Mr. Wachtmeister moved, seconded by Mrs. Topnick that the Board of Education authorize signatures on Extraclassroom Activity Accounts as follows: Central Treasurer and Paul Dingman or John Fairchild.

Discussion: at the high school it has traditionally been the assistant principal's signature on the Extraclassroom Activity Account.

Motion carried Vote on the motion 9 – yes  
0 – no

**E. Temporary Investments of Idle Funds**

Mr. Wachtmeister moved, seconded by Mr. Dowdle that the Board of Education authorize the Treasurer to invest District monies not required for immediate expenditure for the period July 1, 2003 - June 30, 2004.

Ms. Hill outlined the district's investment options.

Motion carried Vote on the motion 9 – yes  
0 – no

**F. Borrowing (Credit Card) Resolution**

Mr. Wachtmeister moved, seconded by Mr. Slater the Board pass the following resolution:

RESOLVED that the Superintendent of Schools and the Assistant Superintendent for Business Affairs of the Plattsburgh City School District are authorized on behalf and in the name of the Plattsburgh City School District to enter into a retail installment credit agreement with Glens Falls National Bank and Trust Co., and, pursuant to its terms, to borrow, through authorized employees, such sums of money, and to obtain such credits as may be deemed advisable; and to make, execute and deliver such agreements, instruments and papers upon such terms as may be requested or required by the Bank in connection therewith, or to evidence any present or future credit, indebtedness or liability; and it is further

RESOLVED that this resolution shall continue in full force and effect, and the Bank may rely and act thereon until actual receipt by it of written notice of the amendment or revocation thereof.

Motion carried Vote on the motion 9 – yes  
0 – no

**ADOPTION OF ALL POLICIES AND CODE OF ETHICS**

Mr. Dowdle moved, seconded by Mr. Wachtmeister that the Board of Education readopt all of its Policies and its Code of Ethics presently in effect.

Motion carried Vote on the motion 9 – yes  
0 – no

**FEDERAL FUND APPLICATIONS**

Mr. Dowdle moved, seconded by Mr. Slater that the Board of Education designate the Superintendent of Schools to be the authorized representative of the District to sign and file all applications and certifications for federal funds.

Motion carried  
Vote on the motion 9 – yes  
0 – no

**SPECIAL EDUCATION APPOINTMENTS**

**A. Committee on Special Education**

Mr. Shimko moved, seconded by Mr. Dowdle that the Board of Education appoint the following individuals to serve on the Committee on Special Education for the period beginning July 1, 2003 - June 30, 2004:

- Chairperson Claudine Selzer
- Rosemary LaMarche (alternate)
- School Psychologist Marian Smith
- Suzanne Frechette
- James Debella
- Kris Lutters
- Steve Crain
- Kelly Ryan
- Speech Therapists Susan Ahnell
- Claire Kopita
- Jan Kinne
- Carol Rock
- William Corcoran
- Special Education Teachers Diane Smith
- Lori Wills
- Carolyn Farrell
- Parent Member Susan Stewart
- Nurse Practitioner Linda Haubner
- School Physician Dr. Sudha Patel
- Child’s teacher as defined by Federal Regulations.
- Child’s parent as defined by Federal Regulations.

Motion carried  
Vote on the motion 9 – yes  
0 – no

**B. Committee on Preschool Special Education**

Mr. Wachtmeister moved, seconded by Mr. Dowdle that the Board of Education appoint the following individuals to serve on the Committee on Preschool Special Education for the period beginning July 1, 2003 - June 30, 2004:

- Chairperson/District Representative Claudine Selzer
- Chairperson/District Representative (alternate) Rosemary LaMarche

An appropriately certified or licensed professional appointed by the Chief Executive Officer of the municipality of the preschool child’s residence;

- County Representative Kathy O’Connor
- County Representative Valerie Butler

and

**FOR A CHILD EVALUATED FOR THE FIRST TIME:**

- the child’s teacher if she/he has one; if not, an appropriately certified teacher;
- for a preschool child in transition from early intervention, a professional designated by the Department of Health’s Early Intervention Program;
- a professional who participated in the evaluation of the child;

or

- a professional employed by the school district other than the Chairperson, the child’s teacher or some other person knowledgeable about the evaluation procedures used and evaluation results.

FOR A CHILD BEING REVIEWED:

- the child’s teacher.

Motion carried

Vote on the motion 9 – yes  
0 – no

**C. Surrogate Parents**

Mr. Shimko moved, seconded by Mr. Wachtmeister that the Board of Education appoint the following individuals to serve as surrogate parents to represent, as needed, the parental role for a handicapped child:

- |                        |  |
|------------------------|--|
| Michael & Jo Robinson  | 56 Ollivetti Place, Plattsburgh, NY<br>12901 |
| Bijoy & Aparna Samaroy | 34 Sandra Avenue, Plattsburgh, NY<br>12901   |
| Gilbert Duken          | 3 Summer Hill, Plattsburgh, NY<br>12901      |

Motion carried

Vote on the motion 9 – yes  
0 – no

**TITLE IX COMPLIANCE STATEMENT**

Mr. Wachtmeister moved, seconded by Mr. Morris that the Board authorize publication in the Press Republican of the following Title IX Compliance Statement during the month of July. This statement must be published annually.

“It is the policy of the Plattsburgh City School District, Board of Education, not to discriminate on the basis of sex, race, color, national origin, or handicap in the educational programs or activities which it operates. Furthermore, the Plattsburgh City School District, Board of Education, is required by Title IX of the Education Amendments of 1972 and Section 504 of the Rehabilitation Act of 1973, respectively, not to discriminate in such a manner. Inquiries concerning this policy may be referred to the following school official:

NAME:	<u>Thelma Carrino</u>
ADDRESS:	<u>49 Broad Street, Plattsburgh, NY</u>
ZIP CODE:	<u>12901-3396</u>
TELEPHONE:	<u>(518) 957-6006</u>



This official will provide information, including complaint procedures, to any student or employee who feels her or his rights under Title IX and/or Section 504 may have been violated by the district or its officials.”

Motion carried Vote on the motion 9 – yes  
0 – no

**PARTICIPATION IN COOPERATIVE PURCHASING**

Mr. Merkel moved, seconded by Mr. Wachtmeister that the Board pass the following resolution:

Be it resolved that the Plattsburgh City School District Board of Education agrees to participate in the St. Lawrence/Lewis BOCES Cooperative Purchasing Programs in accordance with the guidelines set forth in the “Cooperative Purchasing Agreement” (Appendix I) for the 2003/2004 school year.

Motion carried Vote on the motion 9 – yes  
0 – no

**ADOPTION OF SECTION 18 OF THE PUBLIC OFFICERS LAW**

Mr. Wachtmeister moved, seconded by Mr. Slater that the Board pass the following resolution:

RESOLVED, that, as a “public entity” under Section 18 of the Public Officers Law, the Plattsburgh City School District (the “District”) hereby expressly authorizes and agrees pursuant to Section 18 of the Public Officers Law to confer the benefits of Section 18 upon the “employees” of the District, as that term is defined in Section 18, and to be held liable for the costs incurred under its provision; and it is further

RESOLVED, that these benefits are expressly intended to supplement and be available in addition to any defense or indemnification available to employees of the District.

Motion carried Vote on the motion 9 – yes  
0 – no

**SMS CAPITAL PROJECT CLERK OF THE WORKS**

Mr. Shimko moved, seconded by Mr. Wachtmeister that the Board continue Mitchell Derway’s appointment as Clerk of the Works until the Stafford Middle School Capital Project is completed or through December 1, 2003, which ever comes first.

Discussion: The anticipated completion date is December 1, 2003.

Motion carried Vote on the motion 9 – yes  
0 – no

**SUBSTITUTE PAY RATES**

Mr. Dowdle moved, seconded by Mr. Slater that the substitute pay rates approved at the June 27, 2002 meeting be continued through the 2003/2004 school year. The rates are as follows:

Teacher	\$75.00 per day
Teaching Assistant	\$6.75 per hour
Cafeteria	\$6.75 per hour
Secretarial	\$6.75 per hour
Custodial	\$6.75 per hour
Monitor	\$6.75 per hour
Teacher Aide	\$6.75 per hour
Bus Driver	\$8.00 per hour
Health Office Assistant	\$8.75 per hour

Discussion concerning a long-range plan to raise the substitute teacher pay rate \$5 per year until at \$100 per day.

Mr. Luguri moved, seconded by Mr. Wachtmeister that the motion be tabled until next meeting.

Motion to table carried	Vote on the motion 9 – yes
	0 – no

**CVES 2003/2004 PRELIMINARY CONTRACTS**

Mr. Wachtmeister moved, seconded by Mr. Morris that the Board authorize the Board President to sign the 2003/2004 Preliminary CVES Contracts. (Appendix II).

Motion carried	Vote on the motion 9 – yes
	0 – no

**COMPREHENSIVE DISTRICT EDUCATION PLAN (CDEP)**

Mr. Shimko moved, seconded by Mr. Shimko that the Board approve the Comprehensive District Education Plan (CDEP), which was presented for first review on June 26, 2003. (Appendix III)

Discussion: Mr. Shimko noted it is the result of a wonderful effort of the District-wide Educational Improvement Council (DWEIC) and the district under Dr. Preuss' leadership.

Motion carried	Vote on the motion 9 – yes
	0 – no

**DISTRICT-WIDE SCHOOL SAFETY PLAN**

Mr. Shimko moved, seconded by Mr. Wachtmeister that the Board approve the District-Wide School Safety Plan as presented in Appendix IV.

Motion carried	Vote on the motion 9 – yes
	0 – no

**BOCES LEASE AGREEMENT**

Mr. Morris moved, seconded by Mr. Wachtmeister that the Board of Education authorize the Board President to execute the lease agreement with BOCES as presented in Appendix V.

Motion carried  
Vote on the motion 9 – yes  
0 – no

**BOCES ANCILLARY SERVICES AGREEMENT**

Mr. Merkel moved, seconded by Mr. Shimko that the Board of Education authorize the Board President to execute the ancillary services agreement with BOCES as presented in Appendix VI.

Motion carried  
Vote on the motion 9 – yes  
0 – no

**SUPERINTENDENT’S REPORT**

August 27<sup>th</sup> was chosen as the date of the Board's summer retreat.

**BOARD REPORTS**

None

**BOARD REMARKS**

Mr. Shimko congratulated the new officers.  
Mr. Luguri thanked Mr. Shimko and Mr. Holcomb for their leadership during the past year.

**EXECUTIVE SESSION**

Mr. Merkel moved, seconded by Mr. Dowdle that the Board go into executive session at 7:55 a.m. for the purpose of discussing matters as provided for in Board Policy 2330 (employment history of particular persons).

Motion carried  
Vote on the motion 9 – yes  
0 – no

The Board returned to public session at 8:34 a.m.

**ADJOURNMENT**

There being no further business, Mr. Merkel moved, seconded by Mr. Dowdle that the meeting be adjourned at 8:35 a.m.

Motion carried  
Vote on the motion 9 – yes  
0 – no

Mary S. Huckeba  
District Clerk

**2002/2003 DISTRICT GOALS**

*Through shared decision making and broad involvement as we build community together, we will...*

- Enhance the alignment of the secondary program
  - Increase student engagement
  - Assure ongoing facility planning
  - Promote community partnerships
- Assure the professional growth of all teachers, administrators and staff
- Strengthen a process for comprehensive planning and evaluation of progress aligned with indicators of quality organizations
  - Increase communication

-----**STRATEGIC FOUNDATION**-----

**— CORE VALUES —**

We, the students, teachers, parents, Board of Education, and staff of the Plattsburgh City School District value...

**Continuous Improvement** — we create a learning community where every member is committed to and supported in doing better.

**Accountability** — we are responsible for student development and achievement.

**Integrity** — we address all aspects of our mission with honesty and compassion.

**Building Community** — we recognize and respect the diversity of all and encourage active participation and open communication in all aspects of our mission.

**— MISSION —**

Our mission is to educate each student of the Plattsburgh City School District by creating challenging, supportive, and interactive learning that advances intellectual, physical, social, and cultural development.

**— VISION —**

The Plattsburgh City School District will be recognized and admired for demonstrated excellence and student success. We will welcome all members of our community, embrace their diversity, and create partnerships without barriers with students, families, teachers, staff, and local agencies to improve the quality of life for all. Our schools will be centers of wellness, defined by an energized joy of learning that promotes positive self-esteem and develops well-rounded individuals as well as a community of life long learners. We will be advocates for change that creates a culture of openness and acceptance with foundations of integrity and accountability.

-----**DISTRICT STUDENT STANDARDS**-----

**CRITICAL THINKER** — All students will be capable of problem solving, decision making, and risk taking enabling them to function in an efficient, productive way in society.

**EFFECTIVE COMMUNICATOR** — All students will develop the skills necessary to communicate effectively.

**HEALTHY CITIZEN** — All students will consistently make healthful choices demonstrating respect for their physical, emotional, and social well-being.

**LIFELONG LEARNER** — All students will develop the skills of self-evaluation and inquiry to engage in the process of lifelong learning.

**RESPONSIBLE CITIZEN** — All students will positively apply understandings of their own and diverse cultures to a changing world.

**PLATTSBURGH CITY SCHOOL DISTRICT  
Plattsburgh, New York**

Minutes of the meeting of the  
**held on Board of Education**  
July 24, 2003 – 6:00 p.m. – Duken School Building

**Roll**

Board of Education

Dale Dowdle – present  
Richard Holcomb (President) – present  
Peter Luguri – present  
David Merkel – present  
Clayton Morris – present  
Robert Shimko – present  
David Slater – present  
Cynthia Topnick (Vice-president) – present  
Fred Wachtmeister – present (arrived 6:05 p.m.)

Others

Michelle Kavanaugh, Ed.D. (Supt. of Schools) – present  
Lyn Hill (Ass't Supt. for Business Affairs) – present  
Dennis Curtin (School Attorney) – present  
Mary Huckeba (District Clerk) – present  
District Administrators - Thelma Carrino – present  
Paul Dingman – present  
John Fairchild – present  
Michael Flynn – excused  
Thomas Glasgow – excused  
Rosemary LaMarche – present  
Mary Louise Lamberti – present  
C. Joseph Staves – excused  
Thomas Tregan – excused

**Executive Session**

Mr. Shimko moved, seconded by Mr. Slater that the Board go into Executive Session at 6:01 p.m. for the purpose of discussing matters as provided for in Board Policy 2330 (employment history of particular persons, contract negotiations).

Vote on the motion 8 – yes  
0 – no

6:05 p.m. – Mr. Wachtmeister arrived.

The Board returned to public session at 7:48 p.m.

**Pledge of Allegiance**

Mr. Robert Shimko led the pledge.

**Mission Statement and  
Core Values Reader**

Mr. Robert Shimko read the Mission Statement and Core Values.

**Spotlight**

There was no Spotlight scheduled. Mr. Holcomb noted that unlike last year there would be no seating ceremony. For Board members, other than the President and Vice-president, seating will be random.





Motion carried  
Vote on the motion 9 – yes  
0 – no

**E. Policy Statement for Free and Reduced Price Meals or Free Milk Policy**

Mr. Wachtmeister moved, seconded by Mrs. Topnick that the Board adopt the “Policy Statement for Free and Reduced Price Meals or Free Milk” for the 2003/2004 school year. (Appendix IV)

Motion carried  
Vote on the motion 9 – yes  
0 – no

**F. School Meal Prices**

Mr. Wachtmeister moved, seconded by Mr. Slater that the Board approve the following meal prices for 2003/2004:

Elementary Student Lunch	\$1.35
Secondary Student Lunch	\$1.65
Student Breakfast	\$.75

Discussion: It was noted that the District is proud of the fact that the cafeteria program had a positive outcome for the 2002/2003 school year. The adult meal price is \$3.50.

Motion carried  
Vote on the motion 9 – yes  
0 – no

**G. SUBSTITUTE PAY RATES**

*Note: This item was tabled on July 1, 2003*

Mr. Shimko moved, seconded by Mr. Merkel that that the substitute pay rates approved at the June 27, 2002 meeting be continued through the 2003/2004 school year. The rates are as follows:

Teacher	\$75.00 per day
Teaching Assistant	\$6.75 per hour
Cafeteria	\$6.75 per hour
Secretarial	\$6.75 per hour
Custodial	\$6.75 per hour
Monitor	\$6.75 per hour
Teacher Aide	\$6.75 per hour
Bus Driver	\$8.00 per hour
Health Office Assistant	\$8.75 per hour

Discussion: Mr. Luguri urged the Board not to support the recommendation, as it is a step backwards. Realizes district is significantly higher than other area districts. District should move forward. Mr. Wachtmeister supported Mr. Luguri’s statements. Mr. Wachtmeister noted that in reviewing the data provided – our support staff rates are lower than some other districts. In response to a question, Dr. Kavanaugh noted that when there is an absence in a health office (nurse or assistant), staff is shuffled to provide the appropriate coverage.



Roll call vote on the motion	Mr. Dowdle ..... yes
	Mr. Holcomb ..... yes
	Mr. Luguri ..... no
	Mr. Merkel..... yes
	Mr. Morris ..... no
	Mr. Shimko ..... yes
	Mr. Slater..... yes
	Mrs. Topnick..... yes
	Mr. Wachtmeister ..... no

Motion carried	Vote on the motion 6 – yes
	3 – no

**Personnel**

**A. Appointments**

1) 11-Month Typist

Mr. Slater moved, seconded by Mr. Wachtmeister that the Board appoint Bonnie Waldron to an 11-month typist position effective July 25, 2003 at her current rate of pay in accordance with the CSEA salary schedule.

Motion carried	Vote on the motion 9 – yes
	0 – no

2) Elementary Teacher

Mr. Shimko moved, seconded by Mr. Wachtmeister that the Board approve Mary Parker’s transfer from her current position (AIS teacher – Reading Tenure Area) to kindergarten teacher (Elementary Tenure Area) at Momot Elementary School, effective September 2, 2003.

Motion carried	Vote on the motion 9 – yes
	0 – no

3) Intramural Teacher 2002/2003

Mr. Merkel moved, seconded by Mr. Morris that the Board appoint Scott Shutts as spring intramural teacher at Momot Elementary School for up to 20 sessions for the 2002/2003 school year. His rate of pay will be based on negotiated contract.

Discussion: Mr. Shutts worked 18 sessions.

Mr. Luguri moved, seconded by Mr. Wachtmeister to amend motion to change “up to 20 sessions” to “18 sessions.”

Motion to amend carried	Vote on the motion 8 – yes
	1 – no (Mr. Dowdle)

Amended motion carried	Vote on the motion 8 – yes
	1 – no (Mr. Dowdle)

4) 2003 Summer Services

Mr. Wachtmeister moved, seconded by Mr. Slater that the Board approve the following list for 2003 summer services as needed. The rate of pay will be based on negotiated contract.

<u>Recommendation</u>	<u>Position</u>	<u>Type of Appt.</u>
John Fairchild	PHS Assistant Principal	Regular
Tom Tregan	SMS Assistant Principal	Regular
Claudine Selzer	CSE Chairperson	Regular
John Haubner	Technology Coordinator	Regular
Marye Howard	AIS Technology/Webmaster	Regular
Heather Quéguiner	SMS Guidance Counselor	Regular
Christina Santella	SMS Guidance Counselor	Regular
Peter Sullivan	PHS Guidance Counselor	Regular
June Pernice	PHS Guidance Counselor	Regular
Alan Feazelle	PHS Guidance Counselor	Regular
Sue Ahnell	Speech Therapist	Regular
Jan Kinne	Speech Therapist	Regular
Rowena Killeen	Special Education Teacher	Regular
Lisa Hamlin	Special Education Teacher	Regular
Sue O'Dell*	Occupational Therapist	Emerg.Cond.
Amy Powell*	Occupational Therapist	Emerg.Cond.
Colleen Roenbeck*	Teacher of the Deaf Consultant	Regular
Linda Haubner	Nurse Practitioner (School)	Regular
Barbara Davis-Meconi	Registered Professional Nurse	Regular
Lynne Sheehan	Licensed Practical Nurse	Regular
Mary Bushey	School Nurse Teacher	Regular
Rhoda Scott	School Nurse Teacher	Regular
Diana Lavery	School Nurse Teacher	Regular
Patricia Carpenter	School Nurse Teacher	Regular
Carol Passno	Health Office Assistant	Regular

\*not district employees

Motion carried Vote on the motion 9 – yes  
0 – no

5) Section 504 Coordinator

Mr. Luguri moved, seconded by Mr. Wachtmeister that the Board appoint Rosemary LaMarche Section 504 Coordinator for the 2003/2004 school year.

Discussion: How many years has district had position? 10 years. Mrs. LaMarche has filled position for about 7 years.

Motion carried Vote on the motion 9 – yes  
0 – no

6) Fall Coaching

Mr. Wachtmeister moved, seconded by Mr. Morris that the Board approve the 2003/2004 Interscholastic Fall Coaching appointments of the staff listed. Their rate of pay will be based on negotiated contract.

<u>Sport</u>	<u>Position</u>	<u>Recommendation</u>
Football	JV Assistant	Vern Harrison
Gymnastics	Modified	Kristen Marino
Boys Soccer	Varsity Assistant	Joshua Meyer
Girls Soccer	Varsity Coach	Jan Flynn
	Varsity Assistant	Scott Shutts
	JV Coach	Vickie McMillan
	JV Assistant	Zoey D'Arienzo
	Modified	Jenny Manabat
	Modified	Heidi Benware

Motion carried Vote on the motion 9 – yes  
0 – no

7) Winter Coaching

Mr. Slater moved, seconded by Mr. Wachtmeister that the Board approve the 2003/2004 Interscholastic Winter Coaching appointments of the staff listed. Their rate of pay will be based on negotiated contract.

<u>Sport</u>	<u>Position</u>	<u>Recommendation</u>
Swim	Boys Varsity	Shawn Farrell
Volleyball	Varsity Coach	Vickie McMillan
	JV Coach	Kim Quinn
	Assistant	Tracy Giroux
	Assistant	Jody Emery
Athletic Trainer	Winter	Mark Donnelly
Ice Hockey	Varsity Coach	Matt Rogers
	Varsity Assistant	Mike Long
Girls Basketball	Varsity Coach	John Fountain
	JV Coach	Sue Wilson
	Modified A	Bill Myers
	Modified B	Jan Flynn
Boys Basketball	Varsity Coach	Kevin Daugherty
	JV Coach	Chris Hartmann
	Modified B	Jim Manchester
Basketball Cheerleading	Varsity Coach	Karen Browne
Managers & Services		Tom Armstrong

Motion carried                                  Vote on the motion 9 – yes  
0 – no

8) 2003 Summer Bus Drivers and Monitor

Mr. Shimko moved, seconded by Mr. Merkel that the Board appoint Tom O'Meara, Joyce Charland, and Bob McGee as bus drivers and Tina Simpson as bus monitor for 2003 CVES summer transportation. Their rate of pay will be based on negotiated contract.

Motion carried                                  Vote on the motion 9 – yes  
0 – no

9) Food Service Helper

Mr. Slater moved, seconded by Mrs. Topnick that the Board appoint Maureen Titherington as a Food Service Helper 5 hours per day effective August 28, 2003 with her initial assignment being Stafford Middle School. Ms. Titherington will remain on her current step of the CSEA salary schedule for Food Service Helper (hired after 4/1/96).

Motion carried                                  Vote on the motion 9 – yes  
0 – no



13) Special Education Teacher

Mr. Morris moved, seconded by Mrs. Topnick that the Board approve the following probationary appointment:

Name of appointee: Nancy Steadman  
Tenure area: General Special Education  
Date of commencement of the 3 year probationary appointment: September 1, 2003  
Expiration date of the 3 year probationary appointment: August 31, 2006  
Certification status: Special Education: Provisional (9/1/03)  
Initial assignment: Stafford Middle School  
Base salary: Step 1 (BS) for 2003/2004 to be negotiated

Motion carried  
Vote on the motion 8 – yes  
0 – no  
1 – abstention (Mr. Wachtmeister)

14) Special Education Teacher

Mr. Shimko moved, seconded by Mr. Merkel that the Board approve the following emergency conditional probationary appointment:

Name of appointee: Heather Sullivan  
Tenure area: General Special Education  
Date of commencement of the 3 year probationary appointment: September 1, 2003  
Expiration date of the 3 year probationary appointment: August 31, 2006  
Certification status: Special Education: Provisional (9/1/03)  
Initial assignment: Plattsburgh High School  
Base salary: Step 1 (MS) for 2003/2004 to be negotiated

Motion carried  
Vote on the motion 8 – yes  
0 – no  
1 – abstention (Mr. Wachtmeister)

15) Teaching Assistant

Mrs. Topnick moved, seconded by Mr. Merkel that the Board approve the following probationary appointment:

Name of appointee: Jeffrey Bombeck  
Tenure area: Teaching Assistant  
Date of commencement of the 3 year probationary appointment: September 1, 2003  
Expiration date of the 3 year probationary appointment: August 31, 2006  
Certification status: n/a  
Initial assignment: Stafford Middle School  
Base salary: Step 1 (teaching assistant) for 2003/2004 to be negotiated

Motion carried  
Vote on the motion 8 – yes  
0 – no  
1 – abstention (Mr. Wachtmeister)

16) Teaching Assistant

Mrs. Topnick moved, seconded by Mr. Merkel that the Board approve the following probationary appointment:

Name of appointee: Annette Wells  
Tenure area: Teaching Assistant

Date of commencement of the  
3 year probationary appointment: September 1, 2003

Expiration date of the  
3 year probationary appointment: August 31, 2006

Certification status: Teaching Assistant:  
Temporary to 8/31/03

Initial assignment: Plattsburgh High School

Base salary: Step 2 (teaching assistant) for  
2003/2004 to be negotiated

Motion carried  
Vote on the motion 8 – yes  
0 – no  
1 – abstention (Mr. Wachtmeister)

17) Foreign Language (Spanish) Teacher

Mr. Shimko moved, seconded by Mr. Luguri that the Board approve the following probationary appointment:

Name of appointee: Mary Rizos  
Tenure area: Foreign Language

Date of commencement of the  
3 year probationary appointment: September 1, 2003

Expiration date of the  
3 year probationary appointment: August 31, 2006

Certification status: Spanish 7-12: Pending for  
9/1/03

Initial assignment: Plattsburgh High School

Base salary: Step 3 (BS+15) for 2003/2004  
to be negotiated

Motion carried  
Vote on the motion 8 – yes  
0 – no  
1 – abstention (Mr. Wachtmeister)

18) Substitute Teacher

Mr. Morris moved, seconded by Mrs. Topnick that the Board approve the emergency conditional appointment of Henry Buchala to the substitute teacher list (non-certified).

Motion carried  
Vote on the motion 9 – yes  
0 – no

19) Social Studies Teacher

Mr. Merkel moved, seconded by Mrs. Topnick that the Board approve the following emergency conditional probationary appointment:

Name of appointee: Kevin Larkin  
Tenure area: Social Studies  
Date of commencement of the  
3 year probationary appointment: September 1, 2003  
Expiration date of the  
3 year probationary appointment: August 31, 2006  
Certification status: Social Studies 7-12:  
Provisional (9/1/03)  
Initial assignment: Stafford Middle School  
Base salary: Step 2 (BS) for 2003/2004 to  
be negotiated

Motion carried  
Vote on the motion 8 – yes  
0 – no  
1 – abstention (Mr. Wachtmeister)

**B. Resignation**

Mr. Wachtmeister moved, seconded by Mr. Shimko that the Board accept the resignation of Kristie Hadyk from her teaching position, effective September 1, 2003.

Motion carried  
Vote on the motion 9 – yes  
0 – no

**C. Out of State Conference Request**

Mr. Wachtmeister moved, seconded by Mr. Slater that the Board approve Lyn Hill’s request to attend the ASBO International Annual Meeting in Charlotte, NC, October 31 – November 4, 2003.

Motion carried  
Vote on the motion 9 – yes  
0 – no

**D. Contract Modifications**

1) Superintendent of Schools Contract

Mrs. Topnick moved, seconded by Mr. Wachtmeister that the Board approve the amendment to the Superintendent of Schools’ contract as presented in Appendix V and authorize the President of the Board of Education to execute the amendment.

Motion carried  
Vote on the motion 9 – yes  
0 – no

2) Assistant Superintendent for Business Affairs Contract

Mr. Merkel moved, seconded by Mr. Wachtmeister that the Board approve the amendment to the Assistant Superintendent for Business Affairs’ contract as presented in Appendix VI and authorize the President of the Board of Education to execute the amendment.

Motion carried

Vote on the motion 9 – yes  
0 – no

**Instructional  
Textbooks – First Review**

- 1) Elements of Music was presented for first review. This is for use in Music Theory classes.
- 2) Microbiology: A Human Perspective was presented for first review. This is for use in Microbiology classes.
- 3) World Literature was presented for first review. This is for use in Grade 9 English classes.

**Concluding Reports and Remarks  
Superintendent's Reports**

- A. Standards Update
  - SED and the Commissioner have determined a Math A committee. The district has put in a request to determine whether or not freshman and sophomores who failed exam need to be scheduled for AIS.
  
  - No further information from the Commissioner on the Physics Regents. The district has inquired of the NYS Council of School Superintendents that the same letter sent to colleges last year be sent this year.
  
  - Board members received an invitation to stop by the elementary summer school program and also to visit the Pilot Projects Workshop, August 4-7 at Momot.
  
- B. School Board Organizations
  - NYSSBA board member workshops have been scheduled for a Saturday at CVES. Deadline for registration is July 30th. Mr. Holcomb noted this is a new opportunity for North Country Districts to participate in this type of training regionally without having to travel to Albany.
  
  - The listing of committees on which board members serve was updated. Mr. Holcomb welcomed Mr. Slater to serve on any committee that might be of interest to him.
  
- C. Other
  - Dr. Kavanaugh reported that the MLD rate increase will need to be accommodated by a budget transfer to the appropriate code.
  
  - Champlain Valley Bus Services will no longer be in business. This may have an impact on availability of transportation for field trips and/or athletic trips and preschool runs.
  
  - Empire State Games are being held this week. Many Plattsburgh students are participating. The District's cheerleaders have been invited to a national competition and the Booster Club is working to support them.





**2002/2003 DISTRICT GOALS**

*Through shared decision making and broad involvement as we build community together, we will...*

- Enhance the alignment of the secondary program
  - Increase student engagement
  - Assure ongoing facility planning
  - Promote community partnerships
- Assure the professional growth of all teachers, administrators and staff
- Strengthen a process for comprehensive planning and evaluation of progress aligned with indicators of quality organizations
  - Increase communication

**STRATEGIC FOUNDATION**

**— CORE VALUES —**

We, the students, teachers, parents, Board of Education, and staff of the Plattsburgh City School District value...

**Continuous Improvement** — we create a learning community where every member is committed to and supported in doing better.

**Accountability** — we are responsible for student development and achievement.

**Integrity** — we address all aspects of our mission with honesty and compassion.

**Building Community** — we recognize and respect the diversity of all and encourage active participation and open communication in all aspects of our mission.

**— MISSION —**

Our mission is to educate each student of the Plattsburgh City School District by creating challenging, supportive, and interactive learning that advances intellectual, physical, social, and cultural development.

**— VISION —**

The Plattsburgh City School District will be recognized and admired for demonstrated excellence and student success. We will welcome all members of our community, embrace their diversity, and create partnerships without barriers with students, families, teachers, staff, and local agencies to improve the quality of life for all. Our schools will be centers of wellness, defined by an energized joy of learning that promotes positive self-esteem and develops well-rounded individuals as well as a community of life long learners. We will be advocates for change that creates a culture of openness and acceptance with foundations of integrity and accountability.

**DISTRICT STUDENT STANDARDS**

**CRITICAL THINKER** — All students will be capable of problem solving, decision making, and risk taking enabling them to function in an efficient, productive way in society.

**EFFECTIVE COMMUNICATOR** — All students will develop the skills necessary to communicate effectively.

**HEALTHY CITIZEN** — All students will consistently make healthful choices demonstrating respect for their physical, emotional, and social well-being.

**LIFELONG LEARNER** — All students will develop the skills of self-evaluation and inquiry to engage in the process of lifelong learning.

**RESPONSIBLE CITIZEN** — All students will positively apply understandings of their own and diverse cultures to a changing world.



**General Public Comment**

No one spoke.

**Consent Agenda Items**

Mr. Shimko moved, seconded by Mr. Dowdle that the Board approve the consent agenda items with one change – removal of the appointment of reading (AIS) teacher from the agenda.

**Minutes**

The Board approved the minutes of the meeting of the Board of Education held on July 24, 2003.

**Adoption of the Agenda**

The Board adopted the agenda for the meeting of the Board of Education being held today, August 14, 2003.

**CPSE Recommendations**

Based upon the recommendation of the Committee on Preschool Special Education and the completion of due process requirements, the Board approved the declassification, classifications, program modifications, and annual review as presented below:

**A. Declassification**

<u>I.D.#</u>	<u>Declassification as</u>
PS261	Preschool child with a disability

**B. Classifications**

<u>I.D.#</u>	<u>Classification As</u>	<u>Program</u>
PS314	PS with a disability	Provide Speech - 2 x 60 mn./wk., SEIT - 2 X 60 mn./wk., OT evaluation.
PS315	PS with a disability	Provide Speech - 2 x 60 mn./wk., SEIT - 3 X 60 mn./wk.
PS316	PS with a disability	Provide Speech - 2 x 60 mn./wk.
PS317	PS with a disability	Provide Speech - 2X 60 mn./wk.

**C. Program Modifications**

<u>I.D.#</u>	<u>Program Modifications</u>
PS313	Change shared aide hours to 2.5 hrs./day.
PS290	Provide Speech - 3 x 45 mn./wk. SEIT - 4X 60 mn./wk., OT - 2 X 45 min./wk., 1:1 Aide - 2.5 hours/day.
PS273	Remove speech services - 7/14/03 effective date

**D. Annual Review**

<u>I.D.#</u>
PS261

Motion carried

Vote on the motion 7 – yes  
0 – no

**Correspondence**

Notices of two grant awards were received: \$30,000 from the State Education Department for a Mentor Teacher Program and \$1,117 from Excellus to extend the hand-washing program to the elementary level. Notice was also received that the district's SAVE Plan has been approved. Mr. Holcomb received notice that the annual organizational meeting of the Clinton County School Boards Association will be held August 25. He also received a letter from Freeport School District asking to support them in not adopting a budget until the State's budget is finalized. Board members received correspondence regarding a personnel matter.

**Old Business (► Items scheduled for discussion.)****Stafford Middle School  
Building Project**

Ms. Hill updated the Board. The fire inspection is scheduled for Friday, August 15, 2003. It is anticipated the certificate of occupancy will be issued. At the next meeting, there may be change orders. Mr. Holcomb noted the Board recently toured the school. It appears all the work is of quality. Mr. Shimko asked if there has been discussion of the "selling" auditorium seats as memorials, etc.

**2003/2004 Budget/Tax Rate**

Good news! As a result of final figures on uncollected taxes, the tax rate was set at 22.784, a tax rate increase of 5.25%. This is a reduction in the projected amount of 22.832 at 5.47%.

**55/65 Pass for Local Diploma****Extracurricular Code of Conduct****New Business  
Business****A. Treasurer's Report**

Mr. Slater moved, seconded by Mrs. Topnick that the Board accept the Treasurer's Report for the period ending July 2003. (Appendix I)

Motion carried

Vote on the motion 7 – yes  
0 – no

**B. Adult Education CO-SER 103 & 401**

Mr. Wachtmeister moved, seconded by Mr. Morris that the Board authorize the Superintendent of Schools to sign the Adult Education Sponsorship Agreement (Adult Education CO-SER 103 & 401) with CVES. (Appendix II)

Motion carried

Vote on the motion 7 – yes  
0 – no

**C. Volunteer Intern Services Agreement**

Mr. Wachtmeister moved, seconded by Mr. Slater that the Board authorize the Superintendent of Schools to sign the Agreement for Volunteer Intern Services with the County of Clinton. (Appendix III)





<u>Sport</u>	<u>Position</u>	<u>Recommendation</u>
Boys Soccer	Modified*	Pat Kelleher Rick Strack

(\*Mr. Kelleher and Mr. Strack are splitting the position and compensation.)

Discussion: The sharing would be a 50/50 split due to the difficulty of filling this position and conflicts that prevent each from making a full-time commitment.

Motion carried Vote on the motion 7 – yes  
0 – no

5) Special Education Teacher

Mr. Shimko moved, seconded by Mrs. Topnick that the Board approve the following conditional probationary appointment:

Name of appointee: Matthew Slattery  
 Tenure area: General Special Education  
 Date of commencement of the  
 3 year probationary appointment: September 1, 2003  
 Expiration date of the  
 3 year probationary appointment: August 31, 2006  
 Certification status: Provisional: Special Education  
 (2/02)  
 Initial assignment: Plattsburgh High School  
 Base salary: Step 1 BS for 2003/2004 to be  
 negotiated

Motion carried Vote on the motion 7 – yes  
0 – no

6) Elementary Teacher

Mr. Dowdle moved, seconded by Mr. Wachtmeister that the Board approve the following probationary appointment:

Name of appointee: Elizabeth Channell  
 Tenure area: Elementary Education  
 Date of commencement of the  
 2 year probationary appointment: September 1, 2003  
 Expiration date of the  
 2 year probationary appointment: August 31, 2005  
 Certification status: Provisional: PreK-6 (9/03)  
 Initial assignment: Momot: K/1 Multi-age  
 Base salary: Step 11 MS for 2003/2004 to be  
 negotiated

Motion carried Vote on the motion 7 – yes  
0 – no



7) .50 FTE AIS Teacher

Mr. Shimko moved, seconded by Mr. Slater that the Board approve the following .50 FTE appointment:

- Name of appointee: Kari Herkalo
- Tenure area: Elementary Education
- Date of commencement of the .50 FTE appointment: September 1, 2003
- Expiration date of the .50 FTE appointment: June 30, 2004
- Certification status: Provisional: Prek-6 (2/00)
- Initial assignment: Momot: AIS/Math
- Base salary: Step 2 BS+15 (prorated) for 2003/2004 to be negotiated

Motion carried    Vote on the motion 7 – yes  
0 – no

8) .50 FTE Teaching Assistant

Mr. Dowdle moved, seconded by Mr. Wachtmeister that the Board approve the following .50 FTE appointment:

- Name of appointee: Kari Herkalo
- Tenure area: Teaching Assistant
- Date of commencement of the .50 FTE appointment: September 1, 2003
- Expiration date of the .50 FTE appointment: June 30, 2004
- Certification status: Provisional: Prek-6 (2/00)
- Initial assignment: Momot: AIS/Reading
- Base salary: Step 3 Teaching Assistant (prorated) for 2003/2004 to be negotiated

Motion carried    Vote on the motion 7 – yes  
0 – no

9) Teaching Assistant

Mr. Wachtmeister moved, seconded by Mr. Dowdle that the Board approve the following probationary appointment:

- Name of appointee: Susan Walker
- Tenure area: Teaching Assistant
- Date of commencement of the 3 year probationary appointment: September 1, 2003
- Expiration date of the 3 year probationary appointment: August 31, 2006
- Certification status: Pending
- Initial assignment: Momot: PreK Program
- Base salary: Step 7 (Teaching Assistant) for 2003/2004 to be negotiated

Motion carried    Vote on the motion 7 – yes  
0 – no



13) Teaching Assistant

Mr. Dowdle moved, seconded by Mrs. Topnick that the Board approve the following probationary appointment:

Name of appointee: Laurie Phifer

Tenure area: Teaching Assistant

Date of commencement of the  
3 year probationary appointment: September 1, 2003

Expiration date of the  
3 year probationary appointment: August 31, 2006

Certification status: Pending

Initial assignment: Momot Elementary School

Base salary: Step 1 Teaching Assistant for  
2003/2004 to be negotiated

Motion carried

Vote on the motion 7 – yes  
0 – no

14) Mathematics Teacher

Mr. Shimko moved, seconded by Mr. Wachtmeister that the Board approve the following emergency conditional probationary appointment:

Name of appointee: Susan (Willey) LaPierre

Tenure area: Mathematics

Date of commencement of the  
3 year probationary appointment: September 1, 2003

Expiration date of the  
3 year probationary appointment: August 31, 2006

Certification status: Conditional Provisional: Math  
(9/03)

Initial assignment: Stafford Middle School &  
Plattsburgh High School

Base salary: Step 3 MS for 2003/2004 to be  
negotiated

Motion carried

Vote on the motion 7 – yes  
0 – no

**B. Resignation**

Mr. Wachtmeister moved, seconded by Mr. Shimko that the Board accept the resignation of Nancy Steadman from her teaching assistant position, effective September 1, 2003.

Motion carried

Vote on the motion 7 – yes  
0 – no

**Instructional****A. Textbook – First Review**

Introductory Statistics was presented for first review. This is for use in Math 11 & 12 (MAT 161 – Statistics as a CAP course).

**B. Fund Raising Request**

Based on Mr. Glasgow's recommendation, Mrs. Topnick moved, seconded by Mr. Morris that the Board approve the request of Anna Sherman and Malcolm Snell for students to sell Cherrydale Farms candy, September 9-23, 2003. Students will sell the candy with the incentive of being able

to purchase yearbooks at half price or receive a free yearbook.

Motion carried                                  Vote on the motion 7 – yes  
0 – no

**C. Textbook Adoptions**

Mr. Slater moved, seconded by Mr. Dowdle that the Board approve the adoption of the following textbooks, which were presented for first review on July 24, 2003.

- 1) Elements of Music for use in Music Theory classes.
- 2) Microbiology: A Human Perspective for use in Microbiology classes.
- 3) World Literature for use in Grade 9 English classes.

Motion carried                                  Vote on the motion 7 – yes  
0 – no

**Concluding Reports and Remarks  
Superintendent's Reports**

**A. Standards Update**

Letters were sent to PHS students alerting them to the new attendance policy. Tentative student schedules were also included. Mr. Fairchild summarized new courses for 2003/2004 as well as college credit courses. Schedules with AIS courses and study halls will be mailed the last week in August.

Math A – There might be some information in the near future as the committee will be meeting.

Physics – It is noted that many students in New York State are declining to take physics due to continued problems with the Regents exam.

55/65 – The Board of Regents has scheduled discussions on this issue.

The Campus Community Partnership & Community Assessment Report was included in the Board packet. Data shows, without a doubt, the most prevalent problem (adults and students) is substance abuse.

At a recent administrative retreat, Mrs. Lamberti presented information on Differentiated Instruction. She was part of a district team who recently attended a conference and will be organizing the district's professional development on differentiated instruction.

A copy of an Albany Times Union article on New York State Summer Young Writers Institute that one of our students attended this summer was made available to the Board.

The Graduate Survey has started. Due to students returning to school, re-locating, etc. it may take longer than anticipated to complete.

**B. School Board Organizations**

August 17 – PSUNY Safety Drill at Memorial Hall

August 21 (8:30-10:30) – Substitute Teacher Workshop

August 27 (9-3) – New Teacher Orientation

August 27 – Board of Education Retreat

**C. Other**



— CORE VALUES —

We, the students, teachers, parents, Board of Education, and staff of the Plattsburgh City School District value...

**Continuous Improvement** — we create a learning community where every member is committed to and supported in doing better.

**Accountability** — we are responsible for student development and achievement.

**Integrity** — we address all aspects of our mission with honesty and compassion.

**Building Community** — we recognize and respect the diversity of all and encourage active participation and open communication in all aspects of our mission.

— MISSION —

Our mission is to educate each student of the Plattsburgh City School District by creating challenging, supportive, and interactive learning that advances intellectual, physical, social, and cultural development.

— VISION —

The Plattsburgh City School District will be recognized and admired for demonstrated excellence and student success. We will welcome all members of our community, embrace their diversity, and create partnerships without barriers with students, families, teachers, staff, and local agencies to improve the quality of life for all. Our schools will be centers of wellness, defined by an energized joy of learning that promotes positive self-esteem and develops well-rounded individuals as well as a community of life long learners. We will be advocates for change that creates a culture of openness and acceptance with foundations of integrity and accountability.

----- DISTRICT STUDENT STANDARDS -----

**CRITICAL THINKER** — All students will be capable of problem solving, decision making, and risk taking enabling them to function in an efficient, productive way in society.

**EFFECTIVE COMMUNICATOR** — All students will develop the skills necessary to communicate effectively.

**HEALTHY CITIZEN** — All students will consistently make healthful choices demonstrating respect for their physical, emotional, and social well-being.

**LIFELONG LEARNER** — All students will develop the skills of self-evaluation and inquiry to engage in the process of lifelong learning.

**RESPONSIBLE CITIZEN** — All students will positively apply understandings of their own and diverse cultures to a changing world.



**Minutes**

The Board approved the minutes of the meeting of the Board of Education held on August 14, 2003.

**Adoption of the Agenda**

The Board adopted the agenda and addendum to the agenda for the meeting of the Board of Education being held August 28, 2003.

**CPSE Recommendations**

Based upon the recommendation of the Committee on Preschool Special Education and the completion of due process requirements, the Board approved the classifications, program modification, annual review, and non-classification as presented below:

**A. Classifications**

<u>I.D.#</u>	<u>Classification As</u>	<u>Program</u>
PS319	PS with a disability	Provide Speech - 5 X 60 mn./wk., SEIT - 5 X 60 mn./wk., OT - 2 X 45 mn./wk., Teaching Assistant - 3hrs. per day.
PS320	PS with a disability	Provide Speech - 2 X 60 mn./wk.
PS321	PS with a disability	Provide Speech - 2 X 60 mn./wk.
PS322	PS with a disability	Provide Speech - 2 X 60 mn./wk., SEIT - 3 x 60 mn./wk., OT - 1 X 45 min./wk.
PS323	PS with a disability	Provide Speech - 3 X 60 mn./wk., SEIT - 5 X 60 mn./wk., OT Evaluation to be scheduled.
PS324	PS with a disability	Provide Speech - 2 X 60 mn./wk., SEIT - 2 X 60 mn./wk.
PS325	PS with a disability	Provide Speech - 2 x 60 mn./wk., SEIT - 2 X 60 mn

**B. Program Modification**

<u>I.D.#</u>	<u>Program Modification</u>
PS299	Increase speech to 2 X 45 mn./wk.

**C. Annual Review**

<u>I.D.#</u>
PS289

**D. Non-classification**

<u>I.D.#</u>
N114



Motion carried Vote on the motion 5 – yes  
0 – no

**Correspondence**

Notification of a grant award supporting Bailey Avenue School's Playground Renovation Project was received from Ronald McDonald House Charities of Burlington, Vermont. A thank you note was received from a recipient of a Pepsi Scholarship. Mr. Holcomb noted board members received correspondence related to a personnel issue.

**Old Business (► Items scheduled for discussion.)**

**► Stafford Middle School Building Project**

Mr. Lawton updated the Board. There were no change orders to report.

**55/65 Pass for Local Diploma**

**Extracurricular Code of Conduct**

**New Business  
Business**

**A. Fire Inspection Report**

Mr. Luguri moved, seconded by Mr. Wachtmeister that the Board accept the August 15, 2003 Stafford Middle School Building Project Interim State Education Department Fire Inspection results as presented in Appendix I.

Motion carried Vote on the motion 5 – yes  
0 – no

**B. Transportation Bid Rejection**

Mr. Shimko moved, seconded by Mr. Merkel that the Board reject First Transit, Inc.'s Pre-K Transportation Bid for the 2003/2004 school year in the amount of \$183.44 per run for a total amount of \$50,629.44.

Discussion: If bid is rejected, how will students be transported? Mr. Lawton reported the district would provide the transportation.

Motion carried Vote on the motion 5 – yes  
0 – no

**C. Field Trips Transportation Bid Award**

Mr. Luguri moved, seconded by Mr. Wachtmeister that the Board award the Field Trips Transportation Bid contract for the 2003/2004 school year to First Transit, Inc. in the amount of \$18.00 per hour for driver plus \$2.00 per mile.

Motion carried Vote on the motion 5 – yes  
0 – no

**D. Substitute Bus Driver Bid Award**

Mr. Wachtmeister moved, seconded by Mr. Shimko that the Board award the Substitute Bus Driver Bid contract for the 2003/2004 school year to First Transit, Inc. in the amount of \$18.00 per hour.

It was noted that Progressive Transportation is now First Transit, Inc.

Motion carried Vote on the motion 5 – yes  
0 – no

**E. Four Winds Syracuse Annual Tutoring Agreement**

Mr. Luguri moved, seconded by Mr. Shimko that the Board authorize the Superintendent to sign a contract with Four Winds Syracuse as presented in Appendix II.

Motion carried Vote on the motion 5 – yes  
0 – no

**Personnel**

**A. Appointments**

1) Custodial Worker

Mr. Wachtmeister moved, seconded by Mr. Shimko that the Board of Education approve the emergency conditional appointment of Larry Boulerice, Jr. as a district wide custodial worker for four hours per day, with his initial assignment being Bailey Avenue School, and that he serve the usual and customary probationary period, effective September 15, 2003. Mr. Boulerice will be paid on the Entry Level of the CSEA custodial worker salary schedule.

Motion carried Vote on the motion 5 – yes  
0 – no

2) Custodial Worker

Mr. Wachtmeister moved, seconded by Mr. Shimko that the Board of Education approve the emergency conditional appointment of William Turcotte as a district wide custodial worker for four hours per day, with his initial assignment being Momot Elementary School, and that he serve the usual and customary probationary period, effective August 29, 2003. Mr. Turcotte will be paid on the Entry Level of the CSEA custodial worker salary schedule.

Motion carried Vote on the motion 5 – yes  
0 – no

3) Food Service Helper

Mr. Merkel moved, seconded by Mr. Shimko that the Board of Education appointment Dolores Williams as a Food Service Helper 3.5 hours per day, effective August 28, 2003 with her initial assignment being Plattsburgh High School. Ms. Williams will be placed on the entry level of the CSEA salary schedule for Food Service Helper (hired after 4/1/96).

Motion carried Vote on the motion 5 – yes  
0 – no

4) Summer Services

Mr. Wachtmeister moved, seconded by Mr. Luguri that the Board approve the following for 2003 summer services as needed. Their rate of pay will be based on negotiated contract.

<u>Recommendation</u>	<u>Position</u>	<u>Type of Appointment</u>
Kris Bennett	Teacher	Regular
Russell Bordeau	Teacher	Regular
Joy Demarse	Teacher	Regular
Sue Drollette	Teacher	Regular
Sandy Kowalowski	Teacher	Regular
Jennifer McCoy	Teacher	Regular
Jill Phaneuf	Teacher	Regular
Kim Quinn	Teacher	Regular
Kathy Stark	Teacher	Regular
Theresa Tregan	Teacher	Regular
Tom Via	Teacher	Regular

Motion carried Vote on the motion 5 – yes  
0 – no

5) Substitute Teacher Appointment

Mr. Luguri moved, seconded by Mr. Shimko that the Board approve the appointment of Annmarie Curle to the certified substitute teacher list.

Motion carried Vote on the motion 5 – yes  
0 – no

6) Foreign Language Teacher

Mr. Shimko moved, seconded by Mr. Wachtmeister that the Board approve the following probationary appointment:

Name of appointee: Henry Buchala  
 Tenure area: Foreign Language  
 Date of commencement of the  
 3 year probationary appointment: September 1, 2003  
 Expiration date of the  
 3 year probationary appointment: August 31, 2006  
 Certification status: pending  
 Initial assignment: Stafford Middle School /  
 French  
 Base salary: Step 1 MS for 2003/2004 to  
 be negotiated

Motion carried Vote on the motion 5 – yes  
0 – no

**B. Resignations**

1) Mr. Wachtmeister moved, seconded by Mr. Shimko that the Board accept Jason Nisoff's resignation from his position as special education teacher, effective August 30, 2003. Mr. Nisoff has accepted a 6<sup>th</sup> grade social studies position at Stafford Middle School.

Motion carried  
Vote on the motion 5 – yes  
0 – no

2) Mr. Luguri moved, seconded by Mr. Wachtmeister that the Board accept Holly Bates' resignation from her position as school lunch monitor, effective August 20, 2003. Ms. Bates has accepted a custodial worker position with the District.

Motion carried  
Vote on the motion 5 – yes  
0 – no

3) Mr. Shimko moved, seconded by Mr. Merkel that the Board accept Beth Channell's resignation from her position as special education teacher, effective August 30, 2003. Mrs. Channell has accepted an elementary teaching position at Momot Elementary School.

Motion carried  
Vote on the motion 5 – yes  
0 – no

4) Mr. Wachtmeister moved, seconded by Mr. Luguri that the Board accept Susan Walker's resignation from her position as teacher aide, effective August 30, 2003. Mrs. Walker has accepted a teaching assistant position in the Momot Prekindergarten Program.

Motion carried  
Vote on the motion 5 – yes  
0 – no

**C. Emergency Conditional Appointments**

Due to a delay in receiving fingerprint clearance, Mr. Merkel moved, seconded by Mr. Shimko that the Board extend the previously approved emergency conditional appointments of the staff members listed through September 25, 2003.

<u>Staff Member</u>	<u>Position</u>
Pat Kelleher	Coach
Rick Strack	Coach

Motion carried  
Vote on the motion 5 – yes  
0 – no

**D. Abolishment of Position**

Mr. Merkel moved, seconded by Mr. Wachtmeister that the Board abolish the teacher aide position assigned to the Prekindergarten Program at Momot Elementary School, effective August 30, 2003. The position has been re-classified as teaching assistant.



C. Other

- Nine people from the district were involved in the recent emergency drill held at PSUNY. Mr. Lawton and Mr. Dingman coordinated the district's participation.
- The CVES shuttle bus will begin in September. The shuttle should help relieve congestion at dismissal times.
- Mr. Donnelly is volunteering to run a Junior Red Cross group to work on community service activities.

**Board Member Reports**

Campaign for Fiscal Equity Decision – Mr. Wachtmeister (full decision available on NYSSBA website)  
Clinton County School Boards Association – Mr. Shimko  
August 27, 2003 Board Retreat – Mr. Holcomb  
New CVES Co-Ser – Mr. Holcomb

**Board Members Remarks**

Mr. Shimko – Board Retreat  
Mr. Merkel – Soccer Field – is improved

**Public Comment Regarding Agenda Items**

No one spoke

**Adjournment**

There being no further business Mr. Merkel moved, seconded by Mr. Wachtmeister that the meeting be adjourned at 9:03 p.m.

Motion carried

Vote on the motion 5 – yes  
0 – no

Mary S. Huckleba  
District Clerk

**2002/2003 DISTRICT GOALS**

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- Enhance the alignment of the secondary program
  - Increase student engagement
  - Assure ongoing facility planning
  - Promote community partnerships
- Assure the professional growth of all teachers, administrators and staff
- Strengthen a process for comprehensive planning and evaluation of progress aligned with indicators of quality organizations
  - Increase communication

**STRATEGIC FOUNDATION**

**— CORE VALUES —**

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**Continuous Improvement** — we create a learning community where every member is committed to and supported in doing better.

**Accountability** — we are responsible for student development and achievement.

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----- **DISTRICT STUDENT STANDARDS** -----

**CRITICAL THINKER** — All students will be capable of problem solving, decision making, and risk taking enabling them to function in an efficient, productive way in society.

**EFFECTIVE COMMUNICATOR** — All students will develop the skills necessary to communicate effectively.

**HEALTHY CITIZEN** — All students will consistently make healthful choices demonstrating respect for their physical, emotional, and social well-being.

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**PLATTSBURGH CITY SCHOOL DISTRICT  
Plattsburgh, New York**

Minutes of the meeting of the  
**Board of Education**  
held on September 11, 2003 – 6:00 p.m. – Duken School Building

**Roll**

Board of Education

Dale Dowdle – present  
Richard Holcomb (President) – present  
Peter Luguri – present (arrived 6:02 p.m.)  
David Merkel – present  
Clayton Morris – present  
Robert Shimko – present  
David Slater – present  
Cynthia Topnick (Vice-president) – present  
Fred Wachtmeister – present (arrived 6:02 p.m.)

Others

Michelle Kavanaugh, Ed.D. (Supt. of Schools) – present  
Lyn Hill (Ass't Supt. for Business Affairs) – present  
Dennis Curtin (School Attorney) – present  
Mary Huckeba (District Clerk) – present  
District Administrators - Thelma Carrino – present  
Paul Dingman – present  
John Fairchild – present  
Michael Flynn – present  
Thomas Glasgow – excused  
Rosemary LaMarche – present  
Mary Louise Lamberti – present  
C. Joseph Staves – present  
Thomas Tregan – present

**Executive Session**

Mr. Wachtmeister moved, seconded by Mr. Luguri that the Board go into executive session at 6:01 p.m. for the purpose of discussing matters as provided for in Board Policy 2330 (employment history of particular person).

Motion carried

Vote on the motion 7 – yes  
0 – no

6:02 p.m. – Mr. Luguri and Mr. Wachtmeister arrived.

The Board returned to public session at 7:42 p.m.

**Pledge of Allegiance**

Students Adam and Nathan Emery led the pledge.

Following the Pledge of Allegiance, Mr. Holcomb asked for a moment of silence in remembrance of those affected by the events of September 11, 2001.

**Mission Statement and  
Core Values Readers**

Adam and Nathan Emery read the district's strategic foundation.



**Spotlight**

Summer Projects / Opening School

Mr. Lawton presented a PowerPoint picture show of projects completed over the summer in preparation for the opening school. Mr. Lawton and his staff were thanked for all their work.

**Report**

Fiscal Benchmarking: An Analysis of the Impact of State Aid

Dr. Kavanaugh presented the first of a series of reports on state aid.

**General Public Comment**

No one spoke.

**Consent Agenda Items**

Mr. Luguri moved, seconded by Mr. Merkel that the Board approve the consent agenda items including the amended "Adoption of the Agenda." The addendum includes action on a resignation, administrative leave, and fund raiser request.

**Minutes**

The Board approved the minutes of the meeting of the Board of Education held on August 28, 2003.

**Adoption of the Agenda**

The Board adopted the agenda and addendum to the agenda for the meeting of the Board of Education being held today, September 11, 2003.

Motion carried

Vote on the motion 9 – yes  
0 – no

**Correspondence**

Letters of thanks were received from recipients of Pepsi Scholarships; Mr. Flynn received notification of an increase in title aid; notice was received from SED they have received and are reviewing the district's comprehensive education plan (CDEP); letter from Emily Hall of the district's art department that six student artworks will be included in the NYS Art Teacher Association/NYS Schools Board Association Exhibit at the October NYSSBA meeting in Rochester; letter from NYSSBA urging school districts to invite state legislators to visit schools; invitation from The Great Escape & Splashwater Kingdom to an October 5 reception and luncheon; and invitation from Campaign for Fiscal Equity to a September 30, 2003 education summit.

**Old Business (► Items scheduled for discussion.)**

**Stafford Middle School  
Building Project**

Ms. Hill updated the Board. She reported one change order – plumbing contractor in the amount of \$3,800.

Thomas Associates is completing the facilities evaluation and will meet with the Facilities Committee in early October; present their findings to the Board at the first October meeting; and at the last October meeting seek Board approval for a December referendum.





2) Mr. Shimko moved, seconded by Mr. Dowdle that the Board accept Zoey D'Arienzo's resignation from her position as Girls Soccer – JV Assistant Coach for the 2003/2004 school year.

Motion carried Vote on the motion 9 – yes  
0 – no

3) Mr. Slater moved, seconded by Mr. Dowdle that the Board accept Athena Trout-Moore's resignation from her position as food service helper, effective August 28, 2003.

Motion carried Vote on the motion 9 – yes  
0 – no

4) Mr. Merkel moved, seconded by Mr. Wachtmeister that the Board accept Mary Parker's resignation from her position as AIS Teacher (reading tenure area), effective September 1, 2003. Ms. Parker transferred to a kindergarten teacher (elementary tenure area) position.

Motion carried Vote on the motion 9 – yes  
0 – no

## B. Appointments

### 1) Substitute Staff

Mr. Dowdle moved, seconded by Mr. Morris that the Board approve the appointments of the substitute staff as presented:

<u>Name</u>	<u>Substitute Position</u>	<u>Type of Appointment</u>
Larry Boulerville, Jr.	Custodial Worker	Emergency Conditional
William Turcotte	Custodial Worker	Emergency Conditional
Ellen Fleming	Licensed Practical Nurse	Regular
Mary Salton	Food Service Helper	Emergency Conditional

Motion carried Vote on the motion 9 – yes  
0 – no

### 2) Coaching

Mr. Wachtmeister moved, seconded by Mr. Slater that the Board appoint Anne Marie Curle as Girls Soccer – JV Assistant Coach for the 2003/2004 school year. Her rate of pay will be based on negotiated contract.

Motion carried Vote on the motion 9 – yes  
0 – no

### 3) Monitors – Increased Hours

Mr. Shimko moved, seconded by Mr. Wachtmeister that the Board appoint Nancy Hayhurst, Sylvia McGarr, and Tina Simpson as monitors for 2.5 hours per day on their current

CSEA salary schedule step, effective September 15, 2003. They are all currently working two hours per day at Momot Elementary School.

Motion carried  
Vote on the motion 9 – yes  
0 – no

4) Typist – Increased Hours

Mr. Dowdle moved, seconded by Mr. Slater that the Board appoint Anna Shearer as typist for 7 hours per day on her current CSEA salary schedule, effective September 15, 2003. She is currently working at Stafford Middle School for five hours per day and will be working an additional two hours on AIMS work.

AIMS is the software for reporting AIS data to SED.

Motion carried  
Vote on the motion 9 – yes  
0 – no

**C. Administrative Leave**

Mr. Wachtmeister moved, seconded by Mr. Morris that the Board extend a particular tenured teacher’s paid administrative leave through September 26, 2003.

Motion carried  
Vote on the motion 9 – yes  
0 – no

**Instructional**

**A. Out of State Conference Request**

Based on the recommendation of Mr. Glasgow, Mr. Slater moved, seconded by Mr. Shimko that the Board approve the requests of Anna Sherman and Malcolm Snell to attend the Herff Jones Special Consultant Events, September 18, 2003 in Worcester, MA. This is an event for yearbook advisors.

Motion carried  
Vote on the motion 9 – yes  
0 – no

**B. Fund Raiser Request**

Based on Mr. Glasgow’s recommendation, Mr. Shimko moved, seconded by Mr. Slater that the Board approve Jean Seeber’s request for parents of GAPP students to conduct a street corner drive (Beekman & Cornelia and Margaret & Boynton intersections) to help fund the proposed April 2004 GAPP trip to Germany.

Mr. Merkel noted he will be voting no as he is opposed to street drives.

Motion carried  
Vote on the motion 7 – yes  
2 – no (Mr. Dowdle, Mr. Merkel)

**Concluding Reports and Remarks  
Superintendent’s Reports**

**A. Standards Update**

- Mr. Fairchild reported on the results of re-scoring the Math A Regents.
- The Regents will receive a report on student performance on the Physics exam, enrollment trends, etc.
- The Governor appointed a panel to study state aid.
- A partnership has been established with Clinton Community College to develop a middle college. There is an increase in CAP course enrollment.

**B. School Board Organizations**

September 18 Chamber of Commerce Government Affairs Forum; State Comptroller Alan Hevesi speaker

September 24 NYSSBA Area 6 dinner meeting in Lake Placid

March 13 CCSBA will be hosting a workshop in Lake Placid on Understanding Poverty.

**C. Other**

At Dr. Kavanaugh’s request, building principals reported on opening day. All went smoothly except for some problems with the student management software due to a virus and/or worm. Mr. Staves reported participation in fall athletics is good. Mr. Lawton noted there have been transportation problems related to athletics due to the closing of one of the local bus companies. All complimented their custodial/maintenance staff for the excellent condition of school facilities on opening day.

**Board Member Reports**

NSBA – Mr. Wachtmeister

NYSSBA – Mr. Wachtmeister

NYSASCSD Meeting on State Aid – Mr. Wachtmeister

**Board Members Remarks**

Mr. Shimko – recent contract negotiations with Plattsburgh Teachers’ Association – “positive outcome”

**Public Comment Regarding  
Agenda Items**

No one spoke.

**Adjournment**

There being no further business Mr. Merkel moved, seconded by Mr. Shimko that the meeting be adjourned at 9:18 p.m.

Motion carried

Vote on the motion 9 – yes  
0 – no

Mary S. Huckleba  
District Clerk

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**Spotlight**

“Summer School Students”

Mrs. Carrino introduced summer school teachers Peggy McCartney, Mary Lou Megarr, and Peggy Gannon. Summer school students Ashley Levasseur, Joshua Levasseur, William Levasseur, Alex Hoopes, Kirstyn Scors, Tanaha Matott, and Amanda Prenoveau spoke about what they liked about the summer school program.

**Reports**

“2002/2003 Audit Report” – Telling & Conroy, CPAs

Mr. Jack Conroy of Telling & Conroy, CPAs reviewed the 2002/2003 audit report. Mr. Conroy was thanked for his report. Mr. Holcomb thanked Ms. Hill and the Business Office staff for their work.

“2003 Summer School”

Secondary Summer School Principal, Mr. Charles Lustig reviewed his report of the 2003 Summer School Program. He thanked all who were supportive of another successful year – administration, teaching, and support staff. Director of Instruction, Mrs. Thelma Carrino echoed Mr. Lustig’s thanks to all for their support. Mrs. Carrino reviewed the elementary school program from referral of students to the program through hiring of teachers and development and evaluation of the program. Mrs. McCartney reviewed how the progress of the students is measured.

**General Public Comment**

- Mr. Holcomb thanked all for coming to the meeting and reviewed guidelines for addressing the Board during the “General Public Comment” session.
- Curtis Latremore read a statement in support of his wife Lori Latremore.
- James Andre, Lori Latremore’s father, addressed the Board concerning issues relating to his daughter.

Mr. Holcomb asked that people refrain from addressing issues regarding specific individuals.

- Joshua Mintz, 14 Trafalgar, PHS student, spoke in response to a recent newspaper article regarding his track and field coach, stating support of his coach.
- Karen Bisso, PHS teacher, jeers to the Press Republican.
- Kevin Richardson was critical of Mr. Holcomb for asking a student not to discuss matters of personnel. He will mail his statement to each Board member as he has been informed that information is not getting to the Board.
- Stuart Voss spoke as member of the city council concerning the concept of a “walking school bus.” A “Walking Bus” is a group (“bus”) of children walking to or from school each day under the guidance of trained adult supervisors. He will provide information to Dr. Kavanaugh.
- Barbara Drake, 22 Lozier Place, spoke on behalf of Lori Latremore.
- Mary Latremore spoke on behalf of her daughter-in-law.
- Jackie Testo, PHS teacher, asked the Board to find out the facts of the situation.

- Courtney Drumm, PHS student, spoke on behalf of a particular teacher asking the Board to look at the facts and listen to what people are saying.
- Elliot Luscombe, a PHS student, spoke on behalf of a particular teacher/coach.
- Andrew Duncan, a PHS student, asked the Board to “fix this.”
- Courtney Rougeau of 16 Couch Street spoke on behalf of a Lori Latremore.
- Pattie Bentley spoke on what she perceives as an “issue for the community.”
- Ashley Banko, PHS Student, 4 Trafalgar, spoke on behalf of Lori Latremore who she has known all her life.

Mr. Holcomb told those who did not speak but have comments to send their comments to their building administrator or the Superintendent of Schools.

- Karin Trombley, a teaching assistant in district, spoke on behalf of Lori Latremore.
- Lauren Johannes Mihalek, PHS teacher, commented on the recent article in the Press Republican concerning Lori Latremore.
- Ken Drake, 22 Lozier Place, spoke on behalf of Lori Latremore.

**Consent Agenda Items**

Mr. Shimko moved, seconded by Mr. Morris that the Board approve the consent agenda items including the amended “Adoption of the Agenda.” The addendum includes action on an additional coaching appointment and extension of a paid administrative leave.

**Minutes**

The Board approved the minutes of the meeting of the Board of Education held on September 11, 2003.

**Adoption of the Agenda**

The Board adopted the agenda and addendum to the agenda for the meeting of the Board of Education being held today, September 24, 2003.

**CPSE Recommendations**

Based upon the recommendation of the Committee on Preschool Special Education and the completion of due process requirements, the Board approved the classifications as presented below:

Classifications

<u>I.D.#</u>	<u>Classification As</u>	<u>Program</u>
PS328	PS with a disability	Provide Speech - 2 X 45 mn./wk., Counseling - 1 X 60 mn./wk., SEIT - 3 X 45 mn./wk.
PS327	PS with a disability	Provide Speech - 5X 60 mn./wk. SEIT - 5 X 60 mn./wk.



**E. Association Membership**

Mr. Wachtmeister moved, seconded by Mr. Slater that the Board approve authorize membership in the Midstate School Finance Consortium.

Discussion: Mr. Wachtmeister commented on their proposed state aid formula.

Motion carried Vote on the motion 9 – yes  
0 – no

**Personnel**

**A. Leave of Absence**

Mr. Dowdle moved, seconded by Mr. Wachtmeister that the Board approve Kim Quinn’s request for an unpaid leave of absence from her position as Junior Varsity Volleyball coach for the 2003/2004 season.

Motion carried Vote on the motion 9 – yes  
0 – no

**B. Resignation**

Mr. Dowdle moved, seconded by Mr. Shimko that the Board accept Tracey Giroux’s resignation from her position as Modified Volleyball coach for the 2003/2004 season.

Motion carried Vote on the motion 9 – yes  
0 – no

**C. Appointments**

**1) Food Service Helper**

Mr. Wachtmeister moved, seconded by Mr. Slater that the Board appoint Barbara Wehrlin as a Food Service Helper 3 hours per day effective September 25, 2003 with her initial assignment being Stafford Middle School. Ms. Wehrlin will remain on her current step of the CSEA salary schedule for Food Service Helper (hired after 4/1/96).

Motion carried Vote on the motion 9 – yes  
0 – no

**2) Substitute Support Staff**

Mr. Wachtmeister moved, seconded by Mr. Slater that the Board approve the appointments of the substitute support staff as presented:

<u>Name</u>	<u>Substitute Position</u>	<u>Type of Appointment</u>
Sheila Bond	Teacher Aide	Regular
Cristina Lawson	Food Service Helper	Emergency Conditional
Cristina Lawson	School Monitor	Emergency Conditional
Mary Tefft	Food Service Helper	Emergency Conditional

Motion carried Vote on the motion 9 – yes  
0 – no

**3) Substitute Teaching & Teaching Assistant Staff**

Mr. Shimko moved, seconded by Mr. Slater that the Board approve the appointments of the substitute teaching and teaching assistant staff as presented:

<u>Name</u>	<u>Certification Status</u>
Kimberly Ashlaw	Non-certified
Jennifer Ayotte	Certified
Charlotte Atwood	Teaching Assistant
Lynn Baker	Certified
Melissa Brown	Teaching Assistant
Maureen Donnally	Teaching Assistant
Jenny Fortier	Non-certified
Ellen Fraser	Non-certified
Carl Gonya	Certified
Michelle Gottschall	Certified
Cynthia Graziane	Non-certified
Huong Hoag	Non-certified
Michael Kasper	Non-certified
Alicia LaMora	Certified
Erin McGill	Non-certified
Denise Morrison	Certified
Virginia Perry	Certified
Patricia Robinson	Non-certified
Karen Rock	Non-certified

Motion carried Vote on the motion 9 – yes  
0 – no

4) Interscholastic Coaches

Mr. Merkel moved, seconded by Mr. Luguri that the Board approve the 2003/2004 Interscholastic Coaching appointments of the staff listed. Their rate of pay will be based on negotiated contract.

<u>Sport</u>	<u>Position</u>	<u>Recommendation</u>
Boys Basketball	Modified A	James Manchester
	Modified B	Scott Shutts
Football/Modified	Volunteer Assistant	Michael Edwards
Cheerleading	Volunteer Assistant	Natalie Belton (emergency conditional)
Tennis	Varsity Coach	Jeff Giammattei
	Girls Coach	Kathy Whalen
Golf	Varsity Coach	Rusty Bigelow
Baseball	Varsity Coach	James Manchester
	Varsity Assistant	Mike Bordeaux
	JV Coach	Scott Shutts
Softball	Varsity	John Fountain
	JV Coach	Jenny Manabat
Girls Track	Modified	Brett Lavalley
Boys Track	Modified	Chris Hartmann
Athletic Trainer	Spring	Mark Donnelly
Boys Soccer	JV Assistant	Kevin Richardson

Motion carried Vote on the motion 8 – yes

1 – no (Mr. Dowdle)

5) Intramural Appointments

Mr. Dowdle moved, seconded by Mr. Slater that the Board approve the appointments of the staff listed below as intramural teachers for the 2003/2004 school year. Their rate of pay will be based on negotiated contract.

District Wide

Hiking	Coordinator	Tom Armstrong
Skiing	Coordinator	Scott Given
	Asst. Coordinator	Bryan Gottlob
Figure Skating	Coordinator	Barbara Rittershausen
	Asst. Coordinator	Linda Carlsen

BUILDINGS (20 sessions maximum per activity)

PHS (180 Sessions)	Chris Beaudin
	Michael Bordeau
	Neil Bowlen
	Mark Donnelly
	Chris LaRose

SMS (180 Sessions)	Pat Goodell
	Matt Tisdale
	James Manchester
	Chris Hartmann
	Vickie McMillan
Louis Maloney	

Oak Street (130 Sessions)	Kim Quinn
	Anita Squier
	Jan Flynn

Momot Elementary (150 Sessions)	Karin Trombley
	Jan Flynn
	Mema Miller
	Scott Shutts

Motion carried	Vote on the motion 9 – yes
	0 – no

6) Monitor

Mr. Wachtmeister moved, seconded by Mr. Slater that the Board appoint Marjorie Jock as a monitor for 2.5 hours per day with her initial assignment being Momot School, effective September 29, 2003. Ms. Jock will remain on her current step of the CSEA monitor schedule.

Motion carried	Vote on the motion 9 – yes
	0 – no

7) Monitor

Mr. Slater moved, seconded by Mr. Wachtmeister that the Board appoint LaVerne Hicks as a monitor for 2.25 hours per day with her initial assignment being Oak Street School, effective September 29, 2003. Ms. Hick will remain on her current step of the CSEA monitor schedule.

Motion carried Vote on the motion 9 – yes  
0 – no

**D. Salary Placement**

Mr. Morris moved, seconded by Mr. Luguri that the Board place Debra LeFleur on Step G of the CSEA salary schedule for Senior Account Clerk/Typist, effective 9/2/03. Ms. LeFleur was appointed to the position July 24, 2003 pending an agreement with CSEA establishing a salary schedule for Senior Account Clerk/Typist.

Motion carried Vote on the motion 9 – yes  
0 – no

**E. Administrative Leave**

Mr. Dowdle moved, seconded by Mr. Shimko the Board extend a particular tenured teacher's paid administrative leave through October 10, 2003.

Motion carried Vote on the motion 9 – yes  
0 – no

**Instructional**

**A. Field Trip Request**

Based on Mr. Glasgow's recommendation, Mr. Wachtmeister moved, seconded by Mr. Luguri that the Board approve Linda Sullivan's request for two students to participate in the NYS School Music Association (NYSSMA) Conference All-State Wind Ensemble in Rochester, November 30 – December 3, 2003.

Discussion: Students are selected through juried auditions. Mr. Holcomb suggested these students be the focus of a Spotlight.

Motion carried Vote on the motion 9 – yes  
0 – no

**Concluding Reports and Remarks  
Superintendent's Reports**

**A. Standards Update**

At Dr. Kavanaugh's request, Mr. Glasgow and Mr. Fairchild updated the Board on standards as they relate to senior privileges at the high school. Senior privileges are now earned academically and not an expectation. New format is working out very well.

At a recent NYSCOSS conference the Commissioner of Education spoke about changes at SED relating to assessments, Physics and Math A exams, 55/65 issue, and a "safety net" for special education students. His message was that the Regents are willing to make changes if supported by facts.

**B. School Board Organizations**

- Pre-board Meeting sign-up passed out.

- NYSSBA Conference: voting delegate – Mr. Dowdle volunteered; need another driver - Mr. Holcomb volunteered; departure time – 1:00 p.m. or what driver and passengers agree on.
- Essex County School Boards Association would like to invite CCSBA members to future meetings – November meeting is in Lake Placid. The topic is long-term budget planning.
- Morning Building/Board Forums: October 9 at 7 a.m. at Oak Street.
- NSBA Conference is March 27-30 in Orlando. Normally two members represent the Board – any volunteers?
- Area 6 dinner meeting September 25 – meet in parking lot at Duken at 5 p.m.

C. Other

- “Gold Card Program” for Senior Citizens – This program would allow city residents 65 or older to register to attend school district events free of charge. There were no objections to the plan.
- CFE (Campaign for Fiscal Equity) has asked the district to host a regional meeting. A planning meeting is scheduled for October 1, 2003.
- At a recent NYSCOSS conference, there was a presentation about the “School-To-School-Partner” program which provides funds to establish a relationship with an overseas school district. Dr. Kavanaugh is researching the program and will provide more information when available.

**Board Member Reports**

No one spoke.

**Board Members Remarks**

Mr. Wachtmeister commented on the public comment session. He noted that people (public, teachers, students) are not aware of the process/law which must be followed to resolve personnel issues and need to be educated. There is a due process in place to protect all.

**Public Comment Regarding Agenda Items**

- Lauren Johannes Mihalek responded to Mr. Wachtmeister’s remarks and the handling of current issues within the district.
- Judy Rose, 21 Concord Avenue, commented on the earlier public comment session and the need to encourage teachers to be role models.

**Executive Session**

Mr. Dowdle moved, seconded by Mr. Morris that the Board go into executive session at 9:57 p.m. for the purpose of discussing matters as provided in Board Policy 2330 (employment history of particular person).

Motion carried Vote on the motion 9 – yes  
0 – no



The Board returned to public session at 10:45 p.m.

**Adjournment**

There being no further business, Mr. Wachtmeister moved, seconded by Mr. Shimko that the meeting be adjourned at 10:46 p.m.

Motion carried

Vote on the motion 9 – yes  
0 – no

Mary S. Huckeba  
District Clerk

**2002/2003 DISTRICT GOALS**

*Through shared decision making and broad involvement as we build community together, we will...*

- Enhance the alignment of the secondary program
  - Increase student engagement
  - Assure ongoing facility planning
  - Promote community partnerships
- Assure the professional growth of all teachers, administrators and staff
- Strengthen a process for comprehensive planning and evaluation of progress aligned with indicators of quality organizations
  - Increase communication

**STRATEGIC FOUNDATION**

**— CORE VALUES —**

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**Continuous Improvement** — we create a learning community where every member is committed to and supported in doing better.

**Accountability** — we are responsible for student development and achievement.

**Integrity** — we address all aspects of our mission with honesty and compassion.

**Building Community** — we recognize and respect the diversity of all and encourage active participation and open communication in all aspects of our mission.

**— MISSION —**

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The Plattsburgh City School District will be recognized and admired for demonstrated excellence and student success. We will welcome all members of our community, embrace their diversity, and create partnerships without barriers with students, families, teachers, staff, and local agencies to improve the quality of life for all. Our schools will be centers of wellness, defined by an energized joy of learning that promotes positive self-esteem and develops well-rounded individuals as well as a community of life long learners. We will be advocates for change that creates a culture of openness and acceptance with foundations of integrity and accountability.

**DISTRICT STUDENT STANDARDS**

**CRITICAL THINKER** — All students will be capable of problem solving, decision making, and risk taking enabling them to function in an efficient, productive way in society.

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**RESPONSIBLE CITIZEN** — All students will positively apply understandings of their own and diverse cultures to a changing world.

**PLATTSBURGH CITY SCHOOL DISTRICT**  
**Plattsburgh, New York**

Minutes of the meeting of the  
**Board of Education**  
held on October 9, 2003 – 6:00 p.m. – Plattsburgh Senior High School

**Roll**

Board of Education

Dale Dowdle – present  
Richard Holcomb (President) – present  
Peter Luguri – present (arrived 6:02 p.m.)  
David Merkel – present (arrived 6:02 p.m.)  
Clayton Morris – present (arrived 6:04 p.m.)  
Robert Shimko – present  
David Slater – present  
Cynthia Topnick (Vice-president) – present  
Fred Wachtmeister – present (arrived 6:12 p.m.)

Others

Michelle Kavanaugh, Ed.D. (Supt. of Schools) – present  
Lyn Hill (Ass't Supt. for Business Affairs) – present  
Dennis Curtin (School Attorney) – present  
Mary Huckeba (District Clerk) – present  
District Administrators - Thelma Carrino – present  
Paul Dingman – present  
John Fairchild – present  
Michael Flynn – present  
Thomas Glasgow – present  
Rosemary LaMarche – present  
Mary Louise Lamberti – present  
C. Joseph Staves – present  
Thomas Tregan – present

**Executive Session**

Mrs. Topnick moved, seconded by Mr. Shimko that the Board go into executive session at 6:01 p.m. for the purpose of discussing matters as provided for in Board Policy 2330 (negotiations, employment history of particular persons).

Motion carried

Vote on the motion 5 – yes  
0 – no

6:02 p.m. – Mr. Luguri & Mr. Merkel arrived.

6:04 p.m. – Mr. Morris arrived.

6:12 p.m. – Mr. Wachtmeister arrived.

The Board returned to public session at 7:51 p.m.

**Pledge of Allegiance**

PHS student Mike Monty led the pledge of allegiance.

**Mission Statement and  
Core Values Reader**

PHS student Sean McCullough read the district's mission statement and core values.

**Spotlight**

- 1) Centennial Educator's Award  
PHS Principal, Thomas Glasgow introduced Joy Demarse who was the recipient of Philadelphia University's Centennial Educator's Award at the University's Convocation on August 21, 2003. Ms. Demarse spoke about her teaching philosophy.
- 2) Plattsburgh High School Student Association  
Mr. Glasgow introduced Jeff Meyer, president of the PHS Student Association. Mr. Meyer and association officers spoke about the purpose of the association, what it provides to the school community as well as the community at-large, and future goals. Participating in the presentation were: Vice-president Dana Lutters, Treasurer Katie Broderick, Corresponding Secretary Sabrina Morris, and Recording Secretary Kerry Kivett.

**Reports**

- 1) Middle School – Modular Technology  
Middle school technology teacher, Keith West presented a PowerPoint presentation on Scantek Middle School Technology Program. He spoke about his efforts to develop partnerships in support of the technology program with the business community.
- 2) Facilities Evaluation Study  
Mr. Steve Klempa and Mr. Matt Monahan of Thomas Associates distributed copies of the facilities evaluation recently completed by Thomas Associates. Mr. Klempa highlighted areas of the report and updated the Board on the SED approval process, which is significantly shorter than it was a few years ago. Ms. Hill distributed a timeline and summary of the focus of the project. Dr. Kavanaugh noted that the original "target figure" for the project is \$10 million and tomorrow the facilities committee will be reviewing recommendations to bring the project to that figure; currently it is significantly higher. It was suggested that information be provided on the tax impact of the project.

**General Public Comment**

Stafford Middle School Principal, Paul Dingman addressed the Board. Mr. Dingman, noting his 35 years in the district, read his letter of resignation for retirement purposes, effective January 2, 2004. He noted he wanted to notify the Board personally.

**Consent Agenda Items**

Mr. Dowdle moved, seconded by Mr. Merkel that the Board approve the consent agenda items including the amended "Adoption of the Agenda." The addendum includes action on direction to submit to a medical examination and on an extension of a paid administrative leave.

**Minutes**

The Board approved the minutes of the meeting of the Board of Education held on September 24, 2003.

**Adoption of the Agenda**

The Board adopted the agenda and addendum to the agenda for the meeting of the Board of Education being held today, October 9, 2003.

**CPSE Recommendations**

Based upon the recommendation of the Committees on Preschool Special Education and Special Education and the completion of due process requirements, the Board approved the classifications, program modifications, and continuing placement as presented below:

**A. Classifications**

<u>I.D.#</u>	<u>Classification As</u>	<u>Program</u>
07636	Speech Impaired	Provide CT - 5 X 80 min./wk., Resource Room - 5 X 40 mn./wk., Speech - 2 x 40 mn./wk.
PS330	PS with a disability	Provide Speech - 2 x 60 mn./wk., OT - 3 X 60 mn./wk., 1 X 60 mn./mon. - OCM.

**B. Program Modifications**

<u>I.D.#</u>	<u>Location</u>	<u>Program Modifications</u>
05851	PHS	Change to placement from PHS to 8:1:1 @ CVES. Provide counseling - 1X30
09889	Bailey	Review OT evaluation. Provide OT - 2 X 30 mn./wk.
05995	SMS	Change 15:1 reading from 5 X 40 mn./wk. to 3 X 40 mn./6 dy cycle.
07843	SMS	Change 15:1 reading from 5 X 40 mn./wk. to 3 X 40 mn./6 dy cycle.
05418	SMS	Change 15:1 reading from 5 X 40 mn./wk. to 3 X 40 mn./6 dy cycle.
14803	SMS	Change 15:1 reading from 5 X 40 mn./wk. to 3 X 40 mn./6 dy cycle.
10007	Momot	Change placement from CVES/Bailey to Momot - 12:1:1 classroom.
08560	Momot	Review OT evaluation. Provide OT - 2 X 30 min/wk.
01876	PHS	Amend testing accommodation.
02919	PHS	Amend testing accommodation.
08801	PHS	Amend testing
05734	SMS	Decrease PT - 2 X 30 mn./wk.
01607	PHS	Add counseling - 1 X 40 mn./wk.
PS326		Add OT - 3 X 45 mn./wk.
PS318		Provide SEIT - 2 X 60 mn./wk.

**C. Continuing Placement in Comparable Program**

<u>I.D.#</u>
PS329

Motion carried Vote on the motion 8 – yes  
1 – no (Mr. Morris)

**Correspondence**

A note of thanks from Mountain Lake PBS and two letters regarding legislative issues were received. Copies had been given to the Board.

Mr. Holcomb received a letter from Mrs. Judy Rose to clarify her statements made at last meeting’s public comment session. Mr. Holcomb directed the letter to be filed with minutes of the September 24, 2003 meeting.

**Old Business (► Items scheduled for discussion.)**

**► Stafford Middle School Building Project**

Mrs. Hill updated the Board on completion of work in the auditorium, science lab, and on punch list items.

**55/65 Pass for Local Diploma**

Mr. Holcomb noted that, in light of recent events, this will soon be a topic for discussion and/or action.

**Extracurricular Code of Conduct**

**New Business Business**

**A. Change Order – SMS Project**

Mr. Luguri moved, seconded by Mr. Morris that the Board authorize the Board president to sign Change Order Number TC-6 in the amount of \$6,337.00 for O’Connell Electric Co. to install all necessary electrical/telecommunications to complete work in Room E-5; to install raceway and all necessary equipment to complete Room A-5, and to install voice/data lines, raceway, and power in Room A-6.

Motion carried Vote on the motion 9 – yes  
0 – no

**B. Budget Status Report for September 2003 was provided for Board information.**

**C. Employee Assistance Services Agreement**

Mr. Dowdle moved, seconded by Mr. Slater that the Board authorize the Superintendent of Schools to sign the Employee Assistance Services agreement with Behavioral Health Services North as presented in Appendix I.

Motion carried Vote on the motion 9 – yes  
0 – no

**D. 2003/2004 Budget Transfers**

Mr. Morris moved, seconded by Mr. Wachtmeister that the Board approve the 2003/2004 Budget Transfers presented below:

<u>Amount</u>	<u>From</u>	<u>To</u>	<u>Purpose</u>
\$50,600	A2110.130 Secondary Ed. Salaries	A2825.15 Social Svs. Inst. Salaries	To properly code salaries

\$60,500	A9020.806	A2250.15	TA contract settlement
	Teacher Retire.	Sp. Ed.	
	ERI 030	Teaching Assistants	

Motion carried Vote on the motion 9 – yes  
0 – no

**Personnel**

**A. Appointments**

1) Impartial Hearing Officers

Mr. Dowdle moved, seconded by Mr. Slater that the Board approve the following individuals as Impartial Hearing Officers for the Plattsburgh City School District. (Note: This list supersedes all other lists.)

- Kenneth S. Ritzenberg
- Jerome Schad
- Aaron Turetsky
- James Walsh
- Eric Zaidins
- Joan Alexander
- Rivona Ehrenreich
- Steven Goldsmith
- Craig Hill
- Martin Kehoe III
- Michael Lazan
- Edward Luban

Motion carried Vote on the motion 9 – yes  
0 – no

2) Intramural Appointment

Mr. Wachtmeister moved, seconded by Mr. Morris that the Board appoint Stephen Crain as extra curricular coach for Adventure Based Activities at Bailey Avenue School for the 2003/2004 school year, effective October 3, 2003. Mr. Crain's rate of pay will be based on negotiated contract.

Motion carried Vote on the motion 9 – yes  
0 – no

3) Substitute Teaching & Teaching Assistant Staff

Mr. Slater moved, seconded by Mr. Shimko that the Board approve the appointments of the substitute teaching and teaching assistant staff as presented:

<u>Name</u>	<u>Certification Status</u>
Mark Aloï	Certified
Christine Allard	Non-certified (substitute teacher & tutor)
Sarah Anderson	Non-certified
Brandi Dame	Certified
Christopher Dubuque	Certified
Lisa Grinnell	Certified
Anthony Ihrig	Non-certified
Heather Ihrig	Non-certified
Marshall Klaus	Non-certified
Andrew Lindsay	Non-certified
Barbara McGee	Non-certified
Colin Rust	Non-certified

Kathleen Sciole	Non-certified
Camelia Seymour	Teaching Assistant
Kristin Wheeler	Non-certified
Eric Zigmund	Non-certified

Motion carried Vote on the motion 9 – yes  
0 – no

4) Interscholastic Coaches

Mr. Morris moved, seconded by Mr. Slater that the Board approve the 2003/2004 Interscholastic Coaching appointments of the staff listed. Their rate of pay will be based on negotiated contract.

<u>Sport</u>	<u>Position</u>	<u>Recommendation</u>
Volleyball	JV Coach	Jenny Manabat
Swim	Boys Modified	Scott Keeney
Bowling (Boys & Girls)	Varsity	Steve Steele (Emergency Conditional)
Softball	Modified	Anne Marie Curle

Motion carried Vote on the motion 9 – yes  
0 – no

5) Educational Technologists

Mr. Wachtmeister moved, seconded by Mr. Shimko that the Board approve the appointment of the staff members listed below as educational technologists for the 2003/2004 school year. Their rate of pay is based on negotiated contract.

<u>School</u>	<u>Hours(contractual)</u>	<u>Technologist</u>
Bailey Avenue	40	Bev DuBray
	30	Sara McCarty
	10	Carol Rock
Oak Street	50	Carol Rock
	30	Sarah McCarty
Momot Elementary	20	Paul Cole
	20	Debra Davis
	20	Jen Jolicoeur
	20	Melissa Caraballo
	20	Mary Gertsch-Cochran
Middle School	47.5	Kym Duffina
	47.5	Bryan Gottlob
High School	47.5	Rod Sherman
	47.5	Anna Sherman

Discussion: Hours for buildings are contractual.

Motion carried Vote on the motion 9 – yes  
0 – no

6) Monitor

Mr. Slater moved, seconded by Mr. Wachtmeister that the Board appoint Pamela Mooney as a monitor for 7.5 hours





goals and sometimes more than one year is needed to achieve the goal.

Motion carried

Vote on the motion 9 – yes  
0 – no

**Concluding Reports and Remarks  
Superintendent’s Reports**

A. Standards Update

Dr. Kavanaugh reported information has been received concerning the Math A exam, Physics Regents, extension of 55/65, and extension of “safety net” for special education students. When more information and clarification is received from the State Education Department, recommendations will be presented to the Board. It was requested there be an opportunity for public input before the Board acts on any recommendations.

B. School Board Organizations

- October 14 – Superintendent’s Conference Day
- October 20 – Pre-board Meeting – one opening
- October 27 – CFE Forum at PHS
- November 6 – Long Range Budget Planning Program hosted by Essex County Schools Boards (conflicts with Board meeting)

C. Other

- Gold Card Program is off to a successful start.
- Key Communicator Network – Board members were given list of names nominated by administrators and asked to add to list.
- Internal Revenue Service is partnering with the district to assist families in applying for the Earned Income Credit. This will involve the use of a computer lab during the evening to help complete the application process.

**Board Member Reports**

Heath Education Advisory Committee – Mrs. Topnick  
DWEIC – Mr. Shimko  
NYSASCSD State Aid – Mr. Wachtmeister  
CVES Annual Goals/Report – Mr. Holcomb

**Board Members Remarks**

Mr. Shimko presented pens from the GAPP (German American Partnership Program) exchange students.  
Mr. Wachtmeister thanked Mr. Dingman for announcing his intention to retire personally.  
Mrs. Topnick complimented Mrs. Lamberti and her staff on the way they handled the death of a student.  
Mr. Merkel made general observations about the district – electric rate, work on balancing the budget, purchase of city property by county, status of the process of ranking of students and weighting of grades of transfer students v. long term students.

**Public Comment Regarding  
Agenda Items**

No one spoke.

**Adjournment**

There being no further business, Mr. Luguri moved, seconded by Mr. Dowdle that the meeting be adjourned at 10:26 p.m.

Motion carried

Vote on the motion 9 – yes  
0 – no

Mary S. Huckeba  
District Clerk

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**Spotlight**

- 1) Recognition of Retirees – Mr. Holcomb presented retirees in attendance (Jennifer Colver, Ellen Fleming, and Art LaMarche) with a golden apple bell as a token of appreciation for their years of service to the district. Mr. Holcomb acknowledged the retirees unable to attend – Joseé Beauharnois, Sandra Deignan, Marye Howard, Luther Weisman, and Dolores Williams.
- 2) School Board Recognition Week – In honor of School Board Recognition Week, Dr. Kavanaugh commented on the dedication and service of school board members. She presented each member present with a Certificate of Appreciation and a Plattsburgh City School District t-shirt.
- 3) Student Musical Performance  
PHS music instructor, Ms. Linda Sullivan introduced her students. Demonstrating various instruments, the students performed a wide variety of selections.

8:00 p.m. – Mr. Merkel moved, seconded by Mr. Morris that the Board recess for a brief reception for the retirees. There were no objections.

8:10 p.m. – Mr. Holcomb called the meeting to order. Mrs. Topnick moved, seconded by Mr. Slater that the Board resume the public meeting. There were no objections.

**Report**

SMS Student Achievement Data

Stafford Middle School Principal, Mr. Dingman presented a four-year history of student performance on 8<sup>th</sup> grade math, ELA, social studies, science, and technology assessments as well as a comparison of TONYSS Mathematics and ELA Assessments. (copy filed with minutes)

**General Public Comment**

No one spoke.

**Consent Agenda Items**

Mr. Morris moved, seconded by Mr. Slater that the Board approve the consent agenda items.

**Minutes**

The Board approved the minutes of the meeting of the Board of Education held on October 9, 2003.

**Adoption of the Agenda**

The Board adopted the agenda for the meeting of the Board of Education being held October 22, 2003.

**CPSE Recommendations**

Based upon the recommendation of the Committees on Preschool Special Education and Special Education and the completion of due process requirements, the Board approved the classifications, program modifications, non-classification, triennial evaluation, agreement to withdraw referral, and continuing placements in comparable program as presented below:

A. Classifications

<u>I.D.#</u>	<u>Classification As</u>	<u>Program</u>
07176	Speech Impaired	Provide Speech - 3 X 30 mn./wk., 15:1 class instruction - 5 X 4.5 hrs./wk.
08566	LD	Receive 15:1 class instruction - 5 X 2.75 hrs./wk.
07989	SI	Provide speech services - 3 X 30 mn./6 dy cycle. Add Resource Room support - 5 X 42 mn./wk., Reading - 3 X 42 mn./6 dy cycle.
07817	OHI	Place in 8:1:2 - full day program at PHS.
04231	OHI	Provide Resource Room support - 2 X 40 mn./wk.

B. Program Modifications

<u>I.D.#</u>	<u>Location</u>	<u>Program Modifications</u>
PS323		Add OT - 1 x 60 mn./wk.
PS292		Increase SEIT to 4 X 60 mn./wk. Provide an OT evaluation.
PS271		Provide an OT/Sensory integration evaluation.
PS280		Increase SEIT to 4 X 60 per week. Provide Teacher aide - 3 hrs./day.
PS313		Increase aide time to 5 hrs./day.
08612	Momot	Add testing modifications.
06467	SMS	Change placement from 8:1:2 PCSD to 8:1:1 CVES Placement - retroactive to 9/25/03.
06194	SMS	Add 1 hr./wk. TVI services to train for use of equipment with 1:1 aide from 10/23/03 - 12/23/03.
05021	SMS	Drop Social Studies - Grade 7. Add 15:1 - Social Studies.
05051	SMS	Change from 8th grade regular ed class to 15:1 Social Studies Class.
08771	Bailey	Add OT - 2 X 30 mn./wk.
05798	SMS	Add Assistive Technology and use of software - 1 X 40 mn./wk.
05023	SMS	Drop counseling services from IEP.
09237	Oak St.	Add speech - 3 X 30 mn./wk.
09253	CVES/Center	Change direct speech to consult time.
05903	CVES/Duken	Add 9 hrs. of speech with fluent signer and 1 hr. TOD for tech support.
05413	PHS	Change placement from PHS to 8:1:1 @ CVES - 1/2 day program.

06969	CVES/Center	Dismiss from Speech/Language services.
10075	Momot	Change classification to ED.
09305	CVES/Center	Change placement to CVES/Bailey.
06969	CVES/Center	Drop speech services.
09596	PHS	Change placement from RR to 8:12 full day At PHS.

C. Non-classification

I.D.#  
PS332

D. Triennial Evaluation and Re-evaluation

<u>I.D.#</u>	<u>Recommendation</u>
07504	Declassify as ED. Classify as LD.

E. Agreement to Withdraw Referral

I.D.#  
07083

F. Continuing Placements in Comparable Program

<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>
06898	09393	10075	10091
05840	09305	09645	10608

Motion carried

Vote on the motion 8 – yes  
0 – no

**Correspondence**

A letter of appreciation was received from Kathleen Hazel regarding the Gold Card Program. A letter was also received from Theresa Bennett urging participation in the CFE panel/forum on October 27th.

Mr. Holcomb received an announcement from NYSATA (New York State Art Teachers Association) that artwork by district students will be on display at the NYSSBA Annual meeting and convention in Rochester.

**Old Business (► Items scheduled for discussion.)**

**Stafford Middle School Building Project**

Ms. Hill updated the Board on continued progress toward project completion and also explained the change order on the agenda for Board approval.

**55/65 Pass for Local Diploma**

**Extracurricular Code of Conduct**

**New Business  
Business**

**Treasurer’s Report**

Mr. Merkel moved, seconded by Mr. Luguri that the Board accept the September 2003 Treasurer’s Report as presented in Appendix I.





2) SMS Security System

Mr. Wachtmeister moved, seconded by Mr. Morris that the Board accept the architect's recommendation and award the bid for the Stafford Middle School security system to O'Connell Electric Company in the amount of \$51,800.

There were four bidders.

Motion carried

Vote on the motion 8 – yes  
0 – no

**Change Order – SMS Project**

Mr. Shimko moved, seconded by Mr. Slater that the Board approve Change Order Number TC-7 in the amount of \$7,665 for O'Connell Electric Co. to complete electrical/telecommunications work in rooms D-3, G-6, and A-3.

Motion carried

Vote on the motion 8 – yes  
0 – no

**7010- R Board Policy Regulation – First Review**

Appendix IV, revisions to 7010-R Board Policy Regulation was presented for first review.

**District-wide Facility Improvement Project**

Mr. Stephen Klempa spoke to the SEQRA declaration as the school district is the lead agency. The declaration is a Type II negative declaration and is required before going forward with the project.

1) SEQRA Declaration Resolution

Mr. Slater moved, seconded by Mr. Merkel that the Board pass the resolution regarding the SEQRA declaration as presented in Appendix V.

Motion carried

Vote on the motion 8 – yes  
0 – no

2) Resolution Authorizing Proposition & Setting Vote Date

Mr. Shimko moved, seconded by Mrs. Topnick that the Board pass the resolution authorizing a proposition to be presented to district voters at a special meeting as presented in Appendix VI.

Dr. Kavanaugh noted that a sub-committee of the Facilities Committee met a week ago Friday and worked to bring the project to \$10,000,000 for presentation to the Board. Mr. Merkel served in that role representing the Board.

Mr. Klempa reviewed the scope of the proposed project. The bulk of the project is for window and roof replacements, heating and ventilation, and computer network wiring and electrical upgrades. The largest single item is to further develop high school sports facilities.

Mr. Shimko asked if there was a plan for long range planning. A Master Plan for Athletic Facilities will be introduced. Mr. Klempa noted that project items were prioritized by the Facilities Committee as well as in the Facilities Report. Mr. Morris asked about the decision to upgrade the track field and not other sports fields. Mr. Merkel stated that the artificial turf of the track and the lighting could allow it to be used in the spring by other sports for practices, etc. The committee looked at the largest use of a facility for the amount of money spent.

Mr. Holcomb noted that the district administration was asked to prioritize the needs of the district. Adding funds into the project does not necessarily mean that adding to the athletic complex would be next in priority. Mr. Luguri noted the community will ask what the impact of the project will be on the district's athletic complex – he perceived it as a cornerstone. Mr. Wachtmeister noted what is being recommended to be funded has been filtered through the committee. If there are extra funds available at the completion of the project that would be the time to look at the district's priority needs.

Mr. Klempa noted that once the project is approved, and depending on costs, other items might be added to the project.

Roll call vote on the motion	Mrs. Topnick .....	yes
	Mr. Wachtmeister...	yes
	Mr. Holcomb .....	yes
	Mr. Luguri.....	yes
	Mr. Merkel.....	yes
	Mr. Morris.....	no
	Mr. Shimko.....	yes
	Mr. Slater .....	yes

Motion carried	Vote on the motion 7 – yes
	1 – no

**3) Resolution Authorizing Issuing of General Obligation Bonds**

Mr. Merkel moved, seconded by Mr. Shimko that Board pass the resolution authorizing the District to issue serial general obligation bonds as presented in Appendix VII.

Motion carried	Vote on the motion 8 – yes
	0 – no

**H. Special Board Meeting**

Mr. Wachtmeister moved, seconded by Mr. Morris that the Board schedule a special meeting for Wednesday, November 5, 2003 at 5:00 p.m. in the District Offices at Duken School Building for the purpose of casting a vote for election to the CVES Board of Education.

It was noted the Board expects to hold an executive session.

Motion carried    Vote on the motion 8 – yes  
0 – no

Personnel

**Appointments**

1) Emergency Conditional

Due to a delay in receiving fingerprint clearance, Mr. Morris moved, seconded by Mr. Wachtmeister that the Board extend the previously approved emergency conditional appointment of the staff member listed through November 21, 2003.

<u>Staff Member</u>	<u>Position</u>
Natalie Belton	Coaching Volunteer

2) Nurse Practitioner (School)

Mr. Wachtmeister moved, seconded by Mrs. Topnick that the Board permanently appoint Linda Haubner Nurse Practitioner (School), effective October 23, 2003. Mrs. Haubner will remain on her current salary step.

Motion carried    Vote on the motion 8 – yes  
0 – no

3) Substitute Civil Service Staff

Mrs. Topnick moved, seconded by Mr. Wachtmeister that the Board approve the appointment of the substitute Civil Service staff as presented below:

<u>Name</u>	<u>Substitute Position</u>	<u>Type of Appointment</u>
Jacqueline A. Boshart	Teacher Aide	Emergency Conditional

Motion carried    Vote on the motion 8 – yes  
0 – no

4) Interscholastic Coaches

Mr. Morris moved, seconded by Mr. Shimko that the Board approve the 2003/2004 Interscholastic Coaching appointments of the staff listed. Their rate of pay will be based on negotiated contract.

<u>Sport</u>	<u>Position</u>	<u>Recommendation</u>
Girls Basketball	Modified B	K. Casey Flynn (emergency conditional)
Winter Track	Varsity Coach* (*split/share salary)	Mike Bordeau Vern Harrison

Motion carried    Vote on the motion 8 – yes  
0 – no

5) Co-curricular Appointments - Middle School

Mr. Slater moved, seconded by Mr. Merkel that the Board approve the appointment of staff members listed below as co-curricular advisors at the Stafford Middle School for the 2003/2004 school year. Their rate of pay is based on negotiated contract.



3) Mrs. Topnick moved, seconded by Mr. Slater that the Board accept Pamela Mooney’s resignation from her position as food service helper, effective October 24, 2003.

Motion carried  
 Vote on the motion 8 – yes  
 0 – no

4) Mrs. Topnick moved, seconded by Mr. Wachtmeister that the Board accept Debra Fuller’s resignation from her position as noon hour monitor, effective October 17, 2003.

Motion carried  
 Vote on the motion 8 – yes  
 0 – no

9:00 p.m. – Mr. Luguri let the meeting.

► **C. Principals’ Recruitment**

Dr. Kavanaugh reviewed the timeline and process for the recruitment of principals for Stafford Middle School and Plattsburgh Senior High School.

**Instructional**

**A. Field Trip Fund Raiser Request**

Mr. Merkel moved, seconded by Mr. Morris that the Board approve the request of Thomas Glasgow, C. Joseph Staves, and Karen Browne for the cheerleading squad to travel to Myrtle Beach, South Carolina, March 18-22, 2004 to participate in the CANAM Cheer and Dance Championship Competitions – International & Friendship Exchange and to conduct fundraisers to pay for expenses.

Motion carried  
 Vote on the motion 7 – yes  
 0 – no

**Concluding Reports and Remarks  
 Superintendent’s Reports**

A. Standards Update

The Regents will be meeting in mid-November and will be discussing 55/64 for local diploma as well as looking at alternative proposals for local diplomas. The District is collecting student performance data on each of the cohorts. The information will be presented at a future meeting along with public input.

B. School Board Organizations

- October 23 –SMS HeartSmart student luncheon
- November 5 – Special Board meeting to vote on CVES Board member
- October 29 at 7:15 p.m. – Momot Board/Building Forum
- October 30 at 7:15 p.m. – Bailey Board/Building Forum
- October 29 at 8:00 a.m. – Review of innovative program grants
- November 7 – SMS Open House
- November 12 at 11 a.m. – Lunch with PHS Seniors
- November 13 at 7 p.m. – Key Communicators Meeting at SMS

- C. Other  
 "What Makes the North Country Unique" – a fact sheet from the CFE forum was distributed as well as the summary of the Board and Administrator Survey of Baldrige Quality Indicators.

**Board Member Reports**

DWEIC – Mr. Shimko  
Facilities Committee – Mr. Merkel  
Legislative Liaison (Upcoming State Budget, CFE Decision, NYSASCSD) – Mr. Wachtmeister  
CVES Board Meeting – Mr. Holcomb  
Building/Board Forums at Oak and SMS – Mr. Holcomb

**Board Members Remarks**

Mr. Shimko – use of acronyms at meetings, etc. (Dr. Kavanaugh reported Mrs. Carrino is working on a glossary of acronyms.) Discussion at recent Ward meeting of a concern that parents are illegally parking near PHS, sharing of services with the city (i.e. phone system); return of two police officers from special services to active duty.  
Mr. Merkel commented on reason for parking on Adirondack Lane – traffic congestion.  
Mr. Wachtmeister commented on concern about district's high rate of classifying students; district needs to continue to do what is best for students.  
Mr. Holcomb asked Mr. Glasgow to inform a student's teacher he stayed for entire meeting.  
Mr. Holcomb noted a retiree asked him to relay a comment to the Board – Mr. Weisman felt he was a truly fortunate man to have done something he loves in a district that supported him.

**Public Comment Regarding Agenda Items**

Tim Getty – 44D Adirondack Lane – spoke about Mr. Wachtmeister's comment about special education – in comparison to other places it is easier to be classified here than other places – suggested it should be more difficult to be classified and there be more programs for gifted and talented students.

**Adjournment**

There being no further business, Mr. Merkel moved, seconded by Mr. Wachtmeister that the meeting be adjourned at 9:39 p.m.

Motion carried Vote on the motion 7 – yes  
0 – no

Mary S. Huckeba  
 District Clerk

-----**2003/2004 DISTRICT GOALS**-----

*Through shared decision making and broad involvement as we build community together, we will...*

- Enhance Curriculum Alignment
- Address CDEP Priorities
- Assure ongoing facility improvement
- Promote Community Partnerships
- Strengthen the continuous improvement process
- Recognize diverse needs and talents
- Increase communication
- Assure strong new leadership
- Address challenging budget constraints

-----**STRATEGIC FOUNDATION**-----

**— CORE VALUES —**

We, the students, teachers, parents, Board of Education, and staff of the Plattsburgh City School District value...

**Continuous Improvement** — we create a learning community where every member is committed to and supported in doing better.

**Accountability** — we are responsible for student development and achievement.

**Integrity** — we address all aspects of our mission with honesty and compassion.

**Building Community** — we recognize and respect the diversity of all and encourage active participation and open communication in all aspects of our mission.

**— MISSION —**

Our mission is to educate each student of the Plattsburgh City School District by creating challenging, supportive, and interactive learning that advances intellectual, physical, social, and cultural development.

**— VISION —**

The Plattsburgh City School District will be recognized and admired for demonstrated excellence and student success. We will welcome all members of our community, embrace their diversity, and create partnerships without barriers with students, families, teachers, staff, and local agencies to improve the quality of life for all. Our schools will be centers of wellness, defined by an energized joy of learning that promotes positive self-esteem and develops well-rounded individuals as well as a community of life long learners. We will be advocates for change that creates a culture of openness and acceptance with foundations of integrity and accountability.

-----**DISTRICT STUDENT STANDARDS**-----

**CRITICAL THINKER** — All students will be capable of problem solving, decision making, and risk taking enabling them to function in an efficient, productive way in society.

**EFFECTIVE COMMUNICATOR** — All students will develop the skills necessary to communicate effectively.

**HEALTHY CITIZEN** — All students will consistently make healthful choices demonstrating respect for their physical, emotional, and social well-being.

**LIFELONG LEARNER** — All students will develop the skills of self-evaluation and inquiry to engage in the process of lifelong learning.

**RESPONSIBLE CITIZEN** — All students will positively apply understandings of their own and diverse cultures to a changing world.

**PLATTSBURGH CITY SCHOOL DISTRICT  
Plattsburgh, New York**

Minutes of the meeting of the  
**Board of Education**  
held on November 5, 2003 – 5:00 p.m. – Duken School Building

**Roll**

Board of Education

Dale Dowdle – present  
Richard Holcomb (President) – present  
Peter Luguri – present  
David Merkel – present  
Clayton Morris – present  
Robert Shimko – present  
David Slater – present  
Cynthia Topnick (Vice-president) – present  
Fred Wachtmeister – present (arrived 5:06 p.m.)

Others

Michelle Kavanaugh, Ed.D. (Supt. of Schools) – present  
Lyn Hill (Ass't Supt. for Business Affairs) – present  
Dennis Curtin (School Attorney) – present  
Mary Huckeba (District Clerk) – present  
District Administrator - Thelma Carrino – present

**Pledge of Allegiance**

At Mr. Holcomb's request, the District Clerk led the pledge.

**General Public Comment**

No one spoke.

**Adoption of the Agenda**

Mr. Morris moved, seconded by Mr. Shimko that the Board adopt the agenda for the meeting of the Board of Education being held today, November 5, 2003.

Motion carried

Vote on the motion 8 – yes  
0 – no

**Correspondence**

None

5:06 p.m. – Mr. Wachtmeister arrived.

**CVES Board Member Election**

Mr. Wachtmeister moved, seconded by Mr. Shimko that the Board of Education of the Plattsburgh City School District cast one vote for William Haseltine for the one vacant seat on the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (Champlain Valley Education Services) Board.

Motion carried

Vote on the motion 9 – yes  
0 – no

**Public Comment Regarding  
Agenda Items**

No one spoke.

**Appointment of Clerk Pro Tem**

Due to the fact that the District Clerk will be leaving the meeting, Mr. Merkel moved, seconded by Mr. Wachtmeister that the Board appoint Michelle M. Kavanaugh as Clerk Pro Tem.

Motion carried

Vote on the motion 9 – yes  
0 – no

**Executive Session**

Mr. Wachtmeister moved, seconded by Mr. Merkel that the Board go into executive session at 5:10 p.m. for the purpose of discussing matters as



provided for in Board Policy 2330 (personnel matters regarding a Title IX appeal and employment history of particular persons).

Motion carried Vote on the motion 9 – yes  
0 – no

The Board returned to public session at 7:59 p.m.

**Adjournment**

There being no further business, Mr. Shimko moved, seconded by Mr. Luguri that the meeting be adjourned at 8:00 p.m.

Motion carried Vote on the motion 9 – yes  
0 – no

Mary S. Huckleba  
District Clerk

Michelle M. Kavanaugh, Ed.D.  
Clerk Pro Tem

**2003/2004 DISTRICT GOALS**

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**Spotlight**

Odyssey Program – Teachers Sarah McCarty and Mary Gertsch-Cochran and their students demonstrated various Odyssey Program projects.

**Report**

Mini-grants and Innovative Program Grants Summaries – Mrs. Carrino reviewed the Mini-grant and Innovative Program Grant proposals and recommendations of the review committee.

**General Public Comment**

Kevin Richardson, 63 Riley Avenue, spoke regarding the minutes of the September 24 meeting and the order in which events occurred during the public comment session – minutes did not reflect Mr. Holcomb interrupting a student at the microphone. At that meeting, Mr. Richardson voiced his criticism of Mr. Holcomb for interrupting a student who was about to address the Board. Mr. Richardson gave Mr. Holcomb envelopes for distribution to Board members.

Mr. Luguri asked that the minutes be reviewed.

**Consent Agenda Items**

Mr. Shimko moved, seconded by Mr. Morris that the Board approve the consent agenda items including the amended “Adoption of the Agenda.” The addendum includes additions and a change to appointment recommendations.

**Minutes**

The Board approved the minutes of the meeting of the Board of Education held on October 22, 2003.

**Adoption of the Agenda**

The Board adopted the agenda and addendum to the agenda for the meeting of the Board of Education being held November 6, 2003.

**CPSE Recommendations**

Based upon the recommendation of the Committees on Preschool Special Education and Special Education and the completion of due process requirements, the Board approved the classifications, program modifications, non-classification, triennial evaluations and re-evaluations, and continuing placements in comparable program as presented below:

A. Classifications

<u>I.D.#</u>	<u>Classification As</u>	<u>Program</u>
09075	Speech Impaired	Provide Speech - 5 X 30 mn./wk., 15:1 class instruction - 2 X 30 mn./wk.
09905	Speech Impaired	Provide Speech Therapy - 5 x 30 mn./wk.
PS333	PS with a disability	Provide Speech - 2 X 60 mn./wk.
PS334	PS with a disability	Provide Speech - 3 x 60 mn./wk.

B. Program Modifications

<u>I.D.#</u>	<u>Location</u>	<u>Program Modifications</u>
08612	Momot	Add Assistive Tech. - 20 hrs./yr. to 2003/04 IEP.
07036	Momot	Add testing modification.
09113	Momot	Change placement from 8:1:2 to 12:1:1 class setting - 4.5 hrs./wk.
09307	OLVA	Decrease Speech Services to 2 X 30 mn./wk.
09093	SMS	Change time in 8:1:2 class from full day to 3 1/2 periods/day.
09259	SMS	Change time in 8:1:2 full day program to the following. 8:1:2 - 4 periods/day. 15:1:1 - 1 period/day. Add adaptive PE - 3 X 40 mn./6 dys.week., Add OSC as needed.
06467	SMS	Remove OSC from IEP.
06609	SMS	Add OSC as needed.
06272	SMS	Add OSC to IEP.
06252	SMS	Add OSC to IEP.
06644	SMS	Add OSC to IEP.
06194	SMS	Delete OSC from IEP.
05808	SMS	Drop 15:1 class instruction Social Studies. Add 6 Social Studies. Change to read 15:1 - 3 periods/day and CT support - 1 X 40 mn./6 dy. cycle.
05948	SMS	Drop 15:1 class instruction for Social Studies. Add grade 6 Social Studies. Change to read 15:1 - 3 periods/day and CT support - 1 X 40 mn./6 dy. cycle.
05063	SMS	Change IEP to read CT - 3 X 40 mn./6 dy. cycle. Remove RR.
06513	SMS	Change IEP to read - CT - 3 X 40 mn./6 dy. cycle. Remove RR.
05732	SMS	Change resource room from 1 period/day to CT 3 X 40 mn./day per 6 dy. cycle.
00415	PHS	Change placement to 8:1:2. - Add testing modification.
07953	PHS	Delete speech services from IEP.
06772	PHS	Delete speech services from IEP.
07618	PHS	Delete speech services from IEP.
07791	PHS	Delete speech services from IEP.
09287	CVES/Center	Change narratives in IEP.
10095	Momot	Decrease speech from 5 x 30 mn./wk. to 3 X 30 mn./wk.
08037	CVES/Oak	Change to Center Based Program.
PS325		Add Speech - 2 X 30 mn./wk.
PS336		Place on 8:1:2 waiting list. Provide Speech - 5 X 45 mn./wk., OT - 2 X 45 mn./wk., SEIT - 5 X 45 mn./wk., TA - 4 X 3 hrs./wk.
PS312		Conduct an OT evaluation

C. Non-classification

I.D.#  
PS335

D. Triennial Evaluations and Re-evaluations

<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>
09146	05024	06697	04781

E. Continuing Placements in Comparable Program

<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>
10095	08642	05024	08076

Motion carried

Vote on the motion 8 – yes  
0 – no

**Correspondence**

A letter from the State Comptroller and projected ERS bills were distributed to Board members. Letters to Key Communicators, Assemblyman Ortloff, and Mrs. Bennett were also included in the Board packet.

Mr. Holcomb noted he would see that Mr. Richardson’s letter was distributed to addressees.

**Old Business (► Items scheduled for discussion.)**

**► Stafford Middle School Building Project**

Ms. Hill updated the Board. There is a lot of activity in preparation of the November 7, 2003 open house.

Ms. Hill and Dr. Kavanaugh reported on preparations for the December 11, 2003 capital project referendum.

**► Principals’ Recruitment**

Dr. Kavanaugh reported she has received a draft of the brochure for both principalships. A questionnaire is being developed for distribution to the community to help develop a profile of the ideal candidates. A schedule will be developed which will allow the inclusion of parents and community members in the recruitment process.

**► 55/65 Pass for Local Diploma**

Board members received a summary of the 55/65 cohort results for math developed by Mr. Fairchild. Mr. Fairchild reviewed the summary for the Board. The District is still waiting for information from State Education Department on the 55/65 issue.

**Extracurricular Code of Conduct**

**► 7010- R Board Policy Regulation Adoption**

Mr. Shimko moved, seconded by Mrs. Topnick that the Board approve the revisions to 7010-R Board Policy Fitness/Wellness Center Regulation (Appendix I), which was presented for first review on October 22, 2003.

Dr. Kavanaugh reviewed the revisions – the employee needs to be present when children use the facility but not spouse and district retirees may also use the Fitness/Wellness Center.

Motion carried Vote on the motion 7 – yes  
1 – no (Mr. Dowdle)

**New Business  
Business**

**Tax Exemption**

Mr. Luguri moved, seconded by Mr. Slater that the Board raise the income ceiling for person sixty-five years of age or over and for Persons with Disabilities and Limited Incomes to \$24,000.

Current level is \$22,500. The recommended amount is from the State.

Motion carried Vote on the motion 8 – yes  
0 – no

**Contract for Services for Preschool Special Education**

Mr. Wachtmeister moved, seconded by Mr. Luguri that the Board President and Superintendent of Schools be authorized to sign the contract for services for preschool special education with Pyramids Pediatric Intervention Services as presented in Appendix II.

Motion carried Vote on the motion 8 – yes  
0 – no

**Annual Visual Inspection Report**

Mr. Shimko moved, seconded by Mr. Slater that the Board accept the Annual Visual Inspection Report as presented in Appendix III.

Motion carried Vote on the motion 8 – yes  
0 – no

**Personnel**

**Appointments**

1) Emergency Conditional

Due to a delay in receiving fingerprint clearance, Mr. Slater moved, seconded by Mr. Wachtmeister that the Board extend the previously approved emergency conditional appointment of the staff member listed through December 11, 2003.

<u>Staff Member</u>	<u>Position</u>
Steve Steele	Coach

Motion carried Vote on the motion 8 – yes  
0 – no

2) Substitute Teaching and Tutoring Staff

Mr. Luguri moved, seconded by Mr. Wachtmeister that the Board approve the appointment of the substitute teaching and tutoring staff as presented below:

<u>Name</u>	<u>Substitute Position</u>	<u>Certification Status</u>
Gail Abrams-Young	Tutor	Certified
Edwin Jones	Teacher	Certified

Hillary Latinville	Teacher	Non-certified
Elizabeth Madan	Teacher	Non-certified
Amanda Madore	Teacher	Certified

Motion carried Vote on the motion 8 – yes  
0 – no

3) Co-curricular Appointments – Plattsburgh High School

Mr. Dowdle moved, seconded by Mr. Morris that the Board approve the appointment of staff members listed below as co-curricular advisors at Plattsburgh High School for the 2003/2004 school year. Their rate of pay is based on negotiated contract.

<u>Club</u>	<u>Advisor</u>
Anthony Nero	Senior Class Advisor
Charles Lustig	Junior Class Advisor
Karen Bisso	Sophomore Class Advisor
June Pernice	Freshman Class Advisor
June Pernice	Amnesty International Advisor – split
Katherine Baker	Amnesty International Advisor – split
Steve Tice	Chess Club Advisor
Charles Lustig	Communications Club/ Model UN Advisor
Joy Demarse	Drama Club Advisor
Jean Seeber	French Club Advisor
Jean Seeber	GAPP Advisor
Jean Seeber	Holiday Club Advisor
Susan Levaque	Key Club Advisor
Jila Yadollahpour	Multi-Cultural Club Advisor – share
Alison Armstrong-Zantana	Multi-Cultural Club Advisor – share
Marjorie Brown	National Honor Society Advisor
June Pernice	National Honor Society Advisor – split
Roger Lacroix	Newspaper Advisor
Charles Lustig	SADD Advisor
Susan Drollette	Science Club Advisor – split
Jill Phaneuf	Science Club Advisor - split
Steven Tice	Science Club Advisor – split
Susan Drollette	Science Olympiad Advisor – split
Jill Phaneuf	Science Olympiad Advisor – split
Steven Tice	Science Olympiad Advisor – split
Marianne Bernard	Student Association Advisor
Anthony Nero	Varsity Club Advisor
Anna Sherman	Yearbook Advisor
Malcolm Snell	Yearbook Advisor

Motion carried Vote on the motion 8 – yes  
0 – no

4) Interscholastic Coaches

Mr. Dowdle moved, seconded by Mr. Slater that the Board approve the 2003/2004 Interscholastic Coaching appointments of the staff listed. Their rate of pay will be based on negotiated contract.

<u>Sport</u>	<u>Position</u>	<u>Recommendation</u>
Boys Basketball	Volunteer Assistant	Mike Baroody
Volleyball	Assistant/Modified	Annmarie Curle

Motion carried Vote on the motion 8 – yes  
0 – no



5) Per Diem Substitutes

a) Pursuant to Board Policy 9241, Mr. Luguri moved, seconded by Mr. Dowdle that the Board approve a per diem rate of pay in the amount of \$163.40 for Annmarie Curle, effective October 23, 2003. Mrs. Curle is substituting at Plattsburgh High School.

Motion carried Vote on the motion 8 – yes  
0 – no

b) Pursuant to Board Policy 9241, Mr. Wachtmeister moved, seconded by Mr. Slater that the Board approve a per diem rate of pay in the amount of \$163.40 for Bethany Soucy, effective October 22, 2003. Ms. Soucy is substituting at Plattsburgh High School.

The PHS AIS Literacy position is expect to be posted the first week of December

Motion carried Vote on the motion 8 – yes  
0 – no

c) Pursuant to Board Policy 9241, Mr. Slater moved, seconded by Mr. Wachtmeister that the Board approve a per diem rate of pay in the amount of \$163.40 for Juliette Cleland, effective November 4, 2003. Mrs. Cleland is substituting at Bailey Avenue Elementary School.

She is substituting for Mrs. Fesette

Motion carried Vote on the motion 8– yes  
0 – no

6) Interim Middle School Principal

Mr. Shimko moved, seconded by Mr. Slater that the Board appoint Paul Wight interim middle school principal at \$400 per diem, effective January 5, 2004 through March 26, 2004.

Motion carried Vote on the motion 7 – yes  
1 – no (Mr. Morris)

7) Law Firm

Mr. Dowdle moved, seconded by Mr. Slater that the Board hire the law firm of Hogan & Sarzynski, LLP to address the issue of “district of origin” and authorize them to file a Notice of Claim related to the issue of “district of origin” and authorize the Board President and Superintendent of Schools to sign any necessary documents related to the “district of origin” issue.

Motion carried Vote on the motion 8 – yes  
0 – no



Mr. Morris moved, seconded by Mr. Luguri that the motion be amended to include district funding of the costs.

Discussion: There was discussion on what budget line item would fund the trip. Mr. Shimko suggested the Board line item be used. Mr. Holcomb noted he finds it difficult to support this ad hoc item – there has been no request from the building principal. The association chose to send more students – if students or building administration requested funding it would be different. Mr. Wachtmeister would not be supporting for same reasons as Mr. Holcomb and there should be an examination of district funding of these types of activities. Mr. Glasgow noted he did not bring this to the Board as the association has been looking at funding this activity internally. Mr. Luguri noted this type of activity should be included in future funding. It is a development opportunity for student leaders.

Roll call vote on motion to amend	Mr. Slater .....	yes
	Mrs. Topnick .....	no
	Mr. Wachtmeister....	no
	Mr. Dowdle.....	no
	Mr. Holcomb .....	no
	Mr. Luguri.....	yes
	Mr. Morris.....	yes
	Mr. Shimko.....	yes
		4 – yes
Motion to amend failed due to lack of 5 votes		4 – no

Motion carried	Vote on the motion	8 – yes
		0 – no

**Concluding Reports and Remarks  
Superintendent’s Reports**

**Standards Update**

1) Benchmarking of Fiscal Data – The second in a series of reports on fiscal data was given to the Board in their packets. Dr. Kavanaugh highlighted the report, which presents data on how Plattsburgh is different from other small cities.

2) Administrative Job Descriptions were included in the Board packet. The development of the job descriptions will help with recruiting for high and middle school principals as well as lead the development of job descriptions district-wide.

**School Board Organizations**

Dr. Kavanaugh commended the Board for their visibility in meeting with SIPS and community members regarding the capital project referendum.

November 12, 2003 – Clinton County School Boards

November 12, 2003 – Lunch with PHS students at 11 a.m.

Other

1) Transportation Update

Mr. Lawton updated the Board on transportation issues. First Transit has been trying to meet the district needs. It is getting better. He has looked at purchasing a bus and hiring a driver – not able to due to SED regulations. He has contacted other districts but, at this time, they are not able to help.

2) Message from Assemblyman Ortloff

Dr. Kavanaugh met with Assemblyman Ortloff Friday, October 31st. He is aware of the loss of aid in last year’s budget and has offered a line item in the amount of \$25,000. Mrs. Carrino presented several options suggested by Administrative Council.

**Board Member Reports**

Due to the hour and need for a second executive session, Board members deferred reports and remarks until next meeting.

**Board Members Remarks**

No one spoke.

**Public Comment Regarding Agenda Items**

No one spoke.

**Executive Session**

Mr. Shimko moved, seconded by Mr. Wachtmeister that the Board go into Executive Session at 9:05 p.m. for the purpose of discussing matters as provided for in Board Policy 2330 (employment history of a particular person).

Motion carried Vote on the motion 8– yes  
0 – no

The Board returned to public session at 11:16 p.m.

**Adjournment**

There being no further business, Mr. Shimko moved, seconded by Mr. Wachtmeister that the meeting be adjourned at 11:17 p.m.

Motion carried Vote on the motion 8 – yes  
0 – no

Mary S. Huckleba  
District Clerk

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- Strengthen the continuous improvement process
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**STRATEGIC FOUNDATION**

**— CORE VALUES —**

We, the students, teachers, parents, Board of Education, and staff of the Plattsburgh City School District value...

**Continuous Improvement** — we create a learning community where every member is committed to and supported in doing better.

**Accountability** — we are responsible for student development and achievement.

**Integrity** — we address all aspects of our mission with honesty and compassion.

**Building Community** — we recognize and respect the diversity of all and encourage active participation and open communication in all aspects of our mission.

**— MISSION —**

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**CRITICAL THINKER** — All students will be capable of problem solving, decision making, and risk taking enabling them to function in an efficient, productive way in society.

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**PLATTSBURGH CITY SCHOOL DISTRICT**  
**Plattsburgh, New York**

Minutes of the meeting of the  
**Board of Education**  
held on November 20, 2003 – 6:00 p.m. – Bailey Avenue School

**Roll**

Board of Education

Dale Dowdle – present  
Richard Holcomb (President) – present (arrived 7:24 p.m.)  
Peter Luguri – present (arrived 8:16 p.m.)  
David Merkel – present (arrived 6:05 p.m.)  
Clayton Morris – excused  
Robert Shimko – present  
David Slater – present  
Cynthia Topnick (Vice-president) – present (arrived 7:58 p.m.)  
Fred Wachtmeister – present (arrived 6:07 p.m.)

Others

Michelle Kavanaugh, Ed.D. (Supt. of Schools) – present  
Lyn Hill (Ass't Supt. for Business Affairs) – present  
Dennis Curtin (School Attorney) – present  
Mary Huckeba (District Clerk) – present  
District Administrators - Thelma Carrino – present  
Paul Dingman – present  
John Fairchild – excused  
Michael Flynn – excused  
Thomas Glasgow – excused  
Rosemary LaMarche – present  
Mary Louise Lamberti – present  
C. Joseph Staves – present  
Thomas Tregan – present

In the absence of the Board President and Vice-president due to family commitments, Immediate Past-president Mr. Shimko opened the meeting.

**Executive Session**

Mr. Slater moved, seconded by Mr. Dowdle that the Board go into Executive Session at 6:08 p.m. for the purpose of discussing matters as provided for in Board Policy 2330 (employment history of a particular person, contractual negotiations.)

Motion carried

Vote on the Motion 5 – Yes  
0 – No

7:24 p.m. – Mr. Holcomb arrived.

The Board returned to public session at 7:37 p.m.

**Pledge of Allegiance**

Bailey Avenue School students Keith Poissant and Alyssa Rector led the pledge.

**Mission Statement and Core Values Readers**

Jake Messner read the District’s Mission Statement and Rachel Bedard read the Core Values. Both are students at Bailey Avenue School.

**Spotlight –**

SUNY Psychology Partnership – Rosemary LaMarche introduced Tracey Giroux and Stephen Crain who highlighted the psychology internship partnership with SUNY Plattsburgh. Dr. Katherine Dunham of SUNY Plattsburgh spoke about the impact of the program on the students. The students and interns presented a short skit. Participating were interns: Josh Venneman, Nicole Sullivan, Katrina Anderson, Liliya Endres, and Justin Mattison and students: Jamie Bedard, Jack Goldsmith, Jesse Beshon, Adrienne Nye, Anna Hewitt, Bailey Harney, and Jack Tolosky.

7:58 p.m. – Mrs. Topnick arrived.

**Reports**

2003 Enrollment Report – Mr. Michael Haley presented the 2003 School Enrollment and Projections report. Kindergarten enrollment is 21 students less than projected. Mr. Haley suggested this is due to the cost and availability of housing (apartments and homes) in the city. Mr. Wachtmeister noted city wealth may have a negative impact on the district’s state aid based on some of the proposed revised state aid formulas. Plattsburgh, due to family incomes, appears to be a wealthy district.

8:16 p.m. – Mr. Luguri arrived.

**General Public Comment**

No one spoke.

**Consent Agenda Items**

Mr. Merkel moved, seconded by Mrs. Topnick that the Board approve the consent agenda items.

**Minutes**

The Board approved the minutes of the meeting of the Board of Education held on November 5, 2003 and November 6, 2003.

**Adoption of the Agenda**

The Board adopted the agenda for the meeting of the Board of Education being held November 20, 2003.

**CPSE and CSE Recommendations**

Based upon the recommendation of the Committees on Preschool Special Education and Special Education and the completion of due process requirements, the Board approved the classifications, program modifications, triennial evaluation and re-evaluation, and continuing placements in comparable program as presented below:

A. Classifications

<u>I.D.#</u>	<u>Classification As</u>	<u>Program</u>
PS 337	Preschooler with a disability	Provide speech - 2 X 60 mn./wk., Counseling - 1 X 60

		mn./wk., SEIT - 2 X 60 mn./wk.
PS338	Preschooler with a disability	Provide speech - 2 X 45 mn./wk.

B. Program Modifications

<u>I.D.#</u>	<u>Location</u>	<u>Program Modifications</u>
09862	CVES/Bailey	Add OT - 2 x 30 mn./wk., Increase counseling to 2 X 30 mn./wk.
04626	PHS	Drop 80 mn of CTM /day.
04683	PHS	Change from Math I to Pre-Math with CTM support.
04696	PHS	Drop CT classes.
06500	SMS	Change program to 1/2 day @ CVES and 1/2 day @ SMS. Provide counseling - 2 X 30 mn./wk.
05168	SMS	Delete 15:1 science - Add Regular class science.
04988	SMS	Delete 15:1 science. Add regular class science.
09543	PHS	Change program to 8:1:2 - full day. Add testing modifications.
07958	PHS	Change scheduled time for CT to 100 min./day.
07953	PHS	Change scheduled time for CT to 100 min./day.
01449	PHS	Change from Regents Diploma to IEP Diploma.
09872	Oak St.	Add counseling - 1 X 30 mn./wk.
08569	Momot	Add PT - 1 X 30 mn./wk.
07011	Momot	Add OT consult services - 1 hr./month.
09304 PS318	CVES/Center	Change classification to MH. Remove counseling

C. Triennial Evaluation and Re-evaluation

I.D.#  
09304

D. Continuing Placements in Comparable Program

<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>
08996	09304	09862

Motion carried

Vote on the Motion 8 – Yes  
0 – No

**Correspondence**

A letter was sent to Assemblyman Ortloff following last meeting regarding his interest in supporting the district with a legislative grant. A notice was received from the City of Plattsburgh regarding a public hearing on the redevelopment of the railroad yard.

Mr. Holcomb and Board members received a letter from a parent regarding a student issue. The appropriate district administration has addressed the concerns in correspondence to the parents.



A letter regarding a matter of personnel was shared with the Board.

**Old Business**

**► Capital Projects**

Ms. Hill gave the Board a progress report. There were no additional change orders to report.

New project – There is a Facilities Committee meeting scheduled for November 24. An informational meeting is scheduled for December 4 at 7 pm at PHS. The architect will be presenting some ideas as well as members of the PHS I-Team who have submitted ideas to the architect.

Dr. Kavanaugh reported the Stafford Middle School open house was successful and thanked Mr. Dingman for his organization of the event.

**► Principals’ Recruitment**

The recruitment brochure is being printed. Committees are being established. A list of high performing New York State secondary schools has been completed. The recruitment brochure will be mailed to these schools.

**► 55/65 Pass for Local Diploma**

Dr. Kavanaugh distributed a handout received Wednesday from the State Education Department. Commissioner’s language allows the Board an option to consider the 55 pass for a local diploma as well as flexibility in determining which cohort and/or population is impacted. SED has also offered to review any district policy regarding the regulation before implementation. Mr. Fairchild will have a report on the science cohort at the next meeting. If parents have any questions/concerns about their child’s status regarding this issue, they should contact the Guidance Department.

**Extracurricular Code of Conduct**

**New Business  
Business**

**Treasurer’s Report**

Mr. Shimko moved, seconded by Mr. Slater that the Board accept the October 2003 Treasurer’s Report presented in Appendix I.

Motion carried Vote on the Motion 8 – Yes  
0 – No

**2003/2004 Budget Transfer**

Mr. Wachtmeister moved, seconded by Mrs. Topnick that the Board approve the 2003/2004 budget transfer presented below:

<u>Amount</u>	<u>From</u>	<u>To</u>	<u>Purpose</u>
\$50,000	A9020.800-45	A1420.400-41	To cover legal
	Employee	Legal	expenses
	Benefits	Services	

Motion carried Vote on the Motion 8 – Yes  
0 – No

**Budget Status Report** – The October 2003 Budget Status report was provided for Board information. Dr. Kavanaugh noted the Food Service Department has a positive balance.

► **2004/2005 Budget Planning** – Dr. Kavanaugh noted the district has been looking at information presented at the forum last year. Ms. Hill reviewed the suggestions that have been implement. She also explained why some were not feasible to implement – illegal or not practicable. At the next Board meeting there will be preliminary report on issues affecting the 2004/2005 budget. At Oak Street School there is approximately 400 square feet and approximately 1200 square feet at Duken available for rent to community agencies. Contacts are being made.

**Adoption of the 2004/2005 Budget Planning Calendar**

Mr. Luguri moved, seconded by Mr. Slater that the Board adopt the 2004/2005 Budget Calendar presented in Appendix II.

Motion carried Vote on the Motion 8 – Yes  
0 – No

**Key Communicators**

Mr. Shimko moved, seconded by Mr. Dowdle that the Board approve the appointment of the Key Communicators presented:

- |                 |                  |                |
|-----------------|------------------|----------------|
| Theresa Bennett | Lori Benoit      | Jackie Bracey  |
| Melissa Brown   | Beverly Chisholm | Greg Dahlen    |
| Cindy Evans     | Ernest Follmer   | John Gallagher |
| Joseph Garcia   | Timothy Hartnett | Robert Joyce   |
| Kevin Killeen   | Louis Levaque    | Michael Mannix |
| Laura Marlow    | Chester Mazzone  | Terry Meron    |
| Robert Meyer    | Pat Murnane      | Anna Nardelli  |
| Glen Olds       | Soholm Patel     | Janet Perry    |
| Robert Pooler   | William Sabourin | Amy Senecal    |
| Denise Stinson  | Randy Stoloff    | David Stortz   |
| Amy Valentine   | Stuart Voss      | Jackie Walker  |

Mr. Holcomb reviewed the recent meeting held at Stafford Middle School – role and responsibilities, etc. Meeting was well attended and well received.

Motion carried Vote on the Motion 8 – Yes  
0 – No

**Appointment of Election Inspectors**

Mr. Slater moved, seconded by Mr. Merkel that the Board appoint Pearl Burdeau, Ann Connick, Joyce Haynes, Mary Gagnier, Susan McFadden, Marion Carron, Ruth Kramer, Elizabeth Doyle, MaryLou Griffin, Martha Bartoszek, Frances Latinville, Janet Quick, and William Quick to act as inspectors of the vote on the capital project referendum being presented to voters on December 11, 2003; each inspector shall receive either \$150.00 or \$165.00 (if in charge of collecting ballots at the close of election) as compensation for his/her services as an inspector of the referendum vote in accordance with the compensation paid to inspectors of elections at the preceding general election.

Motion carried Vote on the Motion 8 – Yes  
0 – No

**Bonding of Tax Collector**

Mr. Wachtmeister moved, seconded by Mrs. Topnick that the Board approve the bonding of the District's Tax Collector, Beatrice Dragoon, under the District's Public School System Faithful Performance Blanket Position Bond, for the period July 1, 2003 through June 30, 2004.

Motion carried Vote on the Motion 8 – Yes  
0 – No

**Personnel**

**Appointments**

• 1) Emergency Conditional

Due to a delay in receiving fingerprint clearance, Mr. Wachtmeister moved, seconded by Mr. Shimko that the Board extend the previously approved emergency conditional appointment of the staff members listed through December 23, 2003.

<u>Staff Member</u>	<u>Position</u>
Natalie Belton	Coach/Volunteer
Casey Flynn	Coach

Motion carried Vote on the Motion 8 – Yes  
0 – No

2) Substitute Teaching and Tutoring Staff

Mr. Wachtmeister moved, seconded by Mr. Dowdle that the Board approve the appointment of the substitute teaching and tutoring staff as presented below:

<u>Name</u>	<u>Substitute Position</u>	<u>Certification Status</u>
Cheri Bunn	Teacher	Non-certified
Salvatore Calcara	Teacher	Non-certified
Elizabeth Glushko	Teacher	Non-certified
Barbara Marotta	Teacher	Certified
Karen Rock	Teacher	Non-certified
Janice Trudeau	Tutor	Certified
Michael Nimmer	Teacher	Certified

Motion carried Vote on the Motion 8 – Yes  
0 – No

3) Substitute Support Staff

Mr. Slater moved, seconded by Mr. Luguri that the Board approve the appointment of the substitute support staff as presented:

<u>Name</u>	<u>Substitute Position</u>	<u>Type of Appointment</u>
Priscilla M. Baker	Food Service Helper	Emergency Conditional
Priscilla M. Baker	School Monitor	Emergency Conditional
Priscilla M. Baker	Teacher Aide	Emergency Conditional
Stacey L. Papineau	School Monitor	Emergency Conditional
Stacey L. Papineau	Food Service Helper	Emergency Conditional

Motion carried Vote on the Motion 8 – Yes  
0 – No

4) Food Service Staff

a) Mr. Dowdle moved, seconded by Mr. Shimko that the Board of Education appoint Barbara Wehrin as a Food Service Helper, 5.5 hours per day effective December 1, 2003, with her initial assignment being Plattsburgh High School. Ms. Wehrin will remain on her current step of the CSEA salary schedule for Food Service Helper (hired after 4/1/96).

Motion carried Vote on the Motion 8 – Yes  
0 – No

b) Mr. Wachtmeister moved, seconded by Mrs. Topnick that the Board of Education appoint Stacey Papineau as a Food Service Helper, 2.5 hours per day effective December 1, 2003, with her initial assignment being Oak Street School, emergency conditional, and that she serve the usual and customary probationary period. Ms. Papineau will be placed on entry level of the CSEA salary schedule for Food Service Helper (hired after 4/1/96).

Motion carried Vote on the Motion 8 – Yes  
0 – No

**Unpaid Leave of Absence**

Mr. Luguri moved, seconded by Mr. Slater that the Board approve Ellen Fesette’s request for an unpaid leave of absence for the purpose of child rearing, effective January 8, 2004 through February 27, 2004.

Motion carried Vote on the Motion 8 – Yes  
0 – No

**Instructional**

**Textbook – First Review**

Sociology (Ninth Edition) was presented for first review. This is for use in the high school sociology elective course.

**Field Trip Request**

NYS Band Directors’ Association High School Honor Band

Based on Mr. Glasgow’s recommendation, Mr. Dowdle moved, seconded by Mr. Shimko that the Board approve Linda Sullivan’s request for Dustin Rabideau to participate in the NYS Band Directors’ Association High School Honor Band in Syracuse, March 4-6, 2004.

Discussion: it was noted that PHS field trip guidelines are continuing to be reviewed and revised. A district-wide field trip committee will be meeting in December.

Motion carried Vote on the Motion 8 – Yes  
0 – No

## Concluding Reports and Remarks Superintendent's Reports

### A. Standards Update

#### 1) Reports from the Director of Instruction:

K-12 Math Alignment - Mrs. Carrino reported to the Board how the district is working towards alignment of the K-12 math curriculum.

North Country High School Model Organization of American States – Mrs. Carrino updated the Board on the beginning of the OAS program at the high school. Students will have the option to receive college credit for the course. There are more students interested than anticipated – might have two groups.

Health Education Advisory Committee would like students to participate in a student survey, which the district has participated in the past. This survey will give the district longitudinal data. Parents will have to actively opt-in for their child to participate. This is coordinated through the Eastern Adirondack Health Network and Champlain Valley Family Center.

#### 2) Action by the Regents – Dr. Kavanaugh

At the Regents' last meeting there was discussion on the impact of NCLB on the special education sub-group and impact on yearly progress reports in meeting NCLB standards. The District is currently monitoring the issue.

The Board of Regents is looking at changes in middle school education regulations. At Dr. Kavanaugh's request, Mr. Dingman, who recently facilitated a forum on Commissioner's Regulation 100.4 as it pertains to middle level education, reviewed current regulations and proposed regulations.

### B. School Board Organizations

- January 16, 2004 – Labor Relations Breakfast

- December 9, 2003 – NYSSBA Student Rights Workshop

- Board/Building Forums – Dr. Kavanaugh distributed a summary of the Board/Building forums

### C. Other

After Prom Party – At Dr. Kavanaugh's request, Mr. Staves updated the Board on progress of plans for an After Prom Party. The Junior Prom is Friday, May 7<sup>th</sup>.

## Board Member Reports

State Aid, Campaign for Fiscal Equity (CFE) Decision – Mr. Wachtmeister spoke about state school aid and the possible impact of the CFE decision on future state aid for education. He said he will provide written information for Board review and possible action at the next meeting.

DWEIC Meeting – Mr. Shimko reported on the recent DWEIC meeting. He complimented Mrs. Meyer on her detailed minutes.

NYSSBA Conference in Rochester. – Mr. Shimko reported that Plattsburgh students had artwork on display. It was very well done.

Recognition Committee – Mr. Luguri reported on the first meeting that was held today. The meeting was very productive. Next meeting is scheduled for December. There was a suggestion that recognition be called the Board Vision Awards.

Key Communicators – Mr. Holcomb reported on the first meeting of the Key Communicators. One of the items that came out of the discussion was creating an Academic Hall of Fame or forum for honoring distinguished alumni. Mr. Holcomb asked if any Board members would like to work with the committee – Mr. Wachtmeister, Mr. Morris and Mr. Holcomb volunteered.

**Board Members Remarks**

Mr. Merkel – asked about status of an alternate graduation site – information at next meeting. Mr. Glasgow and Mr. Fairchild were absent due to Parent-Teacher Conferences at PHS.

Mr. Merkel – There is a NYSSMA concert this weekend in Tupper Lake.

Mr. Luguri – suggested having a report or a Spotlight on the Momot Cafeteria and the AP Microbiology Course at the high school.

**Public Comment  
Regarding Agenda Items**

No one spoke.

**Adjournment**

There being no further business Mr. Merkel moved, seconded by Mr. Wachtmeister that the meeting be adjourned at 10:03 p.m.

Motion carried

Vote on the Motion 8 – Yes  
0 – No

Mary S. Huckleba  
District Clerk

-----**2003/2004 DISTRICT GOALS**-----

*Through shared decision making and broad involvement as we build community together, we will...*

- Enhance Curriculum Alignment
- Address CDEP Priorities
- Assure ongoing facility improvement
- Promote Community Partnerships
- Strengthen the continuous improvement process
- Recognize diverse needs and talents
- Increase communication
- Assure strong new leadership
- Address challenging budget constraints

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**PLATTSBURGH CITY SCHOOL DISTRICT**  
**Plattsburgh, New York**

Minutes of the Special Meeting of the  
**Board of Education**  
held on November 24, 2003 – 5:30 p.m. – Duken School Building

**Appointment of Clerk Pro Tem**

Due to the absence of the District Clerk, Mr. Luguri moved, seconded by Mr. Shimko that the Board appoint Michelle M. Kavanaugh as Clerk Pro Tem.

Motion carried

Vote on the motion 5 – yes  
0 - no

**Present**

Board of Education

Dale Dowdle – present  
Richard Holcomb (President) – excused  
Peter Luguri – present  
David Merkel – present (arrived 6:32 p.m.)  
Clayton Morris – excused  
Robert Shimko – present  
David Slater – excused  
Cynthia Topnick (Vice-president) – present  
Fred Wachtmeister – present

Others

Michelle Kavanaugh, Ed.D. (Supt. of Schools) – present  
Dennis Curtin (School Attorney) – present

**Roll Call**

**General Public Comment**

Mr. Luguri moved, seconded by Mr. Dowdle that the roll call and general public comment agenda items be suspended.

Motion carried

Vote on the motion 5 – yes  
0 - no

**Executive Session**

Mr. Wachtmeister moved, seconded by Mr. Dowdle that the Board go into executive session at 5:40 p.m. for the purpose of discussing matters as provided for in Board Policy 2330 (discussion of particular personnel).

Motion carried

Vote on the motion 5 – yes  
0 - no

6:32 p.m. – Mr. Merkel arrived

The Board returned to public session at 6:42 p.m.

**Adjournment**

There being no further business, Mr. Dowdle moved, seconded by Mr. Shimko that the meeting be adjourned at 6:43 p.m.

Motion carried

Vote on the motion 6 – yes  
0 - no

Michelle M. Kavanaugh, Ed.D.  
Clerk Pro Tem



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<u>I.D.#</u>	<u>Location</u>	<u>Program Modifications</u>
PS273		Provide an OT evaluation
PS322		Discharge from SEIT services
PS305		Provide a pediatric-developmental evaluation
PS289		Provide psychological evaluation and OT evaluation
PS342		Provide a psychiatric evaluation
08566	Momot	Add OT - 2 X 30 mn./wk.
07983	SMS	Remove 15:1 Math Instruction. Place in regular education Math.
09269	SMS	Change placement to 15:1 X 2 hrs./wk.
06194	SMS	Change scheduled end date for 9 hours of TVI services to be completed . New time period (12/1/03 - 2/14/04)
05735	SMS	Drop 15:1 1 English. Add English 7.
06615	SMS	Amend Speech to 3 X 40 mn./6 day cycle.
08969	Oak St.	Discharge from Speech Therapy.
04063	PHS	Change placement to CVES - Career Pathways- 12:1:1 - 1/2 day program.
04119	PHS	Return to Alt. Ed. program. Provide CTM - 2 hrs./day.
09254	PHS	Place in 1/2 day program at CVES. Provide 1:1 aide. Pursue Residential Placement.
08521	SMS	Exempt from foreign language.
09870	Bailey	Drop direct OT to consult - 3 hrs./yr. as of 1/3/2004.

C. Triennial Evaluation and Re-evaluation

<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>
08521	09870	04105

Motion carried Vote on the motion 8 – yes  
0 – no

**Correspondence**

A letter from Assemblyman Ortloff regarding his meeting on state aid with Dr. Kavanaugh and a letter from the Plattsburgh Teachers' Association to unit members regarding the bond project referendum were shared with Board members.

**Old Business**

► **Projects**

Ms. Hill updated the Board on the SMS capital project and land survey work at Plattsburgh High School.  
Mr. Lawton presented an overview of the three-year facilities plan.  
Dr. Kavanaugh noted that if the referendum passes it is expected work will begin this summer.

► **Principals' Recruitment**

Dr. Kavanaugh updated the Board on the Principals' Recruitment.



**Stipend**

Mr. Shimko moved, seconded by Mr. Wachtmeister that the Board approve a stipend in the amount of \$621 for Paul Dingman for work as the district's representative on the Stafford Middle School capital project, for the period December 1, 2003 through December 19, 2003.

This represents the time period after the clerk of the works position ended. There are some items to complete and this is beyond the normal responsibilities of a school building administrator.

Motion carried Vote on the motion 7 – yes  
0 – no  
1 – abstention (Mr. Luguri)

**Personnel**

**Resignations**

- 1) Mr. Wachtmeister moved, seconded by Mrs. Topnick that the Board accept Laura Preston's resignation as the Family Career and Community Leaders of America advisor at Stafford Middle School for the 2003/2004 school year.

Motion carried Vote on the motion 8 – yes  
0 – no

- 2) Mr. Dowdle moved, seconded by Mr. Slater that the Board accept Scott Shutts' resignation from his position as physical education teacher, effective December 23, 2003.

Motion carried Vote on the motion 8 – yes  
0 – no

**Appointments**

- 1) Emergency Conditional

Due to a delay in receiving fingerprint clearance, Mr. Shimko moved, seconded by Mr. Wachtmeister that the Board extend the previously approved emergency conditional appointment of the staff member listed through January 21, 2004.

<u>Staff Member</u>	<u>Position</u>
Natalie Belton	Volunteer Coach – Cheerleading

Motion carried Vote on the motion 8 – yes  
0 – no

- 2) Substitute Staff

Mr. Dowdle moved, seconded by Mr. Wachtmeister that the Board approve the appointment of the substitute staff as presented below:

<u>Name</u>	<u>Substitute Position</u>	<u>Certification Status</u>	<u>Type</u>
Tracy Aubin	Teacher	Certified	Regular
Michael Baroody	Teacher	Non-certified	Regular
Michael Baroody	Tutor	Non-certified	Regular

Kristina Fordham	Teacher	Non-certified	Regular
Liliya Endres	Child Advocate	Non-certified	Emergency Conditional
Kristena Hebert	School Monitor	n/a	Regular

Motion carried Vote on the motion 8 – yes  
0 – no

3) Elementary AIS Teacher

Mr. Dowdle moved, seconded by Mr. Wachtmeister that the Board approve the following probationary appointment:

Name of appointee: Kari Herkalo  
 Tenure area: Elementary  
 Date of commencement of the  
 3 year probationary appointment: December 12, 2003  
 Expiration date of the  
 3 year probationary appointment: December 11, 2006  
 Certification status: Provisional PreK-6  
 Initial assignment: AIS – Momot Elementary  
 School  
 Base salary: Step 2, Column BS + 24

Motion carried Vote on the motion 8 – yes  
0 – no

4) Organization of American States (OAS) Instructors

a) Mr. Wachtmeister moved, seconded by Mr. Slater that the Board appoint Neil Bowlen as OAS instructor for the 2003/2004 school year for three hours per week for fifteen weeks. His rate of pay will be based on the negotiated contract hourly rate for teachers.

This is an elective outside of the regular school day. In the future it will be scheduled during the school day.

Motion carried Vote on the motion 8 – yes  
0 – no

b) Mr. Dowdle moved, seconded by Mr. Wachtmeister that the Board appoint Timothy Hanrahan as OAS instructor for the 2003/2004 school year for three hours per week for fifteen weeks. His rate of pay will be based on the negotiated contract hourly rate for teachers.

Motion carried Vote on the motion 8 – yes  
0 – no

5) Co-curricular Appointment – Stafford Middle School

Mr. Wachtmeister moved, seconded by Mr. Slater that the Board appoint Jane Kribs as the sole Family Career & Community Leaders of America advisor at Stafford Middle School for the 2003/2004 school year. Originally Ms. Kribs and Ms. Preston were splitting the advisorship. Ms. Kribs will be the only advisor and receive the full remuneration for the advisorship.





“Scratch & Help” card fundraiser during the months of February and March.

Motion carried

Vote on the motion 7 – yes  
0 – no

9:15 p.m. – Mr. Luguri returned.

2) Multicultural Club

Based on Mr. Fairchild’s recommendation, Mr. Wachtmeister moved, seconded by Mrs. Topnick that the Board approve the Multicultural Club’s request to conduct an auction at Bridge Street Auction on December 21, 2003 to raise funds for their trip to Europe. Parents will supply items to be auctioned.

Motion carried

Vote on the motion 8 – yes  
0 – no

**Concluding Reports and Remarks  
Superintendent’s Reports**

A. Standards Update

- Mr. Sherman has been appointed to the State Education Department Math Standards Committee. Two teachers have applied for the Assessment Review Committee.
- Mrs. Carrino reported that scoring on the 5<sup>th</sup> grade social studies exams is completed. Preliminary reports show the district is doing well.
- Building level goals were provided for Board information.
- Mr. Fairchild reviewed the January Regents Days schedule. Mrs. Carrino noted that not conducting regular classes on three days during January Regents is conservative in comparison with most neighboring districts. Mr. Luguri asked for a report on activities (make-up labs, seat time, work on class projects, tutoring, etc.) during the three days school is not in session.

B. School Board Organizations

- December 12 – screening of biology applications
- December 18 – Chamber of Commerce program on the Impact of Canada
- December 18 - Program Evaluation Committee meeting

C. Other

- Dr. Kavanaugh thanked Jim Lawton, Gary Deso, and secondary administrators for their quick response to PSUNY’s requests during their power outage. Mr. Dingman was thanked for his leadership of the District-wide Field Trip Committee and Mr. Merkel for his radio presence on WIRY.
- Mr. Fairchild reported seniors were polled regarding an alternate site for graduation. As a result, a request has been made to use the PSUNY field house for graduation.

**Board Member Reports**

HeartSmart – Mrs. Topnick

Legislative Issues – Mr. Wachtmeister reviewed and distributed information on the possible revamping of the state aid formula for 2004/2005. Board members were asked to

review and consider a legislative position and to provide comments to him or Dr. Kavanaugh.

NYSSBA School Law Conference on Student Rights and Discipline – Mr. Wachtmeister

**Board Members Remarks**

Mrs. Topnick – excellent presentation at SMS.

Mr. Merkel – Holiday Concert – great program; glad project passed – hopefully complete on a timely basis

Mr. Luguri thanked all in the district that came forward to help PSUNY during their energy problem

Mr. Shimko asked about leaks in the roofs at PHS – Mr. Lawton has met with the contractor who will be assessing the roof. Some repairs (caulking) have been made. Were the roofs looked at when the architects did a study of district facilities? Mr. Lawton will research.

Mr. Merkel noted that at WIRY there were only two calls. Concerned about the low number of actual voters.

Mr. Holcomb noted the referendum was publicized via all types of media – print as well as radio, FSO organizations, and booster club.

**Public Comment Regarding Agenda Items**

No one spoke.

**Adjournment**

There being no further business Mr. Shimko moved, seconded by Mr. Slater that the Board meeting be adjourned at 9:49 p.m.

Motion carried

Vote on the motion 8 – yes  
0 - no

Mary S. Huckeba  
District Clerk

Lyn Hill  
Clerk Pro Tem

**2003/2004 DISTRICT GOALS**

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- Enhance Curriculum Alignment
- Address CDEP Priorities
- Assure ongoing facility improvement
- Promote Community Partnerships
- Strengthen the continuous improvement process
- Recognize diverse needs and talents
- Increase communication
- Assure strong new leadership
- Address challenging budget constraints

**STRATEGIC FOUNDATION**

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in doing better.

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**----- DISTRICT STUDENT STANDARDS -----**

**CRITICAL THINKER** — All students will be capable of problem solving, decision making, and risk taking enabling them to function in an efficient, productive way in society.

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**PLATTSBURGH CITY SCHOOL DISTRICT**  
**Plattsburgh, New York**

Minutes of the meeting of the  
**Board of Education**  
held on January 8, 2004 – 6:00 p.m. – Duken School Building

**Roll**

Board of Education

Dale Dowdle – present (arrived 6:55 p.m.)  
Richard Holcomb (President) – present  
Peter Luguri – present  
David Merkel – present  
Clayton Morris – present  
Robert Shimko – present  
David Slater – present  
Cynthia Topnick (Vice-president) – present  
Fred Wachtmeister – present (arrived 6:06 p.m.)

Others

Michelle Kavanaugh, Ed.D. (Supt. of Schools) – present  
Lyn Hill (Ass't Supt. for Business Affairs) – present  
Dennis Curtin (School Attorney) – present  
Mary Hucekba (District Clerk) – present  
District Administrators - Thelma Carrino – present  
John Fairchild – present  
Michael Flynn – present  
Thomas Glasgow – excused  
Rosemary LaMarche – present  
Mary Louise Lamberti – present  
C. Joseph Staves – present  
Thomas Tregan – present  
Paul Wight – present

**Executive Session**

Mrs. Topnick moved, seconded by Mr. Morris that the Board go into executive session at 6:00 p.m. for the purpose of discussing matters as provided for in Board Policy 2330 (employment history of particular persons, negotiations, legal matters).

Motion carried

Vote on the motion 7 – yes  
0 – no

6:06 p.m. – Mr. Wachtmeister arrived.

6:55 p.m. – Mr. Dowdle arrived.

The Board returned to public session at 7:45 p.m.

**Pledge of Allegiance**

High school student, Thomas Dominy led the pledge.

**Mission Statement and  
Core Values Readers**

High school students, Anthony Passalacqua and Latisha Franklin were the readers.

**Spotlights**

North Country Cultural Center for the Arts (NCCCA) Donation - Anthony Passalacqua and Thomas Dominy organized a "battle of the bands" for the benefit of NCCCA. The event raised over \$1,300. Adam Nichols from NCCCA thanked the students for their work. A portion of the funds raised went towards scholarships.

Looping – Marjorie Brown spoke about the second year of the first looping program. She spoke about the benefits, problems, and potential perils of looping. Students Kate Jerry and Jake Tolosky spoke about what they found to be the benefits participating in looping.

**Report**

Project Lead the Way – Project Lead the Way instructor Malcolm Snell presented an overview of the high school's program.

**General Public Comment**

No one spoke.

**Consent Agenda Items**

Mr. Luguri moved, seconded by Mr. Slater that the Board approve the consent agenda items.

**Minutes**

The Board approved the minutes of the meeting of the Board of Education held on December 11, 2003.

**Adoption of the Agenda**

The Board adopted the agenda for the meeting of the Board of Education being held January 8, 2004.

**CPSE and CSE Recommendations**

Based upon the recommendation of the Committees on Preschool Special Education and Special Education and the completion of due process requirements, the Board approved the classifications, program modifications, non-classification, and continuing placements in comparable programs, and triennial evaluations and re-evaluations as presented below:

A. Classifications

<u>I.D.#</u>	<u>Classification As</u>	<u>Program</u>
PS344	PS with a disability	Provide Speech - 3 X 45 mn./wk.
PS343	PS with a disability	Provide Speech - 2 X 45 mn./wk., SEIT - 3 X 60 mn./wk.
08666	Learning Disabled	Provide 15:1 services - 5 X 120 mn./wk., Review program after 15 weeks

B. Program Modifications

<u>I.D.#</u>	<u>Location</u>	<u>Program Modifications</u>
PS294		Increase speech to 3 X 45 mn./wk., SEIT - 2 X 60 mn./wk. Provide an OT evaluation
PS288		Add full time 1:1 aide

- PS330 Decrease coordinated services to 1 X 30 mn./monthly.
- PS 287 Decrease speech to 3 X 60 mn./wk.
- PS320 Decrease Speech - 1 x 60 mn./wk.
- PS306 Provide a PT evaluation
- 09287 CVES/Bailey Change IEP narrative. Add Assistive Technology devices
- 09182 Momot Add 15:1 Math instruction - 5 X 45 mn./wk.
- 08668 Momot Add 15:1 Math instruction - 5 X 45 mn./wk., TA support for ELA - 5 X 120 mn./wk.
- 09199 Momot Add 15:1 Math - 5 X 45 mn./wk. and 15:1 - 5 X 120 mn./wk.
- 09147 Momot Change placement from 8:1:2 program to 15:1 class instruction - 5 X 2.5 hrs. wk. Mainstream for remainder of school day and specials
- 09828 Bailey Ave. Decrease Speech Therapy - 3 x 30 mn./wk.
- 09894 Bailey Ave. Change OT from consultation to direct services - 2 X 30 mn./wk., Increase Speech Services to 5 X 30 mn., Add Special Ed services - 5 X 1.5 hr./wk.
- 06907 Oak St. Maintain classification as LD. Placement - Program - 15:1 class instruction - 5 X 60 mn./wk., Counseling - 1 X 30 mn./wk., OT consult - 2 hours/school year. Add testing accommodations
- 00313 PHS Change placement from 8:1:2 in District to Home Instruction - pending availability in an 8:1:1 CVES placement
- 09647 PHS Change classification from LD to SI. Add speech - 2 X 40 mn./wk.
- 05851 CVES/Center Update goals
- 08996 Bailey Increase Speech - 5 x 30 mn./wk.
- 07504 PHS Change to Resource Room Support - 1 hr./day with 1:1 Instruction.

C. Triennial Evaluations and Re-evaluations

<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>
08996	09647	05062	05051

D. Non-classification

<u>I.D.#</u>
08695

E. Continuing Placements in Comparable Programs

<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>
09306	08981	09659	09619	09647	06907

Motion carried Vote on the motion 9 – yes  
0 – no

**Correspondence**

A copy of an article featuring Oak Street School's PBIS published in a NYS newsletter was shared with the Board along with a letter commending Mrs. LaMarche, Mr. Flynn and Mrs. Pike for their involvement with PBIS.

**Old Business**

▶ **Capital Projects**

Ms. Hill updated the Board. Many of the contractors are clearing punch list items. She noted the board received a budget status report of Middle School Project.

The District wide Facilities Project is progressing.

Ms. Hill reviewed a report of the district's debt limit.

Mr. Lawton reviewed NYSIR's Loss Control Survey Recommendations. He noted some concerns and how they will be corrected. Dr. Kavanaugh noted that a majority of items cited are being addressed by the upcoming facilities project.

▶ **Principals' Recruitment**

Dr. Kavanaugh updated the Board on advertising, applications received, and the on-line screening software.

▶ **2004/2005 Budget Planning**

Ms. Hill reviewed the assumptions used in projecting the estimated 2004-2005 budget.

Dr. Kavanaugh noted Board members received a typed copy of Mr. Wachtmeister position statement concerning the revamping of the state aid formula for 2004-2005. A copy of the position statement of the Northeast Regional Schools Superintendents Regarding Pending Changes in State Aid for New York State Schools, which will be presented to legislators at the NYSCOSS Mid-Winter Conference, was distributed.

**55/65 Pass for Local Diploma**

**Extracurricular Code of Conduct**

**New Business  
Business**

**Playfield Master Plan**

Mr. Monaghan of Thomas Associates reviewed the proposed Playfield Master Plan noting they will be working to have the wetlands "de-listed." Concerns were expressed about the location of the sites for discus and shot put as well as foul baseballs landing in the Saranac River. Mr. Monaghan agreed to modify Option F, as suggested.

Mr. Merkel moved, seconded by Mr. Morris that the Board of Education approve the Playfield Master Plan Option F (Appendix I) for Plattsburgh High School as recommended by Thomas Associates.







**Appointments**

1) Emergency Conditional

Due to a delay in receiving fingerprint clearance, Mr. Wachtmeister moved, seconded by Mr. Dowdle that the Board extend the previously approved emergency conditional appointments of the staff members listed through February 6, 2004.

<u>Staff Member</u>	<u>Position</u>
Liliya Endres	Substitute Child Advocate
Priscilla Baker	Substitute - Food Service Helper, School Monitor, Teacher Aide

Motion carried Vote on the motion 9 – yes  
0 – no

2) Food Service Helper

Mr. Dowdle moved, seconded by Mr. Shimko that the Board appoint Priscilla Baker as a food service helper, district-wide, with her initial assignment being Momot Elementary School, for 2 ½ hours per day, and that she serve the usual and customary probationary period. The effective date will be January 12, 2004. Ms. Baker will be paid on the Entry Level of the CSEA food service helper salary schedule (hired after 4/1/96). The appointment is emergency conditional, pending fingerprint clearance.

Motion carried Vote on the motion 9 – yes  
0 – no

3) Science (Biology) Teacher

Mr. Dowdle moved, seconded by Mr. Slater that the Board approve the following emergency conditional provisional probationary appointment:

- Name of appointee: Jennifer Meyer
- Tenure area: Science
- Date of commencement of the 3 year probationary appointment: February 2, 2004
- Expiration date of the 3 year probationary appointment: February 1, 2007
- Certification status: Biology 7-12, Conditional Provisional
- Initial assignment: Biology – Plattsburgh High School
- Base salary: Step 1, Column: Master's

Motion carried Vote on the motion 9 – yes  
0 – no

**Consultant Services Agreement**

Mr. Shimko moved, seconded by Mrs. Topnick that the Board authorize the Superintendent, Assistant Superintendent, and Director of Instruction to sign a consultant services agreement with Russell Bordeau as presented in Appendix VII.



January 28 – Clinton County School Boards Association Dinner Meeting  
January 21 – CFE presentation in Rochester

C. Other

There was an article on a policy statement in the Board packet from a Key Communicator.

PCSD made top 10 list of United Way contributors – Dr. Kavanaugh noted bargaining unit leaders gave of their all and thanked all who worked on the campaign and all who generously donated.

District received assurance that beef purchased for the school lunch program is not part of the recent meat recall.

Mrs. Lamberti spoke about the Momot “dining room.” It was a major cultural change at the school but it has been very successful.

**Board Member Reports**

Recognition – Vision Awards – Mr. Luguri  
Facilities Committee Sub-group – Mr. Merkel

**Board Members Remarks**

Mr. Wachtmeister spoke of the need for Board to take a position on lobbying concerning the 2004-2005 state budget.

Mr. Holcomb spoke about capital projects and plaques installed at the completion of projects. A plaque for the middle school was not included as part of the project. The Board was asked to consider a plaque for the most recent project. Mr. Luguri asked that it be placed on the next agenda as an action item.

Mr. Merkel spoke about recent newspaper article regarding declining enrollment – appeared Plattsburgh being singled out.

**Public Comment Regarding Agenda Items**

No one spoke.

**Adjournment**

There being no further business, Mr. Dowdle moved, seconded by Mr. Slater that the meeting be adjourned at 9:42 p.m.

Motion carried

Vote on the motion 9 – yes  
0 – no

Mary S. Huckeba  
District Clerk

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**Mission Statement and Core Values Readers**

The District’s Mission Statement was read by Robert Strebendt. The District’s Core Values were read by Lauren Merkel who helped to write them.

**Spotlight**

PCSD Food Service Program – Food Service Manager, Charlene O’Connor reviewed grants received by the Food Service Department – Got Milk Machine, Dairy Cart, Hand Washing, and Get Up N Go Breakfast Cart.

**Report**

Special Education Annual Report 2002/2003 School Year – Committee on Special Education Chairperson, Claudine Selzer presented the annual special education report.

**General Public Comment**

Tim Getty (44 Adirondack Lane) – district music department is very important; does a lot for the community.

**Consent Agenda Items**

Mr. Luguri moved, seconded by Mr. Slater the Board approve the consent agenda items including the amended “Adoption of the Agenda.” The addendum includes additional substitute staff appointments.

**Minutes**

The Board approved the minutes of the meeting of the Board of Education held on January 8, 2004.

**Adoption of the Agenda**

The Board adopted the agenda and the addendum to the agenda for the meeting of the Board of Education being held January 22, 2004.

**CPSE and CSE Recommendations**

Based upon the recommendation of the Committees on Preschool Special Education and Special Education and the completion of due process requirements, the Board approved the classifications, program modifications, non-classifications, and continuing placement in comparable program, and triennial evaluation and re-evaluation as presented below:

A. Classifications

<u>I.D.#</u>	<u>Classification As</u>	<u>Program</u>
PS348	Preschool child with a disability	Provide Speech - 2 X 60 mn./wk., SEIT - 2 X 60 mn./wk.
PS345	Preschool child with a disability	Provide SEIT - 2 X 60 mn./wk.
06849	Emotionally Disturbed	Provide Resource room – 5x40 mn./wk., counseling – 1x30 mn./wk.

05686	Emotionally Disturbed	Place in full day 8:1:2 program. Provide counseling – 2x30 mn./wk.
02316	Learning Disabled	Provide Resource Room support – 5x40 mn./wk. Provide testing modifications.

B. Program Modifications

<u>I.D.#</u>	<u>Location</u>	<u>Program Modifications</u>
07793	CVES/Duken	Drop Speech. Change program to ½ day at CVES. Provide 10 hours of Home Instruction/wk.
PS321		Update speech goals.
PS323		Increase OT to 2 X 45 mn./wk.
PS312		Increase SEIT & Speech to 5 times per week. Add OT - 2 X 45 mn./wk.
PS292		Add OT - 1 X 45 mn./wk.
PS288		Provide SEIT - 3 X 60 mn./wk.
09879	Momot	Add OT – 2x30 mn./wk.
07027	Momot	Add testing modification
09838	Bailey	Add 12:1:1 direct instruction – 5x30 mn./wk.
09254	CVES/Center	Remove speech.
09288	St. John’s	Reduce TOD services to 2x60 mn. to 1x60 mn./wk.
06467	SMS	Change special education from full day 8:1:2 to 8:1:2 – 3 periods/day and 15:1:1 x 1 period/day. Add Ongoing Service Coordination.
01611	PHS	Add to IEP – TA support to Chemistry Lab

C. Triennial Evaluation and Re-evaluation

I.D.#  
05023

D. Non-classifications

<u>I.D.#</u>	<u>I.D.#</u>
PS347	06812

E. Continuing Placement in Comparable Program

I.D.#  
06768

Motion carried

Vote on the motion 8 – yes  
0 – no











**4) Reading Teacher**

Mr. Morris moved, seconded by Mr. Wachtmeister that the Board approve the following regular probationary appointment:

Name of appointee: Bethany Soucy  
 Tenure area: Reading  
 Date of commencement of the  
 3-year probationary appointment: January 23, 2004  
 Expiration date of the  
 3-year probationary appointment: January 22, 2007  
 Certification status: Reading & PreK-6  
 Initial assignment: Reading/AIS – Plattsburgh  
 High School  
 Base salary: Step 1, Column: Master's  
 MS

Motion carried

Vote on the motion 9 – yes  
 0 – no

**5) Substitute Staff**

Mrs. Topnick moved, seconded by Mr. Wachtmeister that the Board approve the appointment of the substitute staff as amended and presented below:

<u>Name</u>	<u>Position</u>	<u>Substitute Status</u>	<u>Certification Type</u>
Sue Bouyea	Tutor	Certified	Emergency Conditional
Sue Bouyea	Teacher	Certified	Emergency Conditional
Jamie O'Neil	Tutor	Certified	Regular
Kari Prescott	Tutor	Certified	Emergency Conditional
Kari Prescott	Teacher	Certified	Emergency Conditional
Karen A. Rock	Tutor	Certified	Regular
Kellie Fornecker	Tutor	Certified	Regular
Kellie Fornecker	Teacher	Certified	Regular

Motion carried

Vote on the motion 9 – yes  
 0 – no

**6) Co-curricular Appointment**

Mrs. Topnick moved, seconded by Mr. Wachtmeister that the Board appoint Susan Fresn as the Debate Club volunteer advisor at Plattsburgh High School for the 2003/2004 school year.

Motion carried

Vote on the motion 9 – yes  
 0 – no

**Tenure Recommendation**

Mr. Luguri moved, seconded by Mr. Wachtmeister that the Board approve the tenure appointment presented below:

Pamela Frederick for tenure in the area of mathematics, effective March 19, 2004. Ms. Frederick holds NYS permanent certification in the area of Mathematics 7-12 effective September 1, 2003 and provisional renewal in the area of Physics 7-12, effective September 1, 1999.

Motion carried

Vote on the motion 9 – yes  
 0 – no

**Instructional**

There were no instructional items.

**Concluding Reports and Remarks  
Superintendent's Reports**

- A. Standards Update  
Mrs. Carrino reported on the work of the Math and Literacy Committees. Dr. Kavanaugh noted the Health Committee is also working with Mrs. Carrino. There will be a post-prom party at SMS. There is a request for bus transportation and custodial support for the party.
- B. School Board Organizations  
January 29<sup>th</sup> – PHS teaching assistant interviews.
- C. Other  
Mr. Lawton was thanked for his quick response to gymnasium heating problems caused by the extremely cold weather.

**Board Member Reports**

- Health Education Advisory Committee – Mrs. Topnick
- NYSASCSD Board Meeting – Mr. Wachtmeister
- Relations Breakfast – Mr. Shimko
- CVES Board Meeting – Mr. Shimko

**Board Members Remarks**

- Mr. Shimko – National School Boards Publication
- Mr. Luguri – SMS Building Project
- Mr. Wachtmeister – Governor's Proposed Budget
- Mr. Merkel – STAR exemption

**Public Comment Regarding  
Agenda Items**

Mr. Getty – PHS has a milk machine that is heavily used. It is a wonderful idea to offer SUNY and CCC courses – enriches the curriculum.

**Adjournment**

There being no further business, Mr. Merkel moved, seconded by Mr. Dowdle that the meeting be adjourned at 9:46 p.m.

Motion carried

Vote on the motion 9 – yes  
0 – no

Lyn Hill  
Clerk Pro Tem

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**HEALTHY CITIZEN** — All students will consistently make healthful choices demonstrating respect for their physical, emotional, and social well-being.

**LIFELONG LEARNER** — All students will develop the skills of self-evaluation and inquiry to engage in the process of lifelong learning.

**RESPONSIBLE CITIZEN** — All students will positively apply understandings of their own and diverse cultures to a changing world.





Mr. Shimko moved, seconded by Mr. Slater that the Board appoint former Board member Theresa Bennett to fill the vacancy until the next election.

Motion carried  
Vote on the motion 8 – yes  
0 – no

Mrs. Bennett signed her oath of office.

**Executive Session**

Mr. Wachtmeister moved, seconded by Mr. Slater that the Board go into Executive Session at 6:13 p.m. for the purpose of discussing matters as provided for in Board Policy 2330 (employment of particular persons).

Motion carried  
Vote on the motion 9 – yes  
0 – no

The Board returned to public session at 7:30 p.m.

**Pledge of Allegiance**

Girls Volleyball Team Captain Kim Bezio led the pledge.

**Mission Statement and Core Values Readers**

Elizabeth Tregan read the District’s Mission Statement and Sabrina Morris read the District’s Core Values. Both are captains of the Girls Volleyball Team.

**Spotlights**

Football Sectional Partnership (due to time constraints this was rescheduled until the next meeting)

Stafford Middle School Technology Program – Middle School Technology teacher Keith West and students Colleen Holcomb and Eliza Anderson narrated a PowerPoint presentation on the process of designing and manufacturing writing trays. The writing trays were designed to fit the new auditorium seating to be used for testing, etc.

**Report**

There was no report scheduled.

**General Public Comment**

No one spoke.

**Consent Agenda Items**

Mr. Dowdle moved, seconded by Mr. Luguri that the Board approve the consent agenda items with the modifications to the agenda.

**Minutes**

The Board approved the minutes of the meeting of the Board of Education held on January 22, 2004.

**Adoption of the Agenda**

The Board adopted the agenda for the meeting of the Board of Education being held February 12, 2004 with the rescheduling of the Football Sectional Partnership report.

**CPSE and CSE Recommendations**

Based upon the recommendation of the Committees on Preschool Special Education and Special Education and the completion of due process requirements, the Board approved the classifications, program modifications, continuing placement in comparable program, and triennial evaluation and re-evaluation as presented below:

A. Classifications

<u>I.D.#</u>	<u>Classification As</u>	<u>Program</u>
PS350	Preschool child with a disability	Provide Speech – 3x60 mn./wk., SEIT – 2x60 mn./wk.
PS349	Preschool child with a disability	Provide Counseling – 1x60 mn./wk., SEIT – 2x60 mn./wk., OT evaluation to be conducted.
08534	Emotionally Disturbed	Place in full day 8:1:2 program. Provide counseling - 2 X 30 mn./wk.
08973	OHI	Provide 15:1 - 5 X 90 mn./wk., OT - 2 X 30 mn./wk.
08584	OHI	Provide Resource Room support - 5 X 40 mn./wk., Testing modifications.

B. Program Modifications

<u>I.D.#</u>	<u>Location</u>	<u>Program Modifications</u>
PS280		Increase TA to 4 hrs./day. Provide an OT evaluation.
PS319		Update goals.
04724	PHS	Add CTM – 120 mn./day for Global Studies, English & Math – retroactive 1/26/04.
06950	Momot	Add testing modifications.
09263	Momot	Decrease 8:1:2 full day program to 15:1 - 5 X 3 hrs./day. and 8:1:2 - 40 mn./day.
04626	PHS	Delete Resource Room. Add 15:1 - 5 x 80 mn./wk.
08991	Oak St.	Reduce 15:1 services to 5 X 40 mn./wk.
07149	Oak St.	Increase 15:1 class instruction - 5 x 40 mn./wk., 15:1 - 3 X 40 mn./wk., RR - 5 X 30 mn./wk. Add testing mods.
06532	Oak St.	Increase 15:1 class instruction. Remove SNS. Increase Resource Room Support.05

05903 CVES/Duken Remove Community Speech.  
05808 SMS Reclassify as OHI. Drop Speech.

C. Triennial Evaluation and Re-evaluation

<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>
10106	06227	09082	04323	05808

D. Continuing Placement in Comparable Program

<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>
10109	09636	10106

Motion carried Vote on the motion 9 – yes  
0 – no

**Correspondence**

A number of correspondences were received: from Rabbi Steinberg regarding information on religious dates, Senator Little regarding her position on the Governor’s Budget, the Secretary of Education regarding the Mathematics and Science Initiative, NYSTRS regarding increase in rates, Commissioner Mills regarding Rod Sherman’s participation in the State’s Math Standards Committee, and Mr. King regarding a check for BOCES aid. A copy of correspondence to Mr. J.W. Wiley regarding partnership ideas was also provided for Board information.

**Executive Session**

Mr. Wachtmeister moved, seconded by Mr. Morris that the Board go into Executive Session at 7:55 p.m. for the purpose of discussing matters as provided for in Board Policy 2330 (employment of particular persons).

Motion carried Vote on the motion 9 – yes  
0 – no

The Board returned to public session at 8:45 p.m.

**Old Business (► Items scheduled for discussion.)**

**Capital Projects**

Ms. Hill updated the Board on items remaining to be finished. There were no new change orders to report.

The first phase of the new facilities project will be sent to the State Education Department in March. The District has been advised to proceed with sending the second phase to the State Education Department in June.

**Principals’ Recruitment**

Dr. Kavanaugh updated the Board on the process. Candidates will be completing the Gallup Survey next week. The committees will be meeting on the 24<sup>th</sup> to prepare summaries for the Board. In response to a question from Mr. Shimko, Dr. Kavanaugh noted there have been ample opportunities for individuals to provide feedback to the Board through surveys and comments after the candidate forums as well as through committee members.

**2004/2005 Budget Planning**

Dr. Kavanaugh and Ms. Hill reviewed information on cost of living increases v spending increases (percentage and dollar amounts), the governor's proposals over the past 7 years, information from Senator Little's Office regarding 2000/01 wealth, expenditure, revenue and state aid data ranked by actual valuation decile for major school districts and state aid comparison, 2004/2005 estimated budget projection with adjustments for retirements and unspent reserves allocated, and line-by-line current v proposed budget, and request and rationale for a new school bus. Dr. Kavanaugh reported administration is anticipating leaving unfilled the PHS business education positions and an elementary position. This would save an additional \$75,000. The information presented is consistent with the Board's request.

**Pass for Local Diploma**

**Extracurricular Code of Conduct**

In response to a question from a Board member, Dr. Kavanaugh reported that Mr. Glasgow is working on revisions to the code.

**New Business  
Business**

**A. Budget Transfer**

Mr. Shimko moved, seconded by Mr. Slater that the Board approve the 2003/2004 budget transfer presented below:

<u>Amount</u>	<u>From</u>	<u>To</u>	<u>Purpose</u>
\$60,000	A9060.800-45 Employee Benefits (Health Insurance)	A9060.150-42 Employee Benefits (Buyout)	To cover employee insurance buyout

Motion carried Vote on the motion 9 – yes  
0 – no

**B. Budget Status Report for January 2004 was provided for information.**

**C. Donation**

Mrs. Bennett moved, seconded by Mr. Wachtmeister that the Board accept a donation from Curtis Doors in the amount of five hundred (\$500) dollars, which is intended to continue support for the Stafford Middle School Modular Technology Program.

Motion carried Vote on the motion 9 – yes  
0 – no

**D. Master Consulting Services Agreement – The Gallup Organization**

Mr. Shimko moved, seconded by Mr. Slater that the Board authorize the Superintendent of Schools to sign a Master Consulting Services Agreement with The Gallup Organization as presented in Appendix I.

Motion carried Vote on the motion 9 – yes  
0 – no

**E. Memorandum of Understanding – Clinton County Retired & Senior Volunteer Program (RSVP)**

Mr. Merkel moved, seconded by Mr. Luguri that the Board authorize the Superintendent of Schools to sign the Memorandum of Understanding with Clinton County Retired & Senior Volunteer Program (RSVP) as presented in Appendix II.

Motion carried Vote on the motion 9 – yes  
0 – no

**F. Bid Awards – Project Lead The Way**

Mr. Slater moved, seconded by Mr. Wachtmeister that the Board award the bid for computers, software, technology engineering equipment and supplies in connection with Project Lead the Way through Monroe 2-Orlean BOCES.

Motion carried Vote on the motion 9 – yes  
0 – no

**G. Acceptance of Grant-In-Aid**

Mr. Morris moved, seconded by Mr. Dowdle that the Board accept a grant-in-aid in the amount of \$50,000 as additional general purpose aid.

Motion carried Vote on the motion 9 – yes  
0 – no

**Personnel**

**A. Resignations**

1) Mr. Dowdle moved, seconded by Mr. Morris that the Board accept Leonard Schlacter's resignation for retirement purposes from his teaching position, effective August 11, 2004. Mr. Schlacter has worked in the district since 1972.

Motion carried Vote on the motion 9 – yes  
0 – no

2) Mr. Shimko moved, seconded by Mr. Dowdle that the Board accept Ranieri Rotelli's resignation for retirement purposes from his teaching position, effective June 30, 2004. Mr. Rotelli has worked in the district since 1979.

Motion carried Vote on the motion 9 – yes  
0 – no

3) Mr. Wachtmeister moved, seconded by Mr. Merkel that the Board accept Anthony Nero's resignation for retirement purposes from his teaching position, effective June 30, 2004. Mr. Nero has worked in the district since 1978.

Motion carried Vote on the motion 9 – yes  
0 – no



**B. Leaves of Absence**

1) Mr. Shimko moved, seconded by Mr. Slater that the Board approve Lorraine Regan's request for an unpaid leave of absence for childrearing purposes, effective March 8, 2004 until the start of the 2004/2005 school year.

Motion carried                                 Vote on the motion 9 – yes  
0 – no

2) Mr. Dowdle moved, seconded by Mr. Slater that the Board approve Tracey Giroux's request for an unpaid leave of absence for childrearing purposes, effective February 7, 2004 until May 17, 2004.

Motion carried                                 Vote on the motion 9 – yes  
0 – no

3) Mr. Luguri moved, seconded by Mr. Wachtmeister that the Board approve Marlene Reil's request for an unpaid leave of absence for medical reasons, effective February 1, 2004 through June 30, 2004.

Motion carried                                 Vote on the motion 9 – yes  
0 – no

**C. Appointments**1) Teaching Assistant

Mr. Luguri moved, seconded by Mr. Wachtmeister the Board approve the following regular probationary appointment:

Name of appointee: Karla Gratto  
Tenure area: Teaching Assistant

Date of commencement of the  
3-year probationary appointment: February 25, 2004

Expiration date of the  
3-year probationary appointment: February 24, 2007

Certification status: PreK-6, Health, Biology &  
General Science

Initial assignment: Special Education –  
Plattsburgh High School

Base salary: Step 1

Motion carried                                 Vote on the motion 9 – yes  
0 – no

2) Substitute and Tutoring Staff

Mr. Dowdle moved, seconded by Mr. Slater that the Board approve the appointment of the substitute and tutoring staff as presented below:

<u>Name</u>	<u>Status</u>	<u>Position</u>	<u>Certification</u>	<u>Type</u>
Rolland Benware	Non-Certified	Substitute Teacher		Regular
Tammie Champagne	Non-Certified	Substitute Teacher		Regular
Tammie Champagne	Non-Certified	Tutor		Regular
Carrie Converse	Certified	Substitute Teacher		Regular
John Dexter	Non-Certified	Substitute Teacher		Regular
Amanda Dion	Certified	Substitute Teacher		Regular

Heather Drinkwine	Certified	Substitute Teacher	Regular
Kellie Fornecker	Certified	Substitute Teacher	Regular
Corie Gaidusek	Non-Certified	Substitute Teacher	Regular
Deborah Giroux	Certified	Tutor	Regular
Deborah Giroux	Certified	Substitute Teacher	Regular
Nathaniel Hathaway	Certified	Substitute Teacher	Regular
Shelagh Jones	Non-Certified	Substitute Teacher	Regular
Roy Kretzler	Non-Certified	Substitute Teacher	Regular
Kristian Kuhlmann	Non-Certified	Substitute Teacher	Regular
Jane Owens	Certified	Substitute Teacher	Regular
*Christopher Peroza	Certified	Substitute Teacher/ School Counselor	Emerg. Conditional
Joan Riani	Certified	Substitute Teacher	Regular
Amy Tolosky	Certified	Substitute Teacher	Regular
Adam Travis	Certified	Substitute Teacher	Regular
Adam Travis		Substitute Teaching Assistant	Regular
Mary Trombley	Non-Certified	Substitute Teacher	Regular
Jennifer Welch	Certified	Substitute Teacher	Regular
**Michelle J. Barber	n/a	Substitute Typist	Regular
		*effective February 5, 2004	
		**effective February 9, 2004	

Motion carried Vote on the motion 9 – yes  
0 – no

**Instructional**

**A. Out of State Conference Requests**

Based on Mrs. Carrino’s recommendation, Mr. Luguri moved, seconded by Mr. Wachtmeister that the Board approve the requests of John Haubner, Kate Messner, Kym Duffina, and Bryan Gottlob to attend the “Connected Classroom Conference” in Boston, MA on March 17-19, 2004. This conference focuses on the use of technology in the classroom and will further provide ongoing staff development for these individuals. The expenses for the conference are included as part of the Title IID Technology Grant.

Motion carried Vote on the motion 9 – yes  
0 – no

**B. Field Trip Request**

Based on Mrs. Lamberti’s request, Mr. Morris moved, seconded by Mr. Wachtmeister that the Board approve the attendance of 4-6 Oak and Momot Elementary School students and 3 chaperones at the Learn and Serve Conference in Kerhonkson, New York, March 15-17, 2004. All expenses will be paid for by the State Education Department.

Motion carried Vote on the motion 9 – yes  
0 – no



**C. 2004 Shared Decision Making Biennial Review Report**

Mr. Slater moved, seconded by Mr. Wachtmeister that the Board accept the 2004 Shared Decision Making Biennial Review Report and authorize the Board President to sign the file copy. (Appendix III)

Discussion: Dr. Kavanaugh with input from Mrs. Carrino and Mr. Shimko (members of DWEIC) clarified some of the responses. The completion of the document was done with the input of the District-wide Educational Improvement Council (DWEIC).

Motion carried

Vote on the motion 9 – yes  
0 – no

**D. New Program Proposals – Budget Year 2004/2005**

Mrs. Carrino reviewed the proposals and responded to questions from the Board.

**Concluding Reports and Remarks  
Superintendent's Reports****A. Standards Update**

Dr. Kavanaugh reported that, based on preliminary reports, 83.3% of the 5<sup>th</sup> grade students met or exceeded standards on the social studies test up from 76% the previous year. A report on the January Regents exams will be presented at a future meeting.

**B. School Board Organizations**

- March 23 is the Small Cities Association legislative
- March 25 at 7 pm is the first meeting of the Business Technology Advisory Council.

**C. Other**

- At a meeting with area superintendents, Senator Little expressed concern regarding flex aid, special education aid, and BOCES aid cuts. She expressed interest in sharing of services between districts and with municipalities and is supportive of middle college proposals.
- Next issue of POPS should be mailed next week.
- The draft staff student relations policy will be reviewed with members of the teachers' association as well as CSEA representatives.
- Mr. Glasgow has made arrangements for use of the college field house for graduation due to safety issues relating to capacity of the PHS gymnasium.

**Board Member Reports**

DWEIC – Mr. Shimko  
Legislative and Budget Updates – Mr. Wachtmeister

**Board Members Remarks**

Mr. Holcomb noted that with Mrs. Topnick's resignation the position of Vice-president of the Board is vacant Mr. Holcomb asked it be placed on the next agenda.



-----**2003/2004 DISTRICT GOALS**-----

*Through shared decision making and broad involvement as we build community together, we will...*

- Enhance Curriculum Alignment
- Address CDEP Priorities
- Assure ongoing facility improvement
- Promote Community Partnerships
- Strengthen the continuous improvement process
- Recognize diverse needs and talents
- Increase communication
- Assure strong new leadership
- Address challenging budget constraints

-----**STRATEGIC FOUNDATION**-----

**— CORE VALUES —**

We, the students, teachers, parents, Board of Education, and staff of the Plattsburgh City School District value...

**Continuous Improvement** — we create a learning community where every member is committed to and supported in doing better.

**Accountability** — we are responsible for student development and achievement.

**Integrity** — we address all aspects of our mission with honesty and compassion.

**Building Community** — we recognize and respect the diversity of all and encourage active participation and open communication in all aspects of our mission.

**— MISSION —**

Our mission is to educate each student of the Plattsburgh City School District by creating challenging, supportive, and interactive learning that advances intellectual, physical, social, and cultural development.

**— VISION —**

The Plattsburgh City School District will be recognized and admired for demonstrated excellence and student success. We will welcome all members of our community, embrace their diversity, and create partnerships without barriers with students, families, teachers, staff, and local agencies to improve the quality of life for all. Our schools will be centers of wellness, defined by an energized joy of learning that promotes positive self-esteem and develops well-rounded individuals as well as a community of life long learners. We will be advocates for change that creates a culture of openness and acceptance with foundations of integrity and accountability.

-----**DISTRICT STUDENT STANDARDS**-----

**CRITICAL THINKER** — All students will be capable of problem solving, decision making, and risk taking enabling them to function in an efficient, productive way in society.

**EFFECTIVE COMMUNICATOR** — All students will develop the skills necessary to communicate effectively.

**HEALTHY CITIZEN** — All students will consistently make healthful choices demonstrating respect for their physical, emotional, and social well-being.

**LIFELONG LEARNER** — All students will develop the skills of self-evaluation and inquiry to engage in the process of lifelong learning.

**RESPONSIBLE CITIZEN** — All students will positively apply understandings of their own and diverse cultures to a changing world.

**PLATTSBURGH CITY SCHOOL DISTRICT  
Plattsburgh, New York**

Minutes of the meeting of the  
**Board of Education**  
held on February 26, 2004 – 6:00 p.m. – Duken School Building

**Roll**

Board of Education

Theresa Bennett – present  
Dale Dowdle (Vice-president) – present  
Richard Holcomb (President) – present  
Peter Luguri – excused  
David Merkel – present  
Clayton Morris – present  
Robert Shimko – present  
David Slater – present  
Fred Wachtmeister – present (arrived 6:06 p.m.)

Others

Michelle Kavanaugh, Ed.D. (Supt. of Schools) – present  
Lyn Hill (Ass't Supt. for Business Affairs) – present  
Dennis Curtin (School Attorney) – excused  
Mary Huckeba (District Clerk) – present  
District Administrators - Thelma Carrino – present  
John Fairchild – present  
Michael Flynn – present  
Thomas Glasgow – present  
Rosemary LaMarche – present  
Mary Louise Lamberti – present  
C. Joseph Staves – present  
Thomas Tregan – present  
Paul Wight – present

**Executive Session**

Mr. Slater moved, seconded by Mr. Shimko that the Board go into Executive Session at 6:03 p.m. for the purpose of discussing matters as provided for in Board Policy 2330 (employment of particular persons, Superintendent's evaluation).

Motion carried

Vote on the motion 7 – yes  
0 – no

6:06 p.m. – Mr. Wachtmeister arrived.

The Board returned to public session at 7:41 p.m.

**Pledge of Allegiance**

Momot Elementary School student Sophie Ward led the Pledge of Allegiance.

**Mission Statement and  
Core Values Readers**

Sophie Ward read the District's Mission Statement and Martha Schultz read the District's Core Values. Both are students at Momot Elementary School.

**Spotlight**

Momot Music Theater – Roxanne LaBarge introduced student members of the cast of “Oliver Twist.” The students sang three songs from the musical. Present were students Katie Ambrosio, Samantha Berry, Sierra Caramia, Una Creddon-Carey, Rachael Cregan, Stephanie Cutaiar, Meagan Gadzuk-Shea, James Gattie, Brendan Hill, Keirstin Jabaut, Mitchell Kilkeary, Lizzie Mahan, Hillary Miller, Casey O’Connell, Kelly Quinn, Kiersten Rabideau, Chelsie Reil, Emily Schultz, Martha Schultz, Shannon Vallieres, and Sophie Ward and teachers, Mary Gertsch-Cochran and Kari Herkalo.

**Reports**

- Football Sectional Partnership – Mr. C. Joseph Staves, Athletic Director, reported on the Section 7 / Section 10 Football Merger.
- CDEP (Comprehensive District Education Planning) Report – Dr. Kavanaugh presented a report on “Unlocking Strategies for Continuous Improvement” based on CDEP priorities. She thanked all for their collaborative work on sharing best practices and work for improving the achievement of all learners. Dr. Kavanaugh responded to questions and comments from Board members.

**General Public Comment**

No one spoke.

**Consent Agenda Items**

Mr. Shimko moved, seconded by Mrs. Bennett that the Board approve the consent agenda items.

**Minutes**

The Board approved the minutes of the meeting of the Board of Education held on February 12, 2004.

**Adoption of the Agenda**

The Board adopted the agenda for the meeting of the Board of Education being held February 26, 2004.

**CPSE and CSE Recommendations**

Based upon the recommendation of the Committees on Preschool Special Education and Special Education and the completion of due process requirements, the Board approved the classification, program modifications, continuing placement in comparable program, triennial evaluations and re-evaluations, and non-classification as presented below:

A. Classification

<u>I.D.#</u>	<u>Classification As</u>	<u>Program</u>
06892	Speech Impaired	Provide Resource Room Support - 5 X 40 mn./wk., Provide Speech Therapy - 2 X 30 mn./wk.

B. Program Modifications

<u>I.D.#</u>	<u>Location</u>	<u>Program Modifications</u>
03788	CVES	Change to full day at CVES. Effective 2/10/2004.
08874	PHS	Change placement from Resource Room to Alternative Education. CTM - 2.5 hrs./day.
09093	SMS	Change placement of 8:1:2 Math to 7th grade Math.
05560	SMS	Reduce TOD to 1 hr. per week. Add Counseling - 1 X 40 mn./wk. by fluent signer.
05063	SMS	Drop 15:1 Reading.
06184	CVES	Add 1:1 aide - retroactive to 2/2/04.
06475	Oak St.	Add RR - 5 X 40 mn./wk. Remove CTM services.

C. Triennial Evaluations and Re-evaluations

<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>
06475	05021	06229	06768	08076
05670				

D. Continuing Placement in Comparable Program

<u>I.D.#</u>
06254

E. Non-classification

<u>I.D.#</u>
04620

Motion carried Vote on the motion 8 – yes  
0 – no

**Correspondence**

Copies of a letter from Senator Little and a letter from the Campaign for Fiscal Equity were given to Board Members. Dr. Kavanaugh noted that in Senator Little’s letter there were some specific ideas which school districts might implement. The letter from CFE announced a meeting in Lake Placid on April 1, 2004, 6:30-8:30 p.m. The District has been invited to provide comments on how Plattsburgh will be impacted by the CFE decision. Mr. Shimko received correspondence addressed to him at the district from a national political campaign asking him to donate money.

**Old Business (► Items scheduled for discussion.)**

**► Capital Projects**

Ms. Hill reported the SMS Project is winding down. Punch list items are being completed. The plan to submit Phase I of the new project to SED in early March is still on target and plans are still progressing on Phase II.

**► Principals’ Recruitment**

The Gallup Assessment has been completed and the committees met to develop short profiles of the finalists. The Board is getting closer to making their decision.

► 2004/2005 Budget Planning

The Health Consortium approved a 10% increase in premiums. The district had budgeted for 15% increase. This translates to a .5 reduction in the projected tax rate increase, which brings it to a 3.8% tax increase. This is without projecting any increase in assessments – 1% increase in assessed value translates to 1% decrease in tax rate. In the Board packet was information on class size and staffing. The District received good information on workmen’s compensation paid losses, which translates to a decrease in the district’s contribution.

55/65 Pass for Local Diploma

Extracurricular Code of Conduct

New Business  
Business

Treasurer’s Report

Mrs. Bennett moved, seconded by Mr. Slater that the Board accept the January 2004 Treasurer’s Report as presented in Appendix I.

Motion carried

Vote on the motion 8 – yes  
0 – no

9:14 p.m.– Mr. Wachtmeister stepped out of the meeting.

Financial Consultant Services Agreement

Mr. Merkel moved, seconded by Mr. Shimko that the Board pass the following:

BE IT RESOLVED BY THIS BOARD OF EDUCATION AS FOLLOWS: The firm of Bernard P. Donegan, Inc., is hereby designated financial consultant to the Plattsburgh City School District. Said firm shall be compensated for its services to be rendered in connection with the \$10,500,000 Capital Project in accordance with its proposal letter dated January 27, 2004. The President of the Board of Education is hereby authorized to execute and deliver said proposal letter. (Appendix II) This resolution shall take effect immediately.

Motion carried

Vote on the motion 7 – yes  
0 – no

Board Policy and Exhibits

1) 9280-E Professional Staff Development Inservice Credit Application (Appendix III) was presented for first review. Dr. Kavanaugh explained reason for changes.

2) 3200-E Plattsburgh City School District Organizational Chart (Appendix IV) was presented for first review. This needs to be reviewed annually and was reviewed by the Policy Review Committee.





SMS Weight Training

(20 sessions maximum per activity) Jason Nisoff

Motion carried

Vote on the motion 8 – yes  
0 – no**Instructional****A. School Calendars 2004/2005, 2005/2006, and 2006/2007**

Mr. Morris moved, seconded by Mr. Dowdle that the Board adopt the school calendars presented in Appendix VII.

Discussion: Mr. Wachtmeister expressed his disappointment that the committee went back to the full week vacation in February, which results in 7 weeks without a break. He suggested that in the future there be long weekends instead of such an extended period between breaks.

Motion carried

Vote on the motion 7 – yes  
1 – no (Mr. Wachtmeister)**Concluding Reports and Remarks  
Superintendent's Reports****A. Standards Update**

- Mr. Fairchild reviewed the Summary of the Mathematics A January 2004 exam. Results were positive. Mr. Fairchild felt it was a very fair exam for the students.
- Mr. Fairchild reported on January 2004 Regents Week activities. Mr. Fairchild and Mr. Glasgow both felt it was a much better use of time this year than in past years.
- Mrs. Carrino reported on a recent meeting with the Guidance Department. As part of the transitioning of 8<sup>th</sup> graders to PHS, there was discussion on using January Regents Week as a time for 8<sup>th</sup> graders to visit PHS.
- Dr. Kavanaugh provided a summary of grants.
- The Business/Technology Advisory Council met on Wednesday night. There was interest in supporting the District's technology program.

**B. School Board Organizations**

- March 10 at 2 p.m. meeting with public library staff on developing partnerships.
- March 13 joint Clinton and Essex Counties School Boards meeting in Lake Placid.
- March 24 at 11:50 a.m. student lunch with juniors
- April 2 at 12:30 p.m. student luncheon with 8th graders
- April 7 at 7:00 p.m. Business/Technology Advisory Council meeting.

**C. Other**

- Due to Mrs. Topnick's resignation there is a vacancy in the Community Health Committee. Mr. Dowdle offered to fill the vacancy. His offer was accepted.
- Board member Mr. Shimko and Student Council President Jeff Meyer were quoted in a recent NYSSBA "On Board" article concerning student liaisons to Boards of Education.

- Momot Principal Mary Louise Lamberti was quoted in a recent "Vanguard" article on Momot's Learn and Serve Program.

**Board Member Reports**

DWEIC – Mr. Shimko  
NYSSBA Article on Student Liaisons to School Boards – Mr. Shimko  
NYSASCSD Albany Meeting – Mr. Wachtmeister

**Board Members Remarks**

Mr. Wachtmeister – District's recent press release notifying taxpayers of the STAR Exemption and taxpayer assistance to apply for federal Earned Income Credit – good public relations.

**Public Comment Regarding Agenda Items**

No one spoke.

**Executive Session**

Mr. Wachtmeister moved, seconded by Mr. Merkel that the Board go into Executive Session at 10:18 p.m. for the purpose of discussing matters as provided for in Board Policy 2330 (employment of particular persons).

Motion carried                                      Vote on the motion 8 – yes  
0 – no

The Board returned to public session at 11:25 p.m.

**Adjournment**

There being no further business, Mr. Slater moved, seconded by Mr. Shimko that the meeting be adjourned at 11:26 p.m.

Motion carried                                      Vote on the motion 8 – yes  
0 – no

Mary S. Huckleba  
District Clerk

-----**2003/2004 DISTRICT GOALS**-----

*Through shared decision making and broad involvement as we build community together, we will...*

- Enhance Curriculum Alignment
- Address CDEP Priorities
- Assure ongoing facility improvement
- Promote Community Partnerships
- Strengthen the continuous improvement process
- Recognize diverse needs and talents
- Increase communication
- Assure strong new leadership
- Address challenging budget constraints

-----**STRATEGIC FOUNDATION**-----

**— CORE VALUES —**

We, the students, teachers, parents, Board of Education, and staff of the Plattsburgh City School District value...

**Continuous Improvement** — we create a learning community where every member is committed to and supported in doing better.

**Accountability** — we are responsible for student development and achievement.

**Integrity** — we address all aspects of our mission with honesty and compassion.

**Building Community** — we recognize and respect the diversity of all and encourage active participation and open communication in all aspects of our mission.

**— MISSION —**

Our mission is to educate each student of the Plattsburgh City School District by creating challenging, supportive, and interactive learning that advances intellectual, physical, social, and cultural development.

**— VISION —**

The Plattsburgh City School District will be recognized and admired for demonstrated excellence and student success. We will welcome all members of our community, embrace their diversity, and create partnerships without barriers with students, families, teachers, staff, and local agencies to improve the quality of life for all. Our schools will be centers of wellness, defined by an energized joy of learning that promotes positive self-esteem and develops well-rounded individuals as well as a community of life long learners. We will be advocates for change that creates a culture of openness and acceptance with foundations of integrity and accountability.

-----**DISTRICT STUDENT STANDARDS**-----

**CRITICAL THINKER** — All students will be capable of problem solving, decision making, and risk taking enabling them to function in an efficient, productive way in society.

**EFFECTIVE COMMUNICATOR** — All students will develop the skills necessary to communicate effectively.

**HEALTHY CITIZEN** — All students will consistently make healthful choices demonstrating respect for their physical, emotional, and social well-being.

**LIFELONG LEARNER** — All students will develop the skills of self-evaluation and inquiry to engage in the process of lifelong learning.

**RESPONSIBLE CITIZEN** — All students will positively apply understandings of their own and diverse cultures to a changing world.

**PLATTSBURGH CITY SCHOOL DISTRICT  
Plattsburgh, New York**

Minutes of the Special Meeting of the  
**BOARD OF EDUCATION**  
held on March 10, 2004 at 5:30 p.m. – Duken School Building

**Appointment of Clerk Pro Tem**

Due to the absence of the District Clerk, Mr. Wachtmeister moved, seconded by Mr. Slater that the Board appoint Michelle M. Kavanaugh to act as Clerk Pro Tem.

Motion carried

Vote on the motion 9 – yes  
0 – no

**Roll**

Board of Education

Theresa Bennett – present  
Dale Dowdle (Vice-president) – present  
Richard Holcomb (President) – present  
Peter Luguri – present  
David Merkel – present  
Clayton Morris – present  
Robert Shimko – present  
David Slater – present  
Fred Wachtmeister – present

Other

Michelle Kavanaugh, Ed.D. (Supt. of Schools) – present

**Pledge of Allegiance**

**Executive Session**

Mr. Shimko moved, seconded by Mr. Slater that the Board go into Executive Session at 5:35 p.m. for the purpose of discussing matters as provided for in Board Policy 2330 (discussion of matters relating to the employment of high school and middle school principals and possible negotiations).

Motion carried

Vote on the motion 9 – yes  
0 – no

The Board returned to Public Session at 7:10 p.m.

**Adjournment**

There being no further business, Mr. Shimko moved, seconded by Mr. Slater that the meeting be adjourned at 7:10 p.m.

Motion carried

Vote on the motion 9 – yes  
0 – no

Michelle M. Kavanaugh, Ed.D.  
Clerk Pro Tem

2003/2004 DISTRICT GOALS

*Through shared decision making and broad involvement as we build community together, we will...*

- Enhance Curriculum Alignment
- Address CDEP Priorities
- Assure ongoing facility improvement
- Promote Community Partnerships
- Strengthen the continuous improvement process
- Recognize diverse needs and talents
- Increase communication
- Assure strong new leadership
- Address challenging budget constraints

STRATEGIC FOUNDATION

— CORE VALUES —

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**RESPONSIBLE CITIZEN** — All students will positively apply understandings of their own and diverse cultures to a changing world.

**PLATTSBURGH CITY SCHOOL DISTRICT  
Plattsburgh, New York**

Minutes of the meeting of the  
**Board of Education**  
held March 11, 2004 – 6:00 p.m. – Duken School Building

**Roll**

Board of Education

Theresa Bennett – present  
Dale Dowdle (Vice-president) – present  
Richard Holcomb (President) – present  
Peter Luguri – present  
David Merkel – present (arrived 6:04 p.m.)  
Clayton Morris – present  
Robert Shimko – present  
David Slater – present  
Fred Wachtmeister – present (arrived 6:06 p.m.)

Others

Michelle Kavanaugh, Ed.D. (Supt. of Schools) – present  
Lyn Hill (Ass't Supt. for Business Affairs) – present  
Dennis Curtin (School Attorney) – present  
Mary Huckeba (District Clerk) – present  
District Administrators - Thelma Carrino – present  
John Fairchild – present  
Michael Flynn – present  
Thomas Glasgow – present  
Rosemary LaMarche – present  
Mary Louise Lamberti – present  
C. Joseph Staves – present  
Thomas Tregan – excused  
Paul Wight – present

**Executive Session**

Mr. Shimko moved, seconded by Mr. Slater that the Board go into Executive Session at 6:01 p.m. for the purpose of discussing matters as provided for in Board Policy 2330 (legal and personnel matters).

Motion carried

Vote on the motion 7 – yes  
0 – no

6:04 p.m. – Mr. Merkel arrived.

6:06 p.m. – Mr. Wachtmeister arrived.

The Board returned to public session at 7:04 p.m.

Mr. Holcomb explained, that due to the early completion of Executive Session and to accommodate student presenters expected to arrive for 7:30 p.m., the Board will start with the Consent Agenda Items and return to the Pledge of Allegiance at approximately 7:30 p.m. when student participants will have arrived.

**Consent Agenda Items**

Mr. Luguri moved, seconded by Mr. Merkel that the Board approve the consent agenda items including the change in the order of the agenda as outlined by Mr. Holcomb.

**Minutes**

The Board approved the minutes of the meeting of the Board of Education held on February 26, 2004.

**Adoption of the Agenda**

The Board adopted the agenda for the meeting of the Board of Education being held March 11, 2004 including the change outlined by Mr. Holcomb.

**CPSE and CSE Recommendations**

Based upon the recommendation of the Committees on Preschool Special Education and Special Education and the completion of due process requirements, the Board approved the classifications, program modifications, continuing placements in comparable programs, triennial evaluations and re-evaluations, and non-classifications as presented below:

**A. Classification**

<u>I.D.#</u>	<u>Classification As</u>	<u>Program</u>
PS357	PS with a disability	Placement in 6:1:1 integrated setting. Speech - 5 X 30 mn./wk., OT - 3 X 30 mn./wk., 1:1 aide - 5 hours/day. Review after 10 weeks.
PS352	PS with a disability	Provide Speech - 2 X 60 mn./wk. Conduct an audiological evaluation.
PS353	PS with a disability	Provide Speech - 2 X 60 mn./wk.
PS354	PS with a disability	Provide Speech - 2 X 60 mn./wk., SEIT - 2 X 60 mn./wk.
PS351	PS with a disability	Provide Speech - 2 X 60 mn./wk., OT - 1 X 60 mn./wk., Counseling - 1 X 60 mn./wk., PT - 1 X 60 mn./wk. - Coordinated services - 1 X 30 mn./month. All services are to be put into effect - 9/7/04.
PS358	PS with a disability	Provide Speech - 3 X 45 mn./wk., SEIT - 2 X 60 mn./wk. - Effective 9/7/2004.
PS361	PS with a disability	Place in 6:1:1 setting - full day. Provide Speech - 5 x 30 mn./wk., OT - 2 X 30 mn./wk.,

PS359	PS with a disability	Provide Speech - 2 X 60 mn./wk.
08736	Emotionally Disturbed	Provide 15:1- 5 X 90 min./wk. Counseling - 1 X 30 mn./wk.

B. Program Modifications

<u>I.D.#</u>	<u>Location</u>	<u>Program Modifications</u>
PS291		Extend speech services through 6/24/04.
PS294		Extend services on IEP through 6/24/04.
PS342		Extend speech services through 6/24/04.
PS327		Decrease speech to 3 X 30 mn./wk.
PS336		Decrease all services of SEIT & Speech by 1 day effective 1/30/04.
PS312		Add 1:1 aide - 4 hrs./dy. Increase OT - 3 times per week.
PS362		Provide OT - 2 X 45 mn./wk.
PS318		Increase Speech - 3 X 60 mn./wk.
PS343		Provide 1:1 aide - 3.5 hrs./wk.
PS273		Decrease SEIT - 2 X 60 mn./wk.
PS289		Add OT 2 X 45 mn./wk., SEIT - 4 X 60 mn./wk. Continue Speech and PT services through 6/24/04.
04614	PHS	Reduce CTM to 120 mn./day.
06271	SMS	Drop 15:1 math. Change 15:1 placement from 3 periods/day to 2 periods/day.
06944	Momot	Drop 15:1 class instruction for ELA. Add RR - 5 X 45 mn./wk.
09072	Momot	Add 15:1 - 5 X 60 mn./wk.
09283	Momot	Change classification to MH.
09393	Momot	Change classification to MH.
06271	SMS	Delete 15:1 math. Change 15:1 placement to 2 periods/day.

C. Triennial Evaluations and Re-evaluations

<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>
06050	02591	07129	09393	09283

D. Continuing Placement in Comparable Program

<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>
PS355	09953	08562	10119	10113
04212				

E. Non-classifications

<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>
PS356	PS360	62094

Motion carried Vote on the motion 9 – yes  
0 – no



**Correspondence**

Two items: A letter from the Clinton County Health department announcing the awarding of a dental hygiene grant and a letter from Mr. Belair regarding the upcoming CVES Board elections were given to Board members.

**Old Business (► Items scheduled for discussion.)**

**► Capital Projects**

Ms. Hill updated the Board. The Stafford Middle School Project is nearing completion. The Board will be receiving a change order for additional security work. Work on the District-wide Facilities Project is progressing on schedule.

**► Principals' Recruitment**

Dr. Kavanaugh reported that this evening's Board action appointing the high school and middle school principals will end the recruitment phase and begin the transition process. Input on the process will be sought from each site. Dr. Kavanaugh thanked the committees for all their work and reviewed the process that started in the fall with national advertising and the sending of brochures statewide to the selection of three finalists by the committees for Board consideration.

**► 2004/2005 Budget Planning**

On going projections based on revised assumptions, as they have become known were reviewed by Ms. Hill. The District has not received any preliminary information on assessments. Mr. Wachtmeister reminded everyone of the need to carefully watch reserves of the C-E-W-W Health Insurance Consortium. Mr. Holcomb noted he was informed reserves have not been used to reduce rates.

**55/65 Pass for Local Diploma**

**Extracurricular Code of Conduct**

**Board Policy 1500 Public Use of School Facilities**

**New Business  
Business**

**Donation**

Mr. Slater moved, seconded by Mr. Merkel that the Board accept the PHS Booster Club's donation of two (2) new treadmills to the Fitness Center. The two new treadmills will replace the original treadmills at a cost of \$8,100 with trade-in.

Mr. Holcomb and Dr. Kavanaugh will send a note of thanks to the PHS Booster Club for their donation and work in keeping the facility's equipment up-to-date.

Motion carried

Vote on the motion 9 – yes  
0 – no

**Budget Status Report** for February 29, 2004 was presented for Board information.

**Participation in Cooperative Bid Coordinated**

by the Capital Region BOCES

Mr. Wachtmeister moved, seconded by Mrs. Bennett that the Board authorize the following resolutions:

The Plattsburgh City School District is authorized to participate in a cooperative bid for the implementation of a Gigabit Ethernet Network services and a DS3 Shared broadband internet service. The Capital Region BOCES will coordinate this cooperative effort.

The Plattsburgh City School District School authorizes the Capital Region BOCES to prepare, advertise, disseminate, open bids and to award contracts for the acquisition of these items on behalf and at the request of the Plattsburgh City School District, in accordance with such bid specifications, to the lowest responsible bidder as is determined by the Capital Region BOCES or to reject any and all such bids; and

Further resolved that the officers and employees of Plattsburgh City School District are authorized to execute such other documents and take such other actions as may be necessary to carry out the intent of this resolution.

Motion carried

Vote on the motion 9 – yes  
0 – no**Board Policy and Exhibits for Adoption**

Mr. Dowdle moved, seconded by Mr. Wachtmeister that the Board adopt the Board Policy and Exhibits listed below. They were presented for first review on February 26, 2004.

- 1) 9280-E Professional Staff Development Inservice Credit Application (Appendix I)
- 2) 3200-E Plattsburgh City School District Organizational Chart (Appendix II)
- 3) 9130 Student-Staff Relations (Appendix III)

Motion carried

Vote on the motion 9 – yes  
0 – no**Business/Technology Advisory Council**

Mrs. Bennett moved, seconded by Mr. Wachtmeister that the Board approve the appointment of the Business/Technology Advisory Council presented below:

Paul Bethka	Franklin Blanks
Noreen Brady	Steve Carpenter
Thelma Carrino	Stephen Couture
James J. Csipak	Michael Deeb
John Haubner	Michelle Kavanaugh
David Lawliss	Susan Levaque
Barry Mack	Ed Marin
Devi Momot	Tony Searing

Anna Sherman  
 Malcolm Snell  
 Keith West

Rod Sherman  
 Bruce Steadman

Motion carried

Vote on the motion 9 – yes  
 0 – no

**Personnel**

**Extra Curricular Appointments – Oak Street School**

Mr. Shimko moved, seconded by Mr. Morris that the Board approve the appointment of staff members listed below as extra curricular advisors at Oak Street School for the 2003/2004 school year. Their rate of pay is based on negotiated contract.

<u>Activity</u>	<u>Advisor</u>
Adventure Based Counseling	Anita Squier
Adventure Based Counseling	Jane Pike
Study Partners	Peg Whipple
Art Club	Emily Hall
Crafts Club	Kathryn Moore
Crafts Club	Nicole Rock
Sewing Club	Christina Coryea
Bird Club	Jane Pike
Cooking Club	Donna Allard
Cooking Club	Maureen King
Cooking Club	Wanda LaRose
Director of Clubs	Laura Dubray

Discussion: It was explained the ideas for extra-curricular activities are presented to the Building SIP and then the building administrator forwards a recommendation to the Superintendent for Board action.

Motion carried

Vote on the motion 9 – yes  
 0 – no

**Substitute Staff**

Mr. Slater moved, seconded by Mr. Merkel that the Board approve the appointment of the substitute staff as presented below:

<u>Name</u>	<u>Certification Status</u>	<u>Position</u>
Michelle Esposito	n/a	Substitute Food Service Helper
Michelle Esposito	n/a	Substitute Teacher Aide
Michelle Esposito	n/a	Substitute School Monitor
Lori Schudde	n/a	Substitute Clerical
Michael Bornhorst	Non-Certified	Substitute Teacher
Jessica Brubach	Certified	Substitute Teacher
Steven Cross	Certified	Substitute Teacher
Lynn Donnaruma	Certified	Substitute Teacher
Kelly Durocher	Certified	Substitute Teacher
Amy Gratton	Certified	Substitute Teacher
Jennifer Greenwood	Certified	Substitute Teacher
Alison Jones	Certified	Substitute Teacher
Janel Kingsley	Non-Certified	Substitute Teacher
Melissa Murray	Certified	Substitute Teacher
Nicholas Pepe	Certified	Substitute Teacher
Amy Pflanz	Certified	Substitute Teacher

James Phillips	Certified	Substitute Teacher
Rebecca Rampolla	Certified	Substitute Teacher
Donna Ruggeri	Certified	Substitute Teacher
Erika Salvatore	Certified	Substitute Teacher
Amy West	Certified	Substitute Teacher

Discussion: It was explained that Mrs. Carrino interviews each substitute teacher and they go through a yearly training as well as fingerprint clearance and reference checks.

Motion carried Vote on the motion 9 – yes  
0 – no

**Coaching Appointments**

Mr. Wachtmeister moved, seconded by Mr. Dowdle that the Board approve the 2003/2004 Interscholastic Coaching appointments of the staff listed. Their rate of pay will be based on negotiated contract.

<u>Sport</u>	<u>Position</u>	<u>Recommendation</u>
Track	Head Coach	Mark Donnelly
	Assistant Coach	Vern Harrison
	Assistant Coach	Jen Meyer
	Assistant Coach	Kevin Richardson
	Assistant Coach	Adam Mehan (Emergency Conditional)
	Assistant Coach	Vickie McMillan
Baseball	JV Coach	Chris Boulé
Softball	Volunteer	Clay Morris
	Volunteer	Jody Emery

Motion carried Vote on the motion 8 – yes  
0 – no  
1 – abstention (Mr. Morris)

**Per Diem Substitutes**

1) Pursuant to Board Policy 9241, Mr. Dowdle moved, seconded by Mrs. Bennett that the Board approve a per diem rate of pay in the amount of \$163.40 for Liliya Endres, effective March 2, 2004. Ms. Endres is substituting for Tracey Giroux at Bailey Avenue School.

Motion carried Vote on the motion 9– yes  
0 – no

2) Pursuant to Board Policy 9241, Mr. Shimko moved, seconded by Mr. Luguri that the Board approve a per diem rate of pay in the amount of \$163.40 for Ed Jones, effective March 2, 2004. Mr. Jones is substituting in the vacant physical education position at Momot Elementary School.

Motion carried Vote on the motion 9 – yes  
0 – no

**Pledge of Allegiance**

Stafford Middle School student Mack Kilkeary led the Pledge of Allegiance.

**Mission Statement and  
Core Values Readers**

Bailey Rabideau read the District's Mission Statement.  
Alexis Harrington read the District's Core Values.  
Both readers are students at Stafford Middle School.

**Spotlight**

Alternative Education at Plattsburgh High School

Mr. Glasgow introduced Judy Sanger, alternative education teacher, and Sharon Pavone, child advocate. Mrs. Pavone explained that the students scheduled to attend decided they preferred to speak to the Board in a less formal setting and therefore are not in attendance. Mrs. Pavone and Mrs. Sanger invited Board members to stop by the alternative education classroom to see the students any Wednesday at 11:00 a.m. Mrs. Sanger spoke about the alternative education program at Plattsburgh High School. Mrs. Pavone spoke about the Alternative Pathway Program that is being developed in partnership with Clinton Community College to expand opportunities for students.

**Report**

Technology

Kate Messner and three of her students (Alexis Harrington, Mack Kilkeary, and Bailey Rabideau) demonstrated how they use technology in their middle school classroom. Mr. Haubner spoke about technology uses and needs district-wide as well as how students like to be in the computer labs not because they have to be there but because they want to be there.

At this point in the meeting, Mr. Holcomb announced that students who would like to leave are welcome to.

**General Public Comment**

Mr. Holcomb reviewed the Board Policy for Public Participation at Board of Education Meetings.

The following people addressed the Board concerning the Stafford Middle School Principalship and the Board decision not to hire an internal candidate.

- Susan Swoboda – school secretary (24 Halsey Court)
- Marla Wolkowicz – parent of student (48 Edgewater Estates)
- Teresa Niles – SMS staff member and SIP chairperson, (63 Cogan Avenue) – spoke on behalf of the staff and asked that all Board members attend the meeting scheduled for Monday morning at 7:15 a.m. in library. Mr. Holcomb invited all board members to attend.
- Dr. James Csipak – parent representative on SIP and DWEIC and other district committees (3 Trafalgar Drive) – announced his resignation from the DWEIC due to his disillusion over the process.

Tenure Appointments

Mr. Shimko moved, seconded by Mr. Luguri that the Board approve the tenure appointments presented below:

- 1) Alison Armstrong-Zantana for tenure in the area of foreign language, effective September 1, 2004. Mrs. Armstrong-Zantana holds NYS provisional certification in the area of Spanish 7-12, effective September 1, 2000.
- 2) Katherine Baker for tenure in the area of social studies, effective September 1, 2004. Ms. Baker holds NYS provisional certification in the area of Social Studies 7-12, effective September 1, 2001.
- 3) Peggy Banker for tenure in the area of elementary education, effective September 1, 2004. Ms. Banker holds NYS provisional certification in the area of Prekindergarten, Kindergarten and Grades 1-6, effective September 1, 2002 and Special Education, effective September 1, 1999.
- 4) Kevin Champagne for tenure in the area of social studies, effective September 1, 2004. Mr. Champagne holds NYS provisional certification in the area of Social Studies 7-12, effective September 1, 2000.
- 5) Paul Cole for tenure in the area of elementary education, effective September 1, 2004. Mr. Cole holds NYS provisional certification in the area of Prekindergarten, Kindergarten and Grades 1-6, effective September 1, 2001 and NYS permanent certification in Reading, effective September 1, 2000.
- 6) Brandy Ducatte for tenure in the area of elementary education, effective September 1, 2004. Ms. Ducatte holds NYS provisional certification in the area of Prekindergarten, Kindergarten and Grades 1-6, effective September 1, 2001.
- 7) Deborah Facticeau for tenure in the area of teaching assistant, effective September 1, 2004. Ms. Facticeau holds a NYS teaching assistant continuing certificate, effective September 1, 2002.
- 8) Shawn Farrell for tenure in the area of mathematics, effective September 1, 2004. Mr. Farrell holds NYS permanent certification in the area of Mathematics, effective September 1, 1999.
- 9) Susan Fresn for tenure in the area of social studies, effective September 1, 2004. Ms. Fresn holds NYS permanent certification in the area of Social Studies 7-12, effective September 1, 2002.
- 10) Catherine Hite for tenure in the area of elementary education, effective September 1, 2004. Ms. Hite holds NYS provisional certification in the area of Prekindergarten, Kindergarten and Grades 1-6, effective September 1, 2000.

11) Brett LaValley for tenure in the area of general special education, effective September 1, 2004. Mr. LaValley holds NYS provisional certification in the area of Special Education, effective September 1, 2001.

12) Mary Maye for tenure in the area of science, effective September 1, 2004. Ms. Maye holds NYS permanent certification in the area of Chemistry 7-12, effective September 1, 2003.

13) Aimee McLane for tenure in the area of general special education, effective September 1, 2004. Ms. McLane holds NYS provisional certification in the area of Special Education, effective February 1, 2001.

14) Katherine Moore for tenure in the area of teaching assistant, effective September 1, 2004. Ms. Moore holds a NYS teaching assistant continuing certificate, effective September 1, 2001.

15) Valerie Parker for tenure in the area of teaching assistant, effective September 1, 2004. Ms. Parker holds NYS provisional certification in the area of Prekindergarten, Kindergarten and Grades 1-6, effective February 1, 2000.

16) Wendy Parker for tenure in the area of elementary education, effective September 1, 2004. Ms. Parker holds NYS permanent certification in the area of Prekindergarten, Kindergarten and Grades 1-6, effective September 1, 2003.

17) Laura Preston for tenure in the area of home economics, effective September 1, 2004. Ms. Preston holds NYS provisional certification in the area of Home Economics, effective September 1, 2000 and in the area of Food and Nutrition, effective February 1, 2000.

18) Nicole Rock for tenure in the area of teaching assistant, effective September 1, 2004. Ms. Rock holds a NYS teaching assistant continuing certificate, effective September 1, 2001.

19) Christina Santella for tenure in the area of school counselor, effective September 1, 2004. Ms. Santella holds NYS permanent certification in the area of School Counselor, effective September 1, 2002.

20) Tomi Seguin for tenure in the area of teaching assistant, effective September 1, 2004. Ms. Seguin holds a NYS teaching assistant continuing certificate, effective September 1, 2002.

21) Amy Sholtis for tenure in the area of science, effective September 1, 2004. Ms. Sholtis holds NYS provisional certification in the area of Biology – General Science 7-12, effective September 1, 2001.

22) Susan Stowe for tenure in the area of teaching assistant, effective September 1, 2004. Ms. Stowe holds a NYS teaching assistant continuing certificate, effective February 1, 2002.

23) Pamela Terry for tenure in the area of teaching assistant, effective September 1, 2004. Ms. Terry holds a NYS teaching assistant continuing certificate, effective February 1, 2002.

24) Karin Trombley for tenure in the area of teaching assistant, effective September 23, 2004. Ms. Trombley holds a NYS teaching assistant continuing certificate, effective September 1, 2002.

25) Michelle Walpole for tenure in the area of elementary education, effective September 1, 2004. Ms. Walpole holds NYS permanent certification in the area of Prekindergarten, Kindergarten and Grades 1-6 and Reading, effective February 1, 2003.

Discussion: Dr. Kavanaugh clarified that the order of tenure appointment does not impact seniority. Seniority is determined by date of hire.

Motion carried

Vote on the motion 9 – yes  
0 – no

### **Principal Appointments**

1) Plattsburgh High School Principal

Before reading her recommendation, Dr. Kavanaugh stated the following about Dr. Hoyt: “Among his areas of strength, Dr. Hoyt impressed the committee with his clear and positive vision for the high school, his innovative thinking and his broad knowledge and love for challenge. Dr. Hoyt has a fascinating and accomplished background through his work in education, in government and in the community. I am confident he will be a True North Star for Plattsburgh High School.”

Mrs. Bennett moved, seconded by Mr. Wachtmeister that the Board approve the following emergency conditional probationary appointment:

Name of appointee: Stephen Hoyt

Tenure area: High School Principal

Date of commencement of the

3-year probationary appointment: April 20, 2004

Expiration date of the

3-year probationary appointment: April 19, 2007

Certification status: Permanent NYS School District Administrator

Assignment: Plattsburgh High School Principal

2003/2004 Base salary: \$89,500 (prorated April 20 – June 30, 2004)



Roll call vote on the motion	Mr. Shimko.....yes Mr. Slater .....yes Mrs. Bennett .....yes Mr. Wachtmeister .....yes Mr. Dowdle.....yes Mr. Holcomb .....yes Mr. Luguri.....yes Mr. Merkel.....yes Mr. Morris.....yes
Motion carried	Vote on the motion 9 – yes 0 – no

2) Stafford Middle School Principal

Before reading her recommendation, Dr. Kavanaugh stated the following about Mrs. Amo and the quality of candidates: “Mrs. Amo impressed us through the process as having a proven record of success in helping all students succeed and in actively reaching out to parents and the community to support student learning. Having distinguished herself as a middle school teacher-leader for 22 years, a district leader in ELA and a highly respected building principal of 8 years, I am confident that she brings the kind of talent, instructional leadership and energy that will continue to keep SMS on the cutting edge.

Of the 43 applications received, we were pleased to have a number of highly qualified candidates. The middle school options were particularly challenging given the outstanding qualities of the final two candidates. The level of difficulty in making that particular decision is actually a credit to the quality of both finalists.”

Mrs. Bennett moved, seconded by Mr. Shimko that the Board approve the following emergency conditional probationary appointment:

Name of appointee:	Patricia Amo
Tenure area:	Middle School Principal
Date of commencement of the 3-year probationary appointment:	July 1, 2004
Expiration date of the 3-year probationary appointment:	June 30, 2007
Certification status:	Permanent NYS School Administrator/Supervisor
Assignment:	Stafford Middle School Principal
2004/2005 Base salary:	\$85,100 (Note: 2003/2004 per diem rate of pay will be based on 2004/2005 salary.)

Roll call vote on the motion	Mr. Morris.....no Mr. Shimko.....yes Mr. Slater .....yes Mrs. Bennett .....yes
------------------------------	---

Mr. Wachtmeister ..... yes  
Mr. Dowdle..... no  
Mr. Holcomb ..... yes  
Mr. Luguri..... yes  
Mr. Merkel..... yes

Motion carried  
Vote on the motion 7 – yes  
2 – no

**Instructional**

**A. Out-of-State Conference Requests**

Based on Mrs. Carrino’s recommendation, Mr. Shimko moved, seconded by Mr. Merkel that the Board approve the request of Mary Louise Lamberti, Melissa Caraballo, Catherine Hite, and Marjorie Brown to attend the Summer Institute on Academic Diversity in Charlottesville, Virginia on July 18-23, 2004. This conference will be funded through the use of Title IIA funds and meets the district’s requirement of “training the trainer.”

8:40 Mr. Luguri stepped out.

Motion carried  
Vote on the motion 8 – yes  
0 – no

**Concluding Reports and Remarks  
Superintendent’s Reports**

Standards Update

- Mrs. Carrino reviewed plans for the March 22, 2004 Staff Development Day activities. Board members were invited to attend.
- Mrs. Carrino is working with secondary administrators on a Guidance Plan and a service learning recommendation.
- School Report cards have been received but are embargoed until March 17.
- The Stafford Middle School Math Counts Team is going to states.
- Mr. Fairchild reviewed information on Science Regents Exams as of February 8, 2004 and Range of Regents Scores in January 2004.

8:42 Mr. Luguri returned.

**Board Member Reports**

- Legislative Update – Mr. Wachtmeister
- CVES Administrative Budget – Mr. Holcomb
- Clinton – Essex – Franklin school Board meeting in Lake Placid – Mr. Shimko

**Board Members Remarks**

None

**Public Comment Regarding  
Agenda Items**

Mr. Holcomb reminded everyone of guidelines reviewed earlier in the meeting.

- Theresa Niles (63 Cogan Avenue) – how does she respond to questions on selection of SMS Principal; how was decision made – two Board members on committee voted no.

- Dr. Kavanaugh responded that the role of the committee was to recommend three finalists for Board of Education consideration, both finalists were outstanding individuals – best match possible. The Board looked at a variety of information from the committees and other individuals who requested their information be shared with the Board and the Board did receive all information concerning both candidates.
- Mr. Holcomb noted that there are tremendous qualities for a candidate who is very popular but a new candidate coming also brings a great deal of passion for learning and education – look at this person and welcome them into a wonderful learning environment.

The following people addressed the Board concerning the Stafford Middle School Principalship and the Board’s decision not to hire an internal candidate.

- Dr. James Csipak
- Marla Wolkowicz
- Gayle Carroll
- Nancy Allen (1 Oliver Court)
- Kevin Richardson
- Dr. James Csipak
- Dr. Christopher Benoit

**Adjournment**

There being no further business, Mr. Merkel moved, seconded by Mr. Dowdle that the meeting be adjourned at 9:22 p.m.

Motion carried

Vote on the motion 9 – yes  
0 – no

Mary S. Huckeba  
District Clerk

-----**2003/2004 DISTRICT GOALS**-----

*Through shared decision making and broad involvement as we build community together, we will...*

- Enhance Curriculum Alignment
- Address CDEP Priorities
- Assure ongoing facility improvement
- Promote Community Partnerships
- Strengthen the continuous improvement process
- Recognize diverse needs and talents
- Increase communication
- Assure strong new leadership
- Address challenging budget constraints

-----**STRATEGIC FOUNDATION**-----

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**Continuous Improvement** — we create a learning community where every member is committed to and supported in doing better.

**Accountability** — we are responsible for student development and achievement.

**Integrity** — we address all aspects of our mission with honesty and compassion.

**Building Community** — we recognize and respect the diversity of all and encourage active participation and open communication in all aspects of our mission.

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-----**DISTRICT STUDENT STANDARDS**-----

**CRITICAL THINKER** — All students will be capable of problem solving, decision making, and risk taking enabling them to function in an efficient, productive way in society.

**EFFECTIVE COMMUNICATOR** — All students will develop the skills necessary to communicate effectively.

**HEALTHY CITIZEN** — All students will consistently make healthful choices demonstrating respect for their physical, emotional, and social well-being.

**LIFELONG LEARNER** — All students will develop the skills of self-evaluation and inquiry to engage in the process of lifelong learning.

**RESPONSIBLE CITIZEN** — All students will positively apply understandings of their own and diverse cultures to a changing world.



**Mission Statement and  
Core Values Readers**

Oak Street School and Momot Elementary School students (Harley Burkhart, Will Homer, Keith Bishop, and Mitchell Kilkeary) read the district's mission statement and core values.

**Spotlights**

- Service Learning: Empathy  
Mr. Flynn introduced Michelle Ouellette, Rebecca Coryea, and Angel Frechette who work with the student on Service Learning. The students spoke about the conference they attended on empathy. Michelle Ouellette spoke about the service learning program.

- Collaboration with John Collins Center & Mountain Lake PBS  
Dr. Kavanaugh introduced presenters from the John Collins Center and Mountain Lake PBS. James Howard (Mountain Lake PBS Educational Outreach Director), Ted Kowalczyk (John Collins Center Director), Tom Neale (John Collins Center Assistant Director) and Michael Glumicich (Mountain Lake PS Media Lab Director and Producer) spoke about the Media Lab at Mountain Lake PBS and the collaboration between the Plattsburgh Housing Authority's John Collins Center and Plattsburgh City School District.

Student participants Stephan Mitchell, Sylvia Gudin, Nathan Parrotte, and Chris Gibson spoke about their work in the media lab.

- At Mr. Holcomb's request, Dr. Kavanaugh introduced Dr. Stephen Hoyt and Mrs. Patricia Amo. Dr. Hoyt was recently appointed Plattsburgh High School Principal starting April 20, 2004 and Mrs. Amo was appointed Stafford Middle School Principal starting July 1, 2004.

**Report**

**General Public Comment**

No one spoke.

**Consent Agenda Items**

Mr. Merkel moved, seconded by Mr. Shimko that the Board approve the consent agenda items.

**Minutes**

- 1) The Board approved the minutes of the meeting of the Board of Education held on March 10, 2004.
- 2) The Board approved the minutes of the meeting of the Board of Education held on March 11, 2004.

**Adoption of the Agenda**

The Board adopted the agenda for the meeting of the Board of Education being held March 25, 2004.

**CSE Recommendations**

Based upon the recommendation of the Committee on Special Education and the completion of due process requirements, the Board approved the classification,

program modifications, continuing placements in a comparable program, and triennial evaluation and re-evaluation as presented below:

A. Classification

<u>I.D.#</u>	<u>Classification As</u>	<u>Program</u>
09123	Speech Impaired	Provide 12:1:1 instruction - 5 X 4 hr./wk., Speech - 3 X 30 mn./wk., Assistive Listening Devices, INS as needed.

B. Program Modifications

<u>I.D.#</u>	<u>Location</u>	<u>Program Modifications</u>
08666	Momot	Add 15:1 class instruction- 5 X 45 mn./wk.
08076	SMS	Add bus transportation.
05735	SMS	Delete 15:1 Math. Add Math 7 instruction.
09259	SMS	Delete time in 8:1:2 by 1 period/day. Place in Regular Education 8th grade Math. Add testing mods.
09894	Bailey	Add PT - 2 x 30 mn./wk.
09805	Bailey	Add 12:1:1 class instruction - 5 X 40 mn./wk.
00266	PHS	Add Special class Global/English - 5 X 80 min/wk. Provide Resource Room Support - 5 X 40 mn/wk. Change to IEP Diploma.
02591	PHS	Discharge from Speech Therapy.
09585	PHS	Change current program - Resource Room support in A.M. with GED instruction in P.M.
09547	PHS	Discontinue Resource Room support - Place in half day CVTECH and GED program for other half day. Provide Indirect Consultant Teacher support.
01607	PHS	Add use of calculator. Provide AIS instruction in Math. Provide Resource Room support every other day.
03052	PHS	Remove from Biology CTM classes.
09668	PHS	Change classification to MH.

C. Triennial Evaluation and Re-evaluation

<u>I.D.#</u>
05578

D. Continuing Placements in a Comparable Program

<u>I.D.#</u>	<u>I.D.#</u>
08647	09668

Motion carried Vote on the motion 8 – yes  
0 – no

**Correspondence**

Correspondences were sent to the PHS Booster Club and GAPP officials in Rastede, Germany. Letters were received from CVES regarding Board Member Election, NYSSBA, and Fairport Schools regarding items of interest to Board members.

**Old Business (▶ Items scheduled for discussion.)**

**▶ Capital Projects**

Ms. Hill updated the Board. The middle school security system installation should be finished next week. Phase I of the new project has been submitted to the State Education Department.

**▶ 2004/2005 Budget Planning**

The proposed 2004/2005 budget projects a 4.32% tax rate increase. The District is waiting for information on assessments. It is expected the results of the Campaign For Fiscal Equity costing out study will be released March 30, 2004.

At Dr. Kavanaugh’s request, Mrs. Carrino reported on plans for the use of Professional Development Funds over the summer. The number of people working on pilot projects will be reduced this summer and there will be a focus on in-house facilitation. This leaves funds for more targeted curriculum and staff development work in Math and ELA. Dr. Kavanaugh commended Mrs. Carrino for her innovative use and maximizing of professional development funds.

**55/65 Pass for Local Diploma**

**Extracurricular Code of Conduct**

**Board Policy 1500 Public Use of School Facilities**

**New Business  
Business**

**Treasurer’s Report**

Mrs. Bennett moved, seconded by Mr. Wachtmeister that the Board accept the February 2004 Treasurer’s Report presented in Appendix I.

Motion carried

Vote on the motion 8 – yes  
0 – no

**SMS Change Order**

Mr. Slater moved, seconded by Mr. Morris that the Board approve Change Order EC-02 for O’Connell Electric in the amount of \$8,041.00 for additional door contacts, wiring, and security cameras.

Motion carried

Vote on the motion 8 – yes  
0 – no

**Board Policy Exhibit – 8122-E Student Accident Report**

Board Policy Exhibit 8122-E Student Accident Report (Appendix II) was presented for first review. This is the form that our new insurance carrier, NYSIR, has requested us to use.





operations hereby authorized and in conducting the election and budget vote.

- 4. Voting machines are authorized for use in the annual election and budget vote.
- 5. Each inspector shall receive either \$150.00 or \$165.00 (if in charge of collecting ballots at the close of election) as compensation for services as an inspector of the annual election/budget vote, and in accordance with the compensation paid to inspectors of elections at the preceding general election.

Discussion: There was a suggestion that students encourage people to vote as well as run for the Board of Education.

Motion carried Vote on the motion 8 – yes  
0 – no

**Appointment of Election Inspectors**

Mrs. Bennett moved, seconded by Mr. Dowdle that the Board appoint Martha Bartoszek, Pearl Burdeau, Marion Carron, Ann Connick, Elizabeth Doyle, Mary Gagnier, MaryLou Griffin, Joyce Haynes, Ruth Kramer, Frances Latinville, Susan McFadden, Janet Quick, and William Quick to act as inspectors of the vote on the annual election/budget vote being presented to voters on May 18, 2004; each inspector shall receive either \$150.00 or \$165.00 (if in charge of collecting ballots at the close of election) as compensation for his/her services as an inspector of the annual election/budget vote in accordance with the compensation paid to inspectors of elections at the preceding general election.

Motion carried Vote on the motion 8 – yes  
0 – no

**Personnel**

**Substitute Staff**

Mr. Wachtmeister moved, seconded by Mr. Dowdle that the Board approve the appointment of the following substitute:

<u>Name</u>	<u>Position</u>
Terri Douglas	Substitute School Monitor

Motion carried Vote on the motion 8 – yes  
0 – no

**Leave of Absence**

Mr. Shimko moved, seconded by Mr. Morris that the Board extend Lillian Delisle’s unpaid leave of absence through April 30, 2004.

Motion carried Vote on the motion 8 – yes  
0 – no



James DeBella  
Steve Crain  
Kelly Ryan

Parent:  
Child's Teacher as defined by Federal Regulations

Strafford Middle School

Chairperson: Claudine Selzer  
Paul Wight / Tom Tregan (alternate)  
School Psychologist: Kelly Ryan  
Parent:  
Child's Teacher as defined by Federal Regulations

Bailey Avenue School

Chairperson: Rosemary LaMarche  
School Psychologist: Steve Crain  
Parent: Lisa Dragoon  
Kristin Ferris (alternate)  
Child's Teacher as defined by Federal Regulations

Oak Street School

Chairperson: Mike Flynn  
School Psychologist: Steve Crain  
Parent: Carol Carpenter  
Karen Peryea (alternate)  
Cindy Bickford Busey (alternate)  
Brenda Mousseau (alternate)  
Child's Teacher as defined by Federal Regulations

Momot Elementary School

Chairperson: Mary Louise Lamberti  
School Psychologist: Suzanne Frechette  
James DeBella (alternate)  
Parent: June Agnew  
Michelle Esposito (alternate)  
Child's Teacher as defined by Federal Regulations

Discussion: There was a question on how much time parents donate to the annual review process. Mrs. LaMarche responded – one to four days. It was stated they should be commended for their participation.

Motion carried Vote on the motion 8 – yes  
0 – no

Coaching Appointments

5) Mr. Wachtmeister moved, seconded by Mr. Slater that the Board approve the 2003/2004 Interscholastic Coaching appointments of the staff listed. Their rate of pay will be based on negotiated contract.

<u>Sport</u>	<u>Position</u>	<u>Recommendation</u>
Baseball	JV Assistant Coach	Louis Maloney
	JV Assistant Coach	Neil Bowlen

Discussion: Mr. Morris asked if there would also be two assistant coaches for softball? Due to a need for clarification:

Mr. Morris moved, seconded by Mr. Dowdle that action on the motion be postponed until the next Board meeting.

Motion to postpone carried	Roll call vote on the motion
	Mr. Merkel.....yes
	Mr. Morris .....yes
	Mr. Shimko .....yes
	Mr. Slater .....yes
	Mrs. Bennett .....yes
	Mr. Wachtmeister .....yes
	Mr. Dowdle .....yes
	Mr. Holcomb .....yes
	Vote on the motion 8 – yes
	0 – no

**Resignation**

Mr. Slater moved, seconded by Mr. Morris that the Board accept Pamela Mooney’s resignation as a monitor effective April 19, 2004.

Motion carried	Vote on the motion 8 – yes
	0 – no

**Instructional**

**Out-of-State Conference Requests**

1) Based on Mrs. Carrino’s recommendation, Mr. Shimko moved, seconded by Mrs. Bennett that the Board approve Debra Plumadore’s request to attend the Century (StarWeb) Users 2004 Conference in Eatontown, New Jersey on May 12 and 13, 2004.

Motion carried	Vote on the motion 8 – yes
	0 – no

2) Mr. Wachtmeister moved, seconded by Mr. Slater that the Board approve Thelma Carrino’s request to attend the Curriculum Mapping: Training of Trainers Conference in Amherst, New Hampshire on June 28 and 29, 2004.

Motion carried	Vote on the motion 8 – yes
	0 – no

**Concluding Reports and Remarks  
Superintendent’s Reports**

**Standards Update**

- 1) School Report Card Report – Mrs. Carrino reviewed the February 2004 school report card. Dr. Kavanaugh noted the district has been deemed to be in good standing.
- 2) Superintendent’s Conference Day – Dr. Kavanaugh and Mrs. Carrino visited many of the sessions. It was a very productive day. There was a concern that school offices were closed making it difficult to reach people. This will be reviewed.

- 3) Teaching Staff Technology Survey – 94% have computers at home and 34% e-mail parents. A student survey is forthcoming.

School Board Organizations

- April 7 – CVES Annual Meeting at 7:30 p.m.
- April 22 – Essex County School Boards Meeting (conflicts with Board meeting)
- April 29 – NYSSBA Urban Schools Consortium Workshop on “Leading City School Students to Success”

Other

- Momot parent Mrs. Cindy Evans asked Dr. Kavanaugh to convey her praise for Mrs. Lamberti and her staff for their help in raising \$1,400 for Families Helping Families. Mrs. Evans also spoke about the care given her late daughter and her daughter who currently attends Momot Elementary School. Mrs. Lamberti does an awesome job.
- Mrs. Linda Haubner, Nurse Practitioner (School), is being inducted as president of the NYS School Nurses Association. On the Board’s behalf, Dr. Kavanaugh will send a letter of congratulations and best wishes.

**Board Member Reports**

- Health Education Advisory Committee – Mr. Dowdle
- District Wide Educational Improvement Council (DWEIC) – Mr. Shimko
- Legislative Update – Mr. Wachtmeister
- Eastern Adirondack Health Care Network Upcoming Presentation – Mr. Shimko
- Workshop on Poverty – Mr. Shimko
- Lunch with PHS Alternative Education Students – Mr. Holcomb
- Casablanca Drama Production – Mr. Merkel
- Boy Scout Breakfast – Mr. Merkel

**Board Members Remarks**

- Mrs. Bennett - Campaign for Fiscal Equity meeting in Lake Placid on April 1, 2004. Dr. Kavanaugh, Mrs. Bennett, and Mr. Wachtmeister indicated they would be attending.

**Public Comment Regarding Agenda Items**

No one spoke.

**Adjournment**

There being no further business, Mr. Morris moved, seconded by Mr. Shimko that the meeting be adjourned at 9:24 p.m.

Motion carried

Vote on the motion 8 – yes  
0 – no

Mary S. Huckleba  
District Clerk

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- 4) Mr. Luguri moved, seconded by Mr. Wachtmeister that the following resolution be passed:  
Resolved that the Board of Education of the Plattsburgh City School District cast one vote for Richard Holcomb for one of the six seats vacant on the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (Champlain Valley Educational Services) Board.

Motion carried	Vote on the motion 8 – yes
	0 – no
	1 – absention (Mr. Holcomb)

- 5) Mr. Wachtmeister moved, seconded by Mr. Luguri that the following resolution be passed:  
Resolved that the Board of Education of the Plattsburgh City School District cast one vote for Richard Malaney for one of the six seats vacant on the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (Champlain Valley Educational Services) Board.

Motion carried	Vote on the motion 9 – yes
	0 – no

- 6) Mrs. Bennett moved, seconded by Mr. Slater that the following resolution be passed:  
Resolved that the Board of Education of the Plattsburgh City School District cast one vote for Michael St. Pierre for one of the six seats vacant on the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (Champlain Valley Educational Services) Board..

Motion carried	Vote on the motion 9 – yes
	0 – no

**BOCES (Champlain Valley Educational Services) Administrative Budget Vote**

Mr. Slater moved, seconded by Mr. Wachtmeister that the Board of Education of the Plattsburgh City School District vote to approve the tentative Administrative Budget of the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services for the 2004/2005 school year.

Motion carried	Vote on the motion 9 – yes
	0 – no

**Other**

Dr. Kavanaugh updated the Board on the status of petitions for Board candidates. Board members offered to help carry petitions for anyone who asks.

**Adjournment**

There being no further business, Mr. Shimko moved, seconded by Mr. Wachtmeister that the meeting be adjourned at 7:27 a.m.

Motion carried

Vote on the motion 9 – yes  
0 – no

Mary S. Huckeba  
District Clerk

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**PLATTSBURGH CITY SCHOOL DISTRICT  
Plattsburgh, New York**

Minutes of the meeting of the  
**Board of Education**  
held on April 22, 2004 – 6:00 p.m. – Duken School Building

**Roll**

Board of Education

Theresa Bennett – present  
Dale Dowdle (Vice-president) – present  
Richard Holcomb (President) – excused  
Peter Luguri – present (left 6:50; returned 7:35)  
David Merkel – present (left 8:18)  
Clayton Morris – present (arrived 6:51)  
Robert Shimko – present (arrived 7:01)  
David Slater – present  
Fred Wachtmeister – present

Others

Michelle Kavanaugh, Ed.D. (Supt. of Schools) – present  
Lyn Hill (Ass't Supt. for Business Affairs) – present  
Dennis Curtin (School Attorney) – present  
Mary Hucekeba (District Clerk) – present  
District Administrators - Thelma Carrino – present  
John Fairchild – present  
Michael Flynn – present  
Thomas Glasgow – excused  
Stephen Hoyt – present  
Rosemary LaMarche – excused  
Mary Louise Lamberti – present  
C. Joseph Staves – excused  
Thomas Tregan – present  
Paul Wight – present

**Executive Session**

Mr. Wachtmeister moved, seconded by Mr. Slater that the Board go into Executive Session at 6:05 p.m. for the purpose of discussing matters as provided for in Board Policy 2330 (legal and personnel matters related to particular persons and contractual negotiations).

Motion carried

Vote on the motion 6– yes  
0 – no

6:50 p.m. – Mr. Luguri left.  
6:51 p.m. – Mr. Morris arrived.  
7:01 p.m. – Mr. Shimko arrived.

The Board returned to public session at 7:25 p.m.

**Pledge of Allegiance**

Stafford Middle School student Jeffrey Donlan led the pledge.

**Mission Statement and  
Core Values Readers**

Jordan Conroy read the district's core values and Zainab Afzal read the mission statement. Both readers are students at Stafford Middle School.

**Spotlight –**

“6<sup>th</sup> Grade Olympics” – Middle School students Samantha Waterhouse and Paul Laughlin narrated a PowerPoint presentation on the 6<sup>th</sup> Grade Olympics. The following middle school teachers were also in attendance: Carolyn Miller, Kathy Donelli, Nona Garrand, Debbie Favro, Nancy Strack, and Diane Smith.

7:35 p.m. – Mr. Luguri returned.

**General Public Comment**

No one spoke.

**Consent Agenda Items**

Mr. Merkel moved, seconded by Mr. Shimko that the Board approve the consent agenda items.

**Minutes**

The Board approved the minutes of the meeting of the Board of Education held on March 25, 2004.

**Adoption of the Agenda**

The Board adopted the agenda for the meeting of the Board of Education being held April 22, 2004.

**CSE Recommendations**

Based upon the recommendation of the Committees on Special Education, Preschool Special Education, and Annual Review Sub-committees and the completion of due process requirements, the Board approved the classifications, program modifications, continuing placements in a comparable program, triennial evaluations and re-evaluations, annual reviews, declassifications, and non-classifications as presented below:

A. Classification

<u>I.D.#</u>	<u>Classification As</u>	<u>Program</u>
09211	Learning Disabled	Place in 12:1:1 - 5 x 4.5 hrs./wk. INS as needed.
10131	Speech Impaired	Place in 12:1:1 - full time - 5 X 4.5 hrs./wk. Speech - 4 X 30 mn./wk.
10127	Speech Impaired	Place in full time 8:1:2 program. Provide Speech - 3 X 30 mn./wk.
10128	Other Health Impaired	Place in 12:1 : 1-5 X hrs./wk. and 8:1:2 for specials.
09916	Speech Impaired	Provide Speech Therapy - 5 X 30 mn./wk.
08618	Learning Disabled	Place in 15:1:1 - 5 X 205 mn./week. Provide Speech - 3 X 30 mn./wk., testing modifications.
07119	Other Health Impaired	Provide Speech - 2 x 30 mn./wk., CTM - 1 x 60 mn./wk., INS - 2 X per day, testing accommodations.
07102	Speech Impaired	Provide 15:1 services - Writing - 3 x 40 mn./wk. and 5

X 40 mn./wk. - Reading,  
Speech - 2 X 30 mn./wk.,  
testing modifications as listed.

B. Program Modifications

<u>I.D.#</u>	<u>Location</u>	<u>Program Modifications</u>
09393	Momot	Add bus transportation.
08642	Momot	Add PT - 2 X 30 mn./wk.
06969	CVES/Center	Change to Home Instruction - 5 X 2 hrs./wk.
09263	Momot	Reduce 12:1:1 to 5 X 40 mn./wk.
PS290		Decrease Teaching Assistant hours to 2.5 hrs./day X 3 days/wk. Reduce SEIT to 3 X per week and OT to 1 X 45 mn./wk.
PS348		Provide OT - 3 X 45 mn./wk.
PS349		Provide OT - 2 X 45 mn./wk.
PS299		Extend IEP through 6/24/04.
PS280		Provide OT - 1 x 45 mn./wk.
PS316		Provide an OT and SI evaluation.
08566	Momot	Add testing modifications.
09289	SMS	Delete 15:1 Science - Add Regular Ed Science.
06254	SMS	Delete 8:1:2 reading and Social Studies. Add Regular Grade 6 Reading and Social Studies.
06609	SMS	Delete 8:1:2 Social Studies. Add Regular Ed - Grade 6 Social Studies.
09870	Bailey	Discharge from OT.
04106	PHS	Discontinue CT in English and American History. Discontinue goal on Regents - add goal on practice GED.
08651	Momot	Change classification to LD.

C. Triennial Evaluation and Re-evaluation

<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>
08642	09286	09263	08651	06801
05055	06599	04118		

D. Continuing Placements in a Comparable Program

<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>
09309	07071	09136	06770	06884
09663	PS364			

E. Annual Reviews

<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>
09304	02444	04799	07793	06969
05851	09308	05413	07812	06567
05890	09284	06192	08037	09063
06227	08592	06952	08583	06229

06183	08253	06187	06184	05477
09267	05840	04579		

F. Declassifications

<u>I.D.#</u>	<u>Declassification as</u>
09875	Other Health Impaired
PS284	Preschool Child With A Disability

G. Non-classifications

<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>
PS363	101294	100995

Motion carried Vote on the motion 8 – yes  
0 – no

**Correspondence**

A number of letters of appreciation were sent to CSE parent members, the Health Education Advisory Committee, Mr. Craig King and Dr. Jurgen Kleist. A letter of congratulations was sent to Linda Haubner. Mr. Holcomb sent letters to Key Communicators and former board members regarding available board seats. A copy of a New Your Post article titled “The School-Spending Racket” was received today from Assemblyman Ortloff and distributed to Board members.

**Old Business (► Items scheduled for discussion.)**

**► Capital Projects**

Ms. Hill updated the Board. There are a few items to complete at Stafford Middle School. There have been meetings to work on schematics on the next project. It is planned to submit Phase II to the State Education Department by July 1<sup>st</sup>.

**► 2004/2005 Budget**

1) 2004/2005 Budget Adoption

At Dr. Kavanaugh’s request, Ms. Hill reviewed a variety of reports related to the budget development process – estimated projections, revenue summary, contingent budget cap worksheet, breakdown of proposed budget into program, administrative, and capital budgets, line-by-line budget status – expenditure and revenue.

Dr. Kavanaugh reviewed the New Program Proposals for the 2004-2005 budget year. The proposals were presented at a previous Board meeting. Dr. Kavanaugh noted that the Special Education component to Elementary Summer School and Kindergarten Plus are not funded in the 2004/2005 proposed budget but it is anticipated they will be funded through the use of grants and re-allocation of other funds.

Mr. Wachtmeister moved, seconded by Mrs. Bennett that the Board adopt the 2004/2005 proposed budget in the amount of \$30,577,282.

Discussion: The Board has come in with a good budget with a tax rate increase within 4% by allocating a large portion of

the fund balance toward the budget in order to maintain current programs. Concern was expressed about the current substitute teacher rate of pay and the need to review the issue.

Roll call vote on the motion	Mr. Luguri.....yes
	Mr. Merkel.....yes
	Mr. Morris.....yes
	Mr. Shimko.....yes
	Mr. Slater .....yes
	Mrs. Bennett .....yes
	Mr. Wachtmeister .....yes
	Mr. Dowdle.....yes

Motion carried	Vote on the motion 8 – yes
	0 – no

2) Property Tax Report Card

Mr. Slater moved, seconded by Mr. Luguri that the Board approve the Property Tax Report Card for 2004/2005 as presented in Appendix I.

Motion carried	Vote on the motion 8 – yes
	0 – no

8:18 p.m. – Mr. Merkel left the meeting.

**55/65 Pass for Local Diploma**

Dr. Kavanaugh has received information from James Kadamus of the State Education Department that further guidance on the issue is forthcoming.

**Extracurricular Code of Conduct**

Mr. Glasgow will have a written report at the next meeting.

**New Business  
Business**

**Land Surveying Work**

Mr. Luguri moved, seconded by Mr. Slater that the Board of Education appoint AES Northeast to perform work in accordance with the Plattsburgh City School District Request for Proposals for Land Survey Work for a fee of \$18,000. Properties to be included are Oak Street, Bailey Avenue, and Broad Street.

Motion carried	Vote on the motion 7 – yes
	0 – no

**Independent Auditors**

Mr. Wachtmeister moved, seconded by Mrs. Bennett that the Board of Education appoint Telling & Conroy, CPA's, as the Independent Auditors, in accordance with their proposal submitted March 31, 2004.

Audit of year ending June 30, 2004	\$8,500
Audit of year ending June 30, 2005	\$8,850
Audit of year ending June 30, 2006	\$9,200

Motion carried	Vote on the motion 7 – yes
	0 – no

**Budget Transfers**

Mr. Morris moved, seconded by Mrs. Bennett that the Board approve the 2003/2004 Budget Transfers listed below:

<u>Amount</u>	<u>From</u>	<u>To</u>	<u>Purpose</u>
\$12,000	A1621.2	A1620.477	To cover increased cost in electricity
	Maintenance Equipment	Electric	
\$37,500	A1621.4		
	Maintenance Contractual		
\$5,500	A1621.5		
	Maintenance Supplies		
\$29,000	A1620.4		
	Plant Operations - Contractual		

Motion carried Vote on the motion 7 – yes  
0 – no

**Board Policy Exhibit – 8122-E Student Accident Report**

Mr. Slater moved, seconded by Mr. Morris that the Board adopt Board Policy Exhibit 8122-E Student Accident Report, which was presented for first review on March 25, 2004. (Appendix II)

Motion carried Vote on the motion 7 – yes  
0 – no

**Donations**

Mrs. Bennett moved, seconded by Mr. Wachtmeister that the Board accept the donations of the equipment listed to the Plattsburgh City School District Music Department.

<u>Donor</u>	<u>Donation</u>
John & Jeannina Sorenson	Bach TR300 trumpet (approximate value \$250)
Mr. & Mrs. Christopher Case	Drum Set (approximate value \$550)
Mrs. Bonnie Harris	Bundy Clarinet (approximate value \$175)

Motion carried Vote on the motion 7 – yes  
0 – no

**Budget Status Report** ending March 31, 2004 was provided for Board information.

**Impartial Hearing Officers**

Mrs. Bennett moved, seconded by Mr. Luguri that the Board approve the following individuals as Impartial Hearing Officers for the Plattsburgh City School District. (Note: This list supersedes all other lists.)

- Kenneth S. Ritzenberg
- Jerome Schad
- Aaron Turetsky
- James Walsh
- Joan Alexander





assignment being Bailey Avenue School, and that he serve the usual and customary probationary period, effective April 26, 2004. Mr. LaValley will be paid on the Entry Level of the CSEA custodial worker salary schedule.

Motion carried Vote on the motion 7 – yes  
0 – no

3) Food Service Helper

Mr. Wachtmeister moved, seconded by Mrs. Bennett that the Board of Education appoint Michelle Esposito as a food service helper, district-wide, with her initial assignment being Stafford Middle School, for 3 hours per day, and that she serve the usual and customary probationary period, effective April 26, 2004. Ms. Esposito will be paid on the Entry Level of the CSEA food service helper salary schedule (hired after 4/1/96).

Motion carried Vote on the motion 7 – yes  
0 – no

4) Extra Curricular Appointments – Momot Elementary Schools

Mrs. Bennett moved, seconded by Mr. Slater that the Board approve the appointment of staff members listed below as extra curricular advisors at Momot Elementary School for the 2003/2004 school year. Their rate of pay is based on negotiated contract.

<u>Activity</u>	<u>Advisor</u>
Momot Music Theatre	Roxanne LaBarge Kari Herkalo Melissa Caraballo Mary Gertsch-Cochran

Motion carried Vote on the motion 7 – yes  
0 – no

5) Coaching Appointments

Mr. Shimko moved, seconded by Mr. Slater that the Board approve the 2003/2004 Interscholastic Coaching appointments of the staff listed, effective April 8, 2004. Their rate of pay will be based on negotiated contract.

<u>Sport</u>	<u>Position</u>	<u>Recommendation</u>
Baseball	JV Assistant Coach	Louis Maloney
	JV Assistant Coach	Neil Bowlen
Softball	Mod. Assistant Coach	Bill Myers

Discussion: Dr. Kavanaugh reported that additional information regarding equity in the athletic program is being collected and will be reported at a future meeting. There was input from Board members on items to be reviewed.

Motion carried Vote on the motion 6 – yes  
1 – no (Mr. Luguri)

**Leave of Absence**

Mr. Slater moved, seconded by Mrs. Bennett that the Board approve Valeri Raugi's request for an unpaid leave of absence for the 2004/2005 school year.

Mr. Luguri stepped out of the meeting.

Motion carried

Vote on the motion 6– yes  
0 – no

**Instructional**

**Field Trip / Fund Raiser Request**

Based on Mr. Glasgow's recommendation, Mrs. Bennett moved, seconded by Mr. Wachtmeister that the Board approve Lauren Johannes-Mihalek request for 20 students to visit Quebec City for 3 days / 2 nights, June 4-6, 2004 and to conduct food/bake sale and candy sale after school fund raisers.

Motion carried

Vote on the motion 6 – yes  
0 – no

**Concluding Reports and Remarks  
Superintendent's Reports**

A. Standards Update

- District Profile, which was prepared by Mrs. Carrino and the Guidance Department, was shared with the Board. Dr. Kavanaugh reported a guidance plan and job descriptions for the Guidance Department are being finalized and will be brought to the Board. Mrs. Carrino noted the District Profile would be updated annually.

Mr. Luguri returned to meeting.

- Foreign Language results were significantly higher this year and the Foreign Language Department should be commended.
- School Partnerships - Dr. Kavanaugh reported on a meeting she and Dr. Hoyt had with Dr. Jurgen Kleist, Chairman & Professor of German of PSUNY's Department of Foreign Language and Literature. They discussed the potential for future partnerships between the school district and the college.
- School Report Card – and need for longitudinal information and biennial review of programs is being started.
- Grant Awards – Barbara Napper of Stafford Middle School received a \$500 grant from Sam's Club; \$1,500 was received from the Center for Independence; and Champlain Valley Family Center is developing a grant to expand the mentoring program to Stafford Middle School.

B. School Board Organizations

The sign-up sheet for pre-board meetings and information on a NYSSBA workshop on urban school programs were passed out.

**Board Member Reports**

PSUNY Speaker – Mrs. Bennett  
Mountain Lake PBS Grant – Mrs. Bennett

**Board Members Remarks**

Mr. Wachtmeister – provided a newspaper article from September 8, 1991 for historical data.  
Mr. Shimko – April is Math month  
Mr. Luguri noted he cannot attend Mr. Dingman 's retirement party and asked that his wishes to Mr. Dingman for a long and healthy retirement be conveyed.  
Mr. Wachtmeister asked whether the Board would like to go on record where additional state revenues to school districts should come from.  
Mr. Shimko suggested the Board have an award for the student who stays to the adjournment of the meeting.

**Public Comment Regarding Agenda Items**

No one spoke.

**Adjournment**

There being no further business, Mrs. Bennett moved seconded by Mr. Morris that the meeting be adjourned at 8:56 pm

Motion carried

Vote on the motion 8 – yes  
0 – no

Mary S. Huckeba  
District Clerk

-----**2003/2004 DISTRICT GOALS**-----

*Through shared decision making and broad involvement as we build community together, we will...*

- Enhance Curriculum Alignment
- Address CDEP Priorities
- Assure ongoing facility improvement
- Promote Community Partnerships
- Strengthen the continuous improvement process
- Recognize diverse needs and talents
- Increase communication
- Assure strong new leadership
- Address challenging budget constraints

-----**STRATEGIC FOUNDATION**-----

**— CORE VALUES —**

We, the students, teachers, parents, Board of Education, and staff of the Plattsburgh City School District value...

**Continuous Improvement** — we create a learning community where every member is committed to and supported in doing better.

**Accountability** — we are responsible for student development and achievement.

**Integrity** — we address all aspects of our mission with honesty and compassion.

**Building Community** — we recognize and respect the diversity of all and encourage active participation and open communication in all aspects of our mission.

**— MISSION —**

Our mission is to educate each student of the Plattsburgh City School District by creating challenging, supportive, and interactive learning that advances intellectual, physical, social, and cultural development.

**— VISION —**

The Plattsburgh City School District will be recognized and admired for demonstrated excellence and student success. We will welcome all members of our community, embrace their diversity, and create partnerships without barriers with students, families, teachers, staff, and local agencies to improve the quality of life for all. Our schools will be centers of wellness, defined by an energized joy of learning that promotes positive self-esteem and develops well-rounded individuals as well as a community of life long learners. We will be advocates for change that creates a culture of openness and acceptance with foundations of integrity and accountability.

-----**DISTRICT STUDENT STANDARDS**-----

**CRITICAL THINKER** — All students will be capable of problem solving, decision making, and risk taking enabling them to function in an efficient, productive way in society.

**EFFECTIVE COMMUNICATOR** — All students will develop the skills necessary to communicate effectively.

**HEALTHY CITIZEN** — All students will consistently make healthful choices demonstrating respect for their physical, emotional, and social well-being.

**LIFELONG LEARNER** — All students will develop the skills of self-evaluation and inquiry to engage in the process of lifelong learning.

**RESPONSIBLE CITIZEN** — All students will positively apply understandings of their own and diverse cultures to a changing world.

**PLATTSBURGH CITY SCHOOL DISTRICT  
Plattsburgh, New York**

Minutes of the meeting of the  
**Board of Education**  
held on May 6, 2004 – Stafford Middle School Auditorium

**Roll**

Board of Education

Theresa Bennett – present  
Dale Dowdle (Vice-president) – present  
Richard Holcomb (President) – present  
Peter Luguri – present (arrived 7:15 p.m.)  
David Merkel – present  
Clayton Morris – excused  
Robert Shimko – present (arrived 7:54 p.m.)  
David Slater – present  
Fred Wachtmeister – present

Others

Michelle Kavanaugh, Ed.D. (Supt. of Schools) – present  
Lyn Hill (Ass't Supt. for Business Affairs) – present  
Dennis Curtin (School Attorney) – excused  
Mary Huckeba (District Clerk) – present  
District Administrators - Thelma Carrino – present  
John Fairchild – present  
Michael Flynn – present  
Thomas Glasgow – excused  
Stephen Hoyt – present  
Rosemary LaMarche – present  
Mary Louise Lamberti – present  
C. Joseph Staves – present  
Thomas Tregan – present  
Paul Wight – present

**Executive Session**

Mr. Merkel moved, seconded by Mr. Slater that the Board go into Executive Session at 6:02 p.m. for the purpose of discussing matters as provided for in Board Policy 2330 (legal and personnel matters related to particular persons and contractual negotiations).

Motion carried

Vote on the motion 6– yes  
0 – no

The Board returned to public session at 6:63 p.m.

There was a brief reception to recognize former Board of Education members.

7:15 p.m. – Mr. Luguri arrived.

**Pledge of Allegiance**

PHS student William Reno led the pledge.

**Mission Statement and  
Core Values Readers**

PHS student Jennifer Lookenbill read the district's Mission Statement and Core Values.

**Spotlights:**

“Former Board Member Recognition”

Mr. Holcomb presented certificates to those in attendance: Superintendent Arthur Momot, Board Members Quinn Ryan, Robert Hynes, and Robert Booth.

“Positive Behavioral Intervention Strategies” (PBIS) – PHS Assistant Principal John Fairchild and PHS Child Advocate Sharon Pavone spoke about PBIS at the high school. Student Jennifer Lookenbill spoke about the Café le Nid and invited Board members to attend on Friday, May 14 at 11:50 a.m. Student William Reno and Melissa Gillis of the Champlain Home for Children spoke about the “orange cards” students receive which reinforce positive behaviors.

“Math-letics” - Mrs. Carrino introduced SMS Math teacher Gale Carroll who spoke about the math competitions in which students participate. Mrs. Carroll highlighted the achievements of the “Math-letics” – Eliza Anderson, Wesley Cook, John Curle, Colin Eldridge, Norman Gates, Matthew Holden, Alison Lutz, Morgan McKinney, Alex Torres-Vera, and Elizabeth Ultee.

7:54 p.m. – Mr. Shimko arrived.

Mr. Holcomb presented a certificate to each Spotlight participant.

**2004/2005 Budget Presentation/Hearing**

Mrs. Carrino presented the District’s Indicators of Excellence. Ms. Hill outlined the proposed budget including challenges to developing the budget, components of the proposed budget, and revenue summary. There were no questions on the proposed budget.

**Report**

Adirondack Community Trust (ACT) Foundation – Cali Brooks of the Adirondack Community Trust Foundation who has been working with Ms. Hill to establish two funds for the district (a donor pass through fund and an organization fund) spoke about the benefits to the district of participation in the foundation. Ms. Brooks responded to questions from the Board.

Mrs. Bennett moved, seconded by Mr. Dowdle that the Board authorize the President of the Board of Education to sign the Organization Fund Agreement (Appendix Ia) and Donor Advised Pass-through Agreement (Appendix Ib) with Adirondack Community Trust.

Motion carried

Vote on the motion 8 – yes  
0 – no

**General Public Comment**

No one addressed the Board.

**Consent Agenda Items**

Mr. Slater moved, seconded by Mr. Wachtmeister that the Board approve the consent agenda items including the

amended "Adoption of the Agenda." The addendum included acceptance of a resignation and appointment of volunteer assistant track coach.

**Minutes**

- 1) The Board approved the minutes of the meeting of the Board of Education held on April 21, 2004.
  
- 2) The Board approved the minutes of the meeting of the Board of Education held on April 22, 2004.

**Adoption of the Agenda**

The Board adopted the agenda and addendum to the agenda for the meeting of the Board of Education being held May 6, 2004.

**CSE Recommendations**

Based upon the recommendation of the Committees on Special Education, Preschool Special Education, and Annual Review Sub-committees and the completion of due process requirements, the Board approved the program modifications, continuing placements in a comparable program, triennial evaluations and re-evaluations, annual reviews, and declassification, as presented below:

**A. Program Modifications**

<u>I.D.#</u>	<u>Location</u>	<u>Program Modifications</u>
06885	Momot	Add transportation. Add use of Time-out.
08736	Momot	Add transportation.
09272	CVES/Center	Provide a PT evaluation.
09879	Momot	Add PT – 2 x 30 mn./wk.
07036	Momot	Add testing modifications.
09072	Momot	Place in 8:1:2 –5 x 40 mn./wk.

**B. Triennial Evaluations and Re-evaluations**

<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>
02532	04088	06272

**C. Continuing Placements in a Comparable Program**

<u>I.D.#</u>	<u>I.D.#</u>
01479	06737

**D. Annual Reviews**

<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>
05478	05936	06195	06615	05808
05589	05948	05798	05948	05934
06697	06248	06644	06895	09275
09271	00313	09309	06737	09266
09272	06252	08584	06194	06272
09102	06666	05716	06289	06741
06631	09236	06849	05863	08091
07072	06824	06240		



E. Declassification

<u>I.D.#</u>	<u>Declassification as</u>
09905	Speech Impaired

Motion carried

Vote on the motion 8– yes  
0 – no

**Correspondence**

A letter was received from the State Comptroller objecting to the Governor’s pension proposal. A letter was received from the NYS Historic Preservation Bureau indicating a need for a study prior to beginning site work at PHS. Copies of letters sent to community members and the Foreign Language Department were in the Board packet.

Mr. Holcomb received a letter from June Heming, a former Board member, explaining she is unable to attend the Board meeting, as she will be out of town.

**Old Business (► Items scheduled for discussion.)**

**► Capital Projects**

Ms. Hill announced that the Stafford Middle School project is almost complete except for some punch list items.

Ms. Hill reviewed the correspondence regarding wetlands. One designation might have a significant impact on the proposed project.

The correspondence from the NYS Office of Parks, Recreation and Historic Preservation is being reviewed.

**55/65 Pass for Local Diploma**

**► Extracurricular Code of Conduct**

Dr. Kavanaugh noted that recommended changes to the Co-curricular Code of Conduct from Mr. Glasgow and Mr. Fairchild were in the Board packet for Board review. The State Education Department has requested all Codes of Conduct be revised by July 15, 2004. There were no questions or comments from Board members.

**Non-resident Tuition**

**► Substitute Teacher Pay Rate**

Dr. Kavanaugh noted that information on substitute teacher rate of pay was provided to the Board. At the June 24, 1999 Board of Education meeting there was discussion on bringing the substitute teacher pay rate to an appropriate level. Dr. Kavanaugh asked Mrs. Carrino who oversees substitute teachers for her input on this issue. Based on the number of substitutes available and rate of pay in the area, Mrs. Carrino reported the district appears to be at an appropriate level. It was noted that the District’s administration feels there is a need for additional staff development funds. Mr. Luguri asked if a survey has been done. Mrs. Carrino responded that no formal survey has been completed; but, when discussing the pay rate when interviewing substitutes, it has not been an issue. Mr. Luguri noted this is not the time in the budget process to address the issue – it is a question of equity and fairness to our students. There was a suggestion of 1/200 of base pay. Mr.

Wachtmeister asked that this issue be discussed in February or March during the budget development process.

**New Business  
Business**

**Treasurer's Report**

Mr. Luguri moved, seconded by Mrs. Bennett that the Board of Education accept the March 2004 Treasurer's Report presented in Appendix II.

Motion carried

Vote on the motion 8 – yes  
0 – no

**Impartial Hearing Officers**

Mr. Wachtmeister moved, seconded by Mr. Shimko that the Board approve the following individuals as Impartial Hearing Officers for the Plattsburgh City School District. (Note: This list supersedes all other lists.)

- Kenneth S. Ritzenberg
- Jerome Schad
- Aaron Turetsky
- James Walsh
- Joan Alexander
- Steven Goldsmith
- Craig Hill
- Martin Kehoe III
- Michael Lazan
- Edward Luban

Motion carried

Vote on the motion 8 – yes  
0 – no

**Authorization to Execute the First Amendment to the PARC  
PILOT Agreement**

Mr. Slater moved, seconded by Mrs. Bennett that the Board pass the following resolution:

WHEREAS, the Plattsburgh City School District Board of Education authorized the President to execute the PARC PILOT Agreement by adopting a resolution on December 21, 2000; and

WHEREAS, it has become necessary to amend the current PARC PILOT Agreement for the purpose of avoiding circumstances where an individual or company who is leasing space from PARC and thereafter purchases the property to not be required to pay both the PILOT payment and local taxes (land and school); and

WHEREAS, the first amendment to the PARC PILOT Agreement contains language to avoid this "double" taxation; now therefore,

BE IT RESOLVED, that the Plattsburgh City School Board of Education does hereby authorize the President to execute the first amendment to the PARC PILOT Agreement.

Discussion: According to counsel, it is revenue neutral and prevents some property owners from being “double” taxed.

Motion carried Vote on the motion 8 – yes  
0 – no

**Owner’s Project Representative**

Mr. Merkel moved, seconded by Mr. Luguri that the Board authorize the Superintendent of Schools to sign a contract with Rick Riker for Owner’s Project Representative services. (Appendix III)

Motion carried Vote on the motion 8 – yes  
0 – no

**Personnel**

**Substitute Staff**

Mrs. Bennett moved, seconded by Mr. Wachtmeister that the Board approve the appointment of the substitute staff as presented below:

<u>Name</u>	<u>Substitute Position</u>	<u>Certification Status</u>	<u>Type of Substitute Appointment</u>
Timothy Duffield	Tutor	Certified	Regular
Nancy Mazurak	Tutor	Certified	Regular
Adam Nichols	Teacher	Non-certified	Regular
Marilee Lambert	Teacher Aide	n/a	Regular
Suzanne Barton	Teaching Assistant	Non-certified	Regular
Suzanne Barton	School Monitor	n/a	Regular
Suzanne Barton	Teacher Aide	n/a	Regular

Motion carried Vote on the motion 8 – yes  
0 – no

**Resignation**

Mrs. Bennett moved, seconded by Mr. Dowdle that the Board accept Kevin Richardson’s resignation from his position as assistant track coach, effective May 18, 2004. His salary will be prorated for nine weeks of the eleven weeks season.

Motion carried Vote on the motion 8 – yes  
0 – no

**Appointments**

1) Elementary Summer School  
Contingent upon passage of the 2004/2005 school budget, Mrs. Bennett moved, seconded by Mr. Dowdle that the Board approve the appointments of the staff members listed in the order below to the 2004 Elementary Summer School Program contingent upon enrollment. Their rate of pay will be based on negotiated contract.

Teachers

Existing Summer School K-5

Peggy McCartney  
 Maureen King  
 Mary Defayette  
 Peggy Gannon  
 Jennifer Jolicoeur  
 Mary Lou Megarr  
 Mary Parker

Teaching Assistants

Cynthia O'Neil  
 Anita Squier

K Plus Summer School

Judy Wurster

Joanne Circelli

Special Education Support

Rowena Killeen

Wendy Bezio

School Nurse Teacher – Diana Lavery

Motion carried

Vote on the motion 8 – yes  
 0 – no

2) Extra Curricular Appointments – Bailey Avenue Elementary School

Mr. Dowdle moved, seconded by Mr. Wachtmeister that the Board approve the appointment of staff members listed below as extra curricular advisors at Bailey Avenue Elementary School for the 2003/2004 school year. Their rate of pay is based on negotiated contract.

Activity

2<sup>nd</sup> Gr. Adventure Based Club  
 1<sup>st</sup> Gr. Adventure Based Club  
 Reading Club  
 Season's Club  
 Season's Club  
 Season's Club  
 Gymnastics Club  
 Gymnastics Club  
 Card Club  
 Book Club  
 Book Club  
 Dance Club  
 Craft Club  
 Craft Club

Advisor

Stephen Crain  
 Stephen Crain  
 Stephen Crain  
 Kathy Miller  
 Helen Cook  
 Bonnie Lavigne  
 Jan Flynn  
 Jan Kinne  
 Mary Lou (LaRocque) Megarr  
 Debbie Guzzo  
 Val Parker  
 Lisa Frechette  
 Rowena Killeen  
 Mary Defayette

Motion carried

Vote on the motion 8 – yes  
 0 – no

3) Volunteer Assistant Track Coach

Mr. Slater moved, seconded by Mr. Dowdle that the Board approve the appointment of Kevin Richardson as volunteer assistant track coach, effective May 18, 2004 through June 30, 2004.

Motion carried

Vote on the motion 7 – yes  
 0 – no  
 1 – abstention (Mr. Luguri)

**Leave of Absence**

Mr. Shimko moved, seconded by Mrs. Bennett that the Board approve Tracey Giroux's request to extend her unpaid leave of absence for the purpose of child rearing through June 30, 2004.

Motion carried Vote on the motion 8 – yes  
0 – no

**2003-2004 Salary Adjustment**

Mrs. Bennett moved, seconded by Mr. Shimko that the Board approve a longevity adjustment (\$1,000) to the 2003-2004 salary for the Secretary to the Superintendent.

Motion carried Vote on the motion 8 – yes  
0 – no

**Non-contract Salaries**

Mr. Luguri moved, seconded by Mrs. Bennett that the Board approve the non-contract salaries listed on Appendix IV.

Motion carried Vote on the motion 8 – yes  
0 – no

**Instructional**

**Plattsburgh City School District Guidance Program Grades 6-12 (Appendix V)**

Mrs. Carrino noted a great deal of time and effort went into this document. She reviewed highlights of the plan noting it is a work in progress that will be reviewed annually. Mr. Luguri complimented Mrs. Carrino and all those who worked on the plan. Mr. Holcomb asked if there was a provision for providing parents/guardians with a schedule of testing and other college application requirements. Mr. Wachtmeister recommend union representatives have an opportunity to review the plan, as it is similar to a job description. Mrs. Carrino noted that confidentiality is continually stressed with guidance staff and answered questions on interpretation.

**Concluding Reports and Remarks  
Superintendent's Reports**

**A. Standards Update**

- Mrs. Carrino and Dr. Kavanaugh have begun a series of lunches with staff on teaching and learning.
- A meeting with SIP Teams members on shared decision making is scheduled for May 12th.
- Dr. Kavanaugh attended an Empire State Advantage program meeting. Scott Waite of the teachers' association also attended.

**B. School Board Organizations**

- May 26 – Essex County School Boards meeting on Evaluation of the Superintendent and Board Self-evaluation.
- June 30 – Clinton County School Boards Association planning meeting for 2004/2005.

- NYSSBA Ambassador Program – Mrs. Bennett spoke in support.

C. Other

- Dr. Kavanaugh announced results of CVES Board Elections – Mr. Holcomb was elected to another term.
- Friday is the application deadline for the Workforce Investment Board grant – work is progressing on the application.
- Mr. Staves reported on the plans for Friday night’s After Prom Party that is being held at Stafford Middle School. Students are still signing up to attend. The community support has overwhelming – over \$8,000 in donations and funds have been raised. Mr. Staves thanked all for their help with the plans. Dr. Kavanaugh thanked Mr. Staves for all his work.

Mr. Holcomb noted Mr. Rabideau is waiting to set up the stage for some of the musicians performing at the After Prom Party.

**Board Member Reports**

- Legislative Liaison: NYS Pension System Funding – Mr. Wachtmeister asked if the Board would like to send a letter concerning funding of the pension funds. There was support to send such a letter.

**Board Members Remarks**

- Robert Shimko – City of Plattsburgh’s Common Council meeting – roundabout will be removed within 60 days.
- David Merkel – CCSBA Awards Night was very well done, as was Mr. Glasgow’s farewell statement.

**Public Comment Regarding Agenda Items**

No one spoke.

**Adjournment**

There being no further business, Mr. Shimko moved, seconded by Mr. Slater that the meeting be adjourned at 9:36 p.m.

Motion carried

Vote on the motion 8 – yes  
0 – no

Mary S. Huckleba  
District Clerk

-----**2003/2004 DISTRICT GOALS**-----

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- Enhance Curriculum Alignment
- Address CDEP Priorities
- Assure ongoing facility improvement
- Promote Community Partnerships
- Strengthen the continuous improvement process
- Recognize diverse needs and talents
- Increase communication
- Assure strong new leadership
- Address challenging budget constraints

-----**STRATEGIC FOUNDATION**-----

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-----**DISTRICT STUDENT STANDARDS**-----

**CRITICAL THINKER** — All students will be capable of problem solving, decision making, and risk taking enabling them to function in an efficient, productive way in society.

**EFFECTIVE COMMUNICATOR** — All students will develop the skills necessary to communicate effectively.

**HEALTHY CITIZEN** — All students will consistently make healthful choices demonstrating respect for their physical, emotional, and social well-being.

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**RESPONSIBLE CITIZEN** — All students will positively apply understandings of their own and diverse cultures to a changing world.





**Spotlights**

- Stafford Middle School Breakfast Club – SMS teacher Tracey Bruno and students Cameron St. Denis and Alex Torres narrated a PowerPoint presentation on the SMS Breakfast Club. Teachers Michelle Walpole, Penny Manor, and Jason Nisoff spoke about the positive impact the 7:30-8:00 a.m. Breakfast Club has had on the eight student participants.
- Presentation of United Way of NYS Award for Campaign Participation – Mr. Thomas Millea, President and Michael Mannix, Executive Director of the United Way of Clinton & Essex Counties presented the District with United Way of New York State’s 2004 Employer/Employee Leaders of Distinction award.
- CSEA – “Be Excellent to Each Other and Then Some” – Judy Rose, President of the District’s CSEA Unit, spoke about how members work above and beyond the call of duty and participate in many district programs and activities.

**Appointment of Clerk Pro Tem**

Mr. Merkel moved, seconded by Mr. Dowdle that the Board appoint Lyn Hill as Clerk Pro Tem.

Motion carried

Vote on the motion 9 – yes  
0 – no

**General Public Comment**

Deana McCollough, Brad Graves, Linda Parks, and Jody Gladwin, representing the parent committee of the after prom party, presented Mr. Staves with a certificate of appreciation for his committee leadership.

**Consent Agenda Items**

Mr. Luguri moved, seconded by Mr. Morris that the Board approve the consent agenda items with a change in the order of the agenda – confirmation of the Board Election and Budget Vote will occur when the results are available.

**Minutes**

The Board approved the minutes of the meeting of the Board of Education held on May 6, 2004.

**Adoption of the Agenda**

The Board adopted the agenda for the meeting of the Board of Education being held May 18, 2004 with the change in order noted above.

**CSE Recommendations**

Based upon the recommendation of the Committee on Special Education and Annual Review Sub-committees and the completion of due process requirements, the Board approved the program modifications, continuing placement in a comparable program, triennial evaluations and re-evaluations, annual reviews, declassifications, and classification as presented below:

A. Program Modifications

<u>I.D.#</u>	<u>Location</u>	<u>Program Modifications</u>
04696	PHS	Discontinue RR services. Provide 2 hrs. of Indirect Consultant Teacher services.
09547	PHS	Add use of word processor.

B. Triennial Evaluations and Re-evaluations

<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>
06772	07618	09547

C. Continuing Placement in a Comparable Program

<u>I.D.#</u>
09958

D. Annual Reviews

<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>
05376	05023	07930	05995	06780
07932	04667	05174	06770	06768
05418	07843	05375	05230	14803
05123	06801	16425	05057	07879
06758	04721	04652	05405	04676
04550	04622	06772	04683	07940
07891	02602	07618	04660	07938
07742	04633	06794	09636	06262
05325	07958	04724	04696	04614
09647	09547	09585		

E. Declassification

<u>I.D.#</u>	<u>Declassification as</u>
09307	Speech Impaired
06801	Emotionally Disturbed

F. Classification

<u>I.D.#</u>	<u>Classification as</u>	<u>Program</u>
03498	Autistic	Provide CTM classes - 5 X 3 period/wk. Resource Room support - 5 X 40 mn./wk., counseling - 1 X 40 mn./wk., INS as needed and testing modifications as needed.

Motion carried

Vote on the motion 9 – yes  
0 – no

**Old Business (► Items scheduled for discussion.)**

**► Capital Projects**

Ms. Hill updated the Board on progress. It was decided to have a special meeting on June 1, 2004 at 7:30 a.m. to award bids for construction work.

**55/65 Pass for Local Diploma**

**Extracurricular Code of Conduct**

**Non-resident Tuition**

**Substitute Teacher Pay Rate**

**New Business  
Business**

**Donation**

Mr. Wachtmeister moved, seconded by Mrs. Bennett that the Board of Education accept the Bailey-Oak Family School Organization's donation of playground equipment. This is the final phase of equipment and surfacing purchased for the playground at Bailey Avenue School and is valued as listed:

Game Time Custom Powerscape Design, Primary & Intermediate Sets	\$32,546
Installation Supervision	1,500
Fiber, felt and cement	<u>3,430</u>
	\$37,476

Motion carried Vote on the motion 9 – yes  
0 – no

**Budget Status Report** for the month ending April 2004 was provided for Board information.

**2004 Summer School Program**

Contingent upon passage of the 2004-2005 school budget, Mr. Wachtmeister moved, seconded by Mr. Morris that the Board approve the operation of a summer school program in the summer of 2004.

Motion carried Vote on the motion 9 – yes  
0 – no

**Authorized Signatures – Extraclassroom Activity Accounts**

Mr. Merkel moved, seconded by Mr. Shimko that the Board of Education authorize signatures on Extraclassroom Activity Accounts as follows: Central Treasurer and Middle School Principal or High Principal or District Treasurer. (Note: In case of the Treasurer's absence or inability to perform his/her duties, the Deputy Treasurer is authorized to sign in his/her place and stead).

Motion carried Vote on the motion 9 – yes  
0 – no

Mr. Luguri stepped out of the meeting.

**Personnel**

**Substitute Staff**

Mr. Slater moved, seconded by Mrs. Bennett that the Board approve the appointment of the substitute staff as presented below:

<u>Name</u>	<u>Substitute Position</u>	<u>Certification Status</u>	<u>Type of Substitute Appointment</u>
Kathryn Jarrard	Teacher	Certified	Emergency Conditional
Pamela Mooney	Custodial Worker	n/a	Regular

Motion carried Vote on the motion 8 – yes  
0 – no



4) Laborers

Mrs. Bennett moved, seconded by Mr. Wachtmeister that the Board approve the appointments of the following to the list of laborers:

- Jeremy Brunet
- Jacob Patenaude
- Chris Schudde

Motion carried

Vote on the motion 9 – yes  
0 – no

**Unpaid Leave of Absence**

Mr. Dowdle moved, seconded by Mr. Wachtmeister that the Board extend Lillian’s Delisle’s unpaid leave of absence through June 24, 2004.

Motion carried

Vote on the motion 9 – yes  
0 – no

**Concluding Reports and Remarks  
Superintendent’s Reports**

A. Standards Update

- Success by Six meeting on Thursday.
- Plattsburgh Public Library meeting on Plattsburgh Reads Coalition and a community wide book club.
- Borders will be making a foundation donation. The Board requested funds be spent on school supplies.
- The COPS (Community Oriented Policing Services) Grant application has been sent to Washington.
- PILOT projects are being planned for summer. There are eight projects with twenty two teachers participating.

B. School Board Organizations

- Received invitation from the National School Boards Association to join the Technology Leadership Network.
- Board members were invited to participate in interviews for tax collector. Mr. Merkel will participate.

C. Other

- Mr. Holcomb presented Mrs. Bennett with a “star” paperweight in recognition of her filling a vacancy until the Board member election.

**2004/2005 School Budget Vote**

The District Clerk announced the voting results.

Mr. Slater moved, seconded by Mr. Dowdle that Board approve the results of the May 18, 2004, School Budget Vote and School Board Election as shown on the attached tabulation, and that the Board

Hereby, confirms the results, following the canvass, and further, that the following candidates be declared elected to the terms indicated:

- 1. Kevin Richardson (5 year term – 7/1/04-6/30/09)
- 2. Fred Wachtmeister, Jr. (5 year term – 7/1/04-6/30/09)
- 3. Claudia Mitchell (2 year term – 5/19/04-6/30/06)

Motion carried

Roll call vote on the motion  
 Mr. Holcomb ..... yes  
 Mr. Luguri..... yes  
 Mr. Merkel..... yes  
 Mr. Morris..... yes  
 Mr. Shimko..... yes  
 Mr. Slater ..... yes  
 Mrs. Bennett ..... yes  
 Mr. Wachtmeister ..... yes  
 Mr. Dowdle..... yes

Vote on the motion 9 – yes  
 0 – no

Those who voted as well as those who ran for the Board were thanked for their efforts.

**Board Member Reports**

- Café le Nid Luncheon – Mrs. Bennett and Mr. Holcomb
- DWEIC – Mr. Shimko
- City Recreation Advisory Board – Mr. Luguri

**Board Members Remarks**

- Mrs. Bennett thanked everyone for her “star” and said it was an honor to be asked back. She was pleased that the budget was supported.
- Mr. Wachtmeister commented on the budget vote and funding for education at the local, state, and federal levels.

**Public Comment Regarding Agenda Items**

No one spoke

**Adjournment**

There being no further business, Mr. Slater moved, seconded by Mr. Morris that the meeting be adjourned at 9:24 p.m.

Motion carried

Vote on the motion 9 – yes  
 0 – no

Lyn Hill  
Clerk Pro Tem

Mary S. Huckleba  
District Clerk

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**PLATTSBURGH CITY SCHOOL DISTRICT**  
**Plattsburgh, New York**

Minutes of the Special Meeting of the  
**BOARD OF EDUCATION**  
held on June 1, 2004 – Duken School Building – 7:30 a.m.

**Roll**

Board of Education

Dale Dowdle (Vice-president) – present  
Richard Holcomb (President) – present  
Peter Luguri – present  
David Merkel – present  
Claudia Mitchell – present  
Clayton Morris – absent  
Robert Shimko – present  
David Slater – present  
Fred Wachtmeister – present

Others

Michelle Kavanaugh, Ed.D. (Supt. of Schools) – present  
Lyn Hill (Ass't Supt. for Business Affairs) – present  
Mary Huckleba (District Clerk) – present

**Pledge of Allegiance**

Mr. Holcomb led the pledge.

**Awarding of Bids**  
**– Roofing and Security Work**

Ms. Hill reviewed the bids and the architect's recommendations.

Based on the architect's recommendation, Mr. Luguri moved, seconded by Mr. Wachtmeister that the Board award the base bid contract of \$1,071,777 for roofing work at various district buildings to Monahan and Loughlin, Inc. of Plattsburgh, New York and the base bid contract of \$129,648 for security work at various district buildings to O'Connell Electric Co., Inc. of Victor, New York.

Motion carried

Vote on the motion 8 – yes  
0 – no

**Executive Session**

Mr. Shimko moved, seconded by Mr. Slater that the Board go into Executive Session at 7:39 a.m. for the purpose of discussing matters as provided for in Board Policy 2330 (legal and personnel matters related to a particular person).

Motion carried

Vote on the motion 8 – yes  
0 – no

The Board returned to public session at 7:54 a.m.

**Adjournment**

There being no further business, and without objection, Mr. Holcomb adjourned the meeting at 7:55 a.m.

Mary S. Huckleba  
District Clerk



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- German American Partnership Program (GAPP) Trip - GAPP advisor Mrs. Jean Seeber and GAPP participants presented an overview of the program and their recent trip to Germany.
- Multicultural Club Trip – Multicultural Club advisors Jila Yadollahpour and Alison Armstrong presented a PowerPoint presentation of their recent European trip. The presentation was prepared by the students.
- Biological/Smallpox Vaccination Response Drill – deferred to the June 24<sup>th</sup> Board meeting.
- 2004 Yearbook Presentation – Andrew Duncan and members of the Yearbook staff presented copies to the Board.

Mr. Holcomb spoke about how the Board “Spotlights” highlight the district’s student learning and programs.

**General Public Comment**

No one spoke.

**Consent Agenda Items**

Mr. Morris moved, seconded by Mr. Merkel that the Board approve the consent agenda items.

**Minutes**

- 1) The Board approved the minutes of the meeting of the Board of Education held on May 18, 2004.
- 2) The Board approved the minutes of the special meeting of the Board of Education held on June 1, 2004.

**Adoption of the Agenda**

The Board adopted the agenda for the meeting of the Board of Education being held June 10, 2004.

**CSE Recommendations**

Based upon the recommendation of the Committee on Special Education and Annual Review Sub-committees and the completion of due process requirements, the Board approved the program modifications, continuing placements in a comparable program, triennial evaluations and re-evaluations, annual reviews, declassifications, and classifications as presented below:

**A. Program Modifications**

- |              |  |
|--------------|--|
| <u>I.D.#</u> | <u>Program Modifications</u>   |
| 01648        | Change from RR/CT to Home Instruction                                |
| 07139        | Discontinue PT   |
| 05936        | Amend speech therapy from individual to small group 3x30/6 day cycle |
| 09547        | Add scribe to modifications  |

**B. Triennial Evaluations and Re-evaluations**

- |              |              |              |              |              |
|--------------|--------------|--------------|--------------|--------------|
| <u>I.D.#</u> | <u>I.D.#</u> | <u>I.D.#</u> | <u>I.D.#</u> | <u>I.D.#</u> |
| 07155        | 06834        | 08742        | 08991        | 07149        |
| 06492        | 09259        | 09862        | 05735        | 05936        |

C. Continuing Placements in a Comparable Program

<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>
02770	09961	05824	08756	08757

D. Annual Reviews

<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>
07119	07102	06866	07164	07155
07151	06651	07110	08028	06834
08721	09872	07031	08969	08979
06475	06886	09867	08742	07992
07989	05696	05670	05578	07983
05024	05655	05713	05734	08521
05577	05828	05636	05986	08076
05055	07149	06907	08991	06527
06492	06467	06609	09259	09093
06254	07968	04988	05062	05051
05026	05168	09289	05178	05829
06500	09828	09805	09961	09853
09838	08996	09862	08923	01030
09865	09870	08934	08773	01479
07817	00415	07465	01303	05970
05686	08095	08099	05063	05021
05732	05722	07949	05735	09902
09919	09891	09894	09889	08771
09305	09958	08934	08734	08981
08756	07139	06532	06485	05824
08757				

E. Declassifications

<u>I.D.#</u>	<u>Declassification as</u>
06834	Speech Impaired
06651	Learning Disabled
08991	Learning Disabled
07149	Speech Impaired
09870	Other Health Impaired
09919	Speech Impaired

F. Classifications

<u>I.D.#</u>	<u>Classification as</u>	<u>Program</u>
121286	Learning Disabled	Resource Room services – 5x40 min./wk.
09844	Other Health Impaired	Provide 15:1 class instruction – 5x1 hr./wk.
09843	Learning Disabled	Provide 12:1:1 class instruction – 5x3.5 hrs./wk., Speech – 2x30 mn./wk.

Motion carried

Vote on the motion 8 – yes  
0 – no

**Correspondence**

A number of correspondences expressing appreciation regarding the COPS grant application were received as well as communication from our State legislators concerning the state budget. Confirmation of the intent to fund \$15,000 for Project Lead the Way was received from Assemblyman Ortloff's Office.

**Old Business  
Capital Projects**

A pre-construction meeting will be held on Friday morning. It is expected that the archeological study will take about 3 weeks to complete. There are some punch list items still to complete at the Stafford Middle School.

**55/65 Pass for Local Diploma  
Extracurricular Code of Conduct**

**► Non-resident Tuition**

As a result of the Board's interest in specifying criteria for admission and continuing of non-resident status, a revised policy draft was provided to the Board. The District's Administrative team was supportive of the criteria for continuing non-resident status. Mr. Holcomb also asked the Board to take note of the calculation of nonresident student tuition rate. Dr. Kavanaugh noted the district needs to set the tuition rate by July 1<sup>st</sup> and recommendations will be presented at the next Board meeting. Due to the potential impact of nonresident tuition on budget planning, Dr. Kavanaugh will present any recommendation for change to tuition calculations at the first Board meeting in December 2004.

**Substitute Teacher Pay Rate**

**► Budget**

- Combined Wealth Ratio projections through 2006/2007 and historical wealth ratios from the 1999/2000 aid year to the current aid year were presented to the Board for their information.
- A history of budget votes and voter turn out was presented to the Board.

**New Business  
Business**

**Transportation Bid Awards**

**1) Substitute Bus Driver**

Mr. Dowdle moved, seconded by Mr. Wachtmeister that the Board of Education award the Substitute Bus Driver Bid contract for the 2004/2005 school year to First Transit Inc. in the amount of \$25.41 per hour.

Motion carried Vote on the motion 8 – yes  
0 – no

**2) Field Trips Transportation**

Mr. Slater moved, seconded by Mr. Dowdle that the Board award the Field Trips Transportation Bid contract for the 2004/2005 school year to First Transit Inc. in the amount of \$25.41 per hour for driver and \$2.18 per mile.

Motion carried Vote on the motion 8 – yes  
0 – no

**3) Field Trips Transportation – Overflow Trips**

Mr. Wachtmeister moved, seconded by Mr. Slater that the Board award the Field Trips Transportation Bid contract for overflow trips to Premier Coach Company, Inc. in the amount of \$25.00 per hour for driver and \$2.50 per mile for an activity bus and \$35.00 per hour for driver and \$3.00 per mile for motor coach.

Motion carried    Vote on the motion 8 – yes  
0 – no

**4) Transportation Department Supervision & Operation**

Mr. Wachtmeister moved, seconded by Mr. Slater that the Board award the Transportation Department Supervision and Operation Bid to Aramark/ServiceMaster for the 2004/2005 school year in the amount of \$53,609.87 for the period July 1, 2004 through June 30, 2005.

Motion carried    Vote on the motion 8 – yes  
0 – no

**5) Maintenance & Repair of School Buses**

Mr. Slater moved, seconded by Mr. Morris that the Board approve the extension of the Maintenance and Repair of School Buses Bid contract with M.A. Jerry & Company, Inc. with no increase in fees for the 2004/2005 school year. The original contract was awarded on June 28, 2001 as listed below:

Shop Rate Per Hour	\$52.00
30 Day D.O.T. Inspection	3.5 hours
Lube, Oil, & Filter Service	2.0 hours plus parts
Transmission Service	2.0 hours plus parts
Annual Brake Test Inspection	6.0 hours plus parts

Motion carried    Vote on the motion 8 – yes  
0 – no

**Trash & Recyclable Materials Removal Bid Award**

Mr. Slater moved, seconded by Mr. Dowdle that the Board approve the extension of the Trash and Recyclable Materials Removal Bid contract with Northern Sanitation, Inc. with no increase in fees for the 2004/2005 school year. The original contact was awarded on June 27, 2002 in the amount of \$23,484.00.

Motion carried    Vote on the motion 8 – yes  
0 – no

**Pizza Bid**

Mr. Merkel moved, seconded by Mr. Dowdle that the Board award the pizza bid to Verkey Enterprises Inc. DBA Little Caesars Pizza for the 2004/2005 school year as follows:

- \$10.30 per tray based on \$1.70 per pound cheese cost
- \$10.80 per tray based on \$2.00 per pound cheese cost
- \$9.90 per tray based on \$1.40 per pound cheese cost



**Traffic Safety Issues** – The City of Plattsburgh held a meeting concerning Bailey Avenue traffic issues. Mrs. LaMarche reported the city plans to even out the width of street, repair sidewalks, etc. There was a suggestion that all traffic exit the Bailey Avenue School parking via the Grace Avenue extension and that an island be established to separate bus traffic from car traffic. There was no discussion of the funding of the suggested changes to the Bailey Avenue School traffic flow. Mayor Stewart has indicated the City was not interested in providing funding.

Mr. Holcomb noted that after attending a function attended by a large number of people at PHS on Wednesday night, the traffic exited the most quickly and easily since he has been attending functions at PHS. Students have told him it is safer and easier at the intersection where the roundabout has been established. Mr. Holcomb asked if there was any support from the Board to send a letter to request reconsideration of the establishment of an appropriate roundabout at Angell Drive. Due to concern about potential liability, Mr. Shimko suggested the district obtain confirmation from the appropriate state agency that alteration to a street/highway is a safe option. He also suggested that the construction of a traffic bridge connecting Angell Drive to the south end of the city be looked at. Counsel suggested a letter could be written stating traffic has improved since the establishment of the roundabout without promoting the roundabout.

**Amendment to 2005/2006 School Calendar**

Mr. Wachtmeister moved, seconded by Mr. Morris that the Board adopted the revised 2005/2006 School Calendar as presented in Appendix II.

Discussion: This is necessary because, according to law, if New Year's Day falls on a Sunday then school may not be in session on the following Monday.

Motion carried

Vote on the motion 8 – yes  
0 – no

**Personnel**

**Appointments**

1) Food Service Helper

Mr. Dowdle moved, seconded by Mr. Morris that the Board of Education appoint Maureen Titherington as a Food Service Helper 5.5 hours per day effective September 1, 2004 with her initial assignment being Stafford Middle School. Ms. Titherington will remain on her current step of the CSEA salary schedule for Food Service Helper (hired after 4/1/96).

Motion carried

Vote on the motion 8 – yes  
0 – no



2) School Monitor

Mr. Wachtmeister moved, seconded by Mr. Merkel that the Board of Education appoint Kristena Hebert as a School Monitor, 7.5 hours per day, effective September 7, 2004, with her initial assignment being Plattsburgh High School and that she serve the usual and customary probationary period. Ms. Hebert has fingerprint clearance and will be placed on the entry level of the CSEA salary schedule for School Monitors.

Motion carried Vote on the motion 8 – yes  
0 – no

3) Laborer

Mr. Morris moved, seconded by Mr. Dowdle that the Board approve the appointment of Scott M. Conley as a summer laborer.

Motion carried Vote on the motion 8 – yes  
0 – no

4) Substitute Staff

Mr. Wachtmeister moved, seconded by Mr. Slater that the Board approve the appointment of the substitute staff as presented below:

<u>Substitute Name</u>	<u>Certification Position</u>	<u>Type of Substitute Status</u>	<u>Appointment</u>
Debra S. Fuller	School Monitor	n/a	Regular
Pamela Mooney	Typist	n/a	Regular

Motion carried Vote on the motion 8 – yes  
0 – no

5) Probationary Teacher (Physical Education)

Mr. Morris moved, seconded by Mr. Wachtmeister that the Board approve the following regular probationary appointment:

Name of appointee: Annmarie Curle  
 Tenure area: Physical Education  
 Date of commencement of the 2 year probationary appointment: September 1, 2004  
 Expiration date of the 2 year probationary appointment: August 31, 2006  
 Certification status: Physical Education – Time Extension of Provisional – 9/1/03-8/31/05  
 Initial assignment: Oak Street School  
 Base salary: Step 2 Column B+9

Motion carried Vote on the motion 8 – yes  
0 – no



Motion carried  
Vote on the motion 8 – yes  
0 – no

Resignation

Mr. Slater moved, seconded by Mr. Shimko that the Board accept Peter Sullivan's resignation for retirement purposes from his position as guidance counselor, effective July 1, 2004. Mr. Sullivan has worked in the district since 1973.

Motion carried  
Vote on the motion 8 – yes  
0 – no

Unpaid Leave of Absence

Mr. Dowdle moved, seconded by Mr. Wachtmeister that the Board approve Sarah McCarty's requested for an unpaid leave of absence for the purpose of child rearing, effective June 1, 2004 through June 11, 2004.

Motion carried  
Vote on the motion 8 – yes  
0 – no

**Instructional**

Textbook Adoption – First Review

The textbook "Families Today" – published by Glencoe, 2004, for use in the Family Life Science Course was presented for first review.

Out-of-State Conference Requests

1) Mr. Slater moved, seconded by Mr. Wachtmeister that the Board approve the requests of Mary Louise Lamberti and Rosemary LaMarche to attend the Curriculum Mapping Conference in Amherst, NH on June 28-29, 2004.

Motion carried  
Vote on the motion 8 – yes  
0 – no

2) Mr. Shimko moved, seconded by Mr. Wachtmeister that the Board approve the Charles Lustig request to attend the American Councils Seminar in Washington, D.C., June 4-5, 2004.

Note: Mr. Lustig was not aware of this conference in time to present to the Board in a timely manner.

Motion carried  
Vote on the motion 8 – yes  
0 – no

**Concluding Reports and Remarks  
Superintendent's Reports**

Standards Update

Dr. Kavanaugh distributed information on current and proposed expenditures for professional development. Mrs. Carrino explained the professional development programs both current and proposed. These will meet requirements of NCLB and NYS Standards which are a priority of the District's CDEP. In response to how the programs would be evaluated – many have their own evaluations built-in and

student achievement on state tests will also be effective indicators.

Education Summit – Thursday, June 17 there will be a reception from 6-6:30 p.m. for Dr. Hoyt and then he will address those present concerning his views on the future of education and PHS. There will be an opportunity following Dr. Hoyt’s comments for questions.

Grades 4 & 8 ELA – The district’s results mirrored state trends.

Single Parent Families – Kids Counts 2004 study shows that 28% of students live in single parent households. According to the District’s census, 45.4% live in single parent households.

B. School Board Organizations

August 4 – NYSASCSD in Geneva, NY

August 7 – NYSSBA’s New School Board training at CVES

October 21-24 – NYSSBA’s Annual Convention in Buffalo

C. Other

June 11-13 are Borders Benefit Days, for the benefit of the District’s foundation to be used for student supplies.

**Board Member Reports**

None

**Board Members Remarks**

- Mr. Dowdle requested formal action on the letter to the City of Plattsburgh regarding traffic safety issues.

Mr. Holcomb moved, seconded by Mr. Wachtmeister that the Superintendent and Board President, in consultation with counsel, prepare a letter to the Mayor of the City of Plattsburgh asking the City to take a look at traffic safety patterns at PHS taking into consideration the positive results of the traffic circle and also request the City to look into a traffic bridge connecting the west and south ends of the City.

Motion carried

Vote on the motion 7 – yes  
1 – no ( Mr. Dowdle)

- Mr. Wachtmeister will be attending a meeting of the NYSASCSD and will bring current information on the State budget back to the Board. The next political season is upon us – legislative seats (assembly and congressional) may be contested. Educational issues may be one of the campaign topics. He suggested meetings be scheduled through CVES or Clinton County School Boards Association with candidates to discuss their views on various educational issues.

He reviewed highlights of the May 18, 2004 Exit Poll. He read the following comment: “I know you won’t read this or make it public, but I felt strongly this year against any more



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-----**STRATEGIC FOUNDATION**-----

**— CORE VALUES —**

We, the students, teachers, parents, Board of Education, and staff of the Plattsburgh City School District value...

**Continuous Improvement** — we create a learning community where every member is committed to and supported in doing better.

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**Integrity** — we address all aspects of our mission with honesty and compassion.

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-----**DISTRICT STUDENT STANDARDS**-----

**CRITICAL THINKER** — All students will be capable of problem solving, decision making, and risk taking enabling them to function in an efficient, productive way in society.

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**PLATTSBURGH CITY SCHOOL DISTRICT  
Plattsburgh, New York**

Minutes of the meeting of the  
**Board of Education**  
held on June 24, 2004 – 6:00 p.m. – Duken School Building

**AGENDA**

**Roll**

Board of Education

Dale Dowdle (Vice-president) – present  
Richard Holcomb (President) – present (arrived 6:28 p.m.)  
Peter Luguri – excused  
David Merkel – present  
Claudia Mitchell – present  
Clayton Morris – present  
Robert Shimko – present  
David Slater – present  
Fred Wachtmeister – present (left 7:50 p.m.)

Others

Michelle Kavanaugh, Ed.D. (Supt. of Schools) – present  
Lyn Hill (Ass't Supt. for Business Affairs) – present  
Dennis Curtin (School Attorney) – present  
Mary Huckleba (District Clerk) – present  
District Administrators - Thelma Carrino – present  
John Fairchild – present  
Michael Flynn – excused  
Thomas Glasgow – excused  
Stephen Hoyt – present  
Rosemary LaMarche – present  
Mary Louise Lamberti – excused  
C. Joseph Staves – present  
Thomas Tregan – present

**Executive Session**

Mr. Shimko moved, seconded by Mr. Luguri that the Board go into Executive Session at 6:05 p.m. for the purpose of discussing matters as provided for in Board Policy 2330 (legal and personnel matters related to particular persons and contractual negotiations).

Motion carried

Vote on the motion 8 – yes  
0 – no

6:28 p.m. – Mr. Holcomb arrived.

The Board returned to public session at 7:50 p.m.

**Pledge of Allegiance**

Letitia Krieg and Ashley Menard ledge the Pledge of Allegiance.

**Mission Statement and  
Core Values Readers**

Letitia Krieg read the Mission Statement and  
Ashley Menard read the Core Values.

**Spotlights:**

- Biological/Smallpox Vaccination Response Drill – Mr. Staves spoke about the district’s and students’ participation in the Clinton County Health Department’s Biological/Smallpox Vaccination Response Drill recently held at Plattsburgh High School. Mr. Staves told the Board that the participation of the students should make the District feel proud. Paula Lacombe of the Clinton County Health Department and students Leana Rabideau and Mike Monty narrated a PowerPoint presentation highlighting the drill.
- Who’s Who In Summer Help – Mr. Lawton spoke about the district’s summer help. The district tries to hire high school students 18 and over but sometimes has to go outside the high school. Mr. Lawton presented a PowerPoint highlighting each student worker - where and when they graduated from high school and their current college and major, as well as years with the district. They work a 40-hour week.
- National French Competition Winners – French instructors, Henry Buchala and Jacqueline German, introduced winners of a national French competition sponsored by the American Association of Teachers of French. Present were Elizabeth Ultee, Simone Arvisais-Anhault, Alexie Csipak, and Alison Lutz.

Presentation to outgoing Board member Dale Dowdle who has served with distinction for 10 years. Mr. Holcomb presented him with the “red” apple and thanked him for his years of service to the students of the Plattsburgh City School District.

**Hearing**

**Code of Conduct**

Revisions to the Code of Conduct were presented to the Board for Board review and action at the next Board meeting. Dr. Kavanaugh noted most of the changes were wordings that were too restrictive. At Dr. Kavanaugh’s requested, Mr. Tregan also commented on the revised Code of Conduct. Mr. Holcomb thanked all for their efforts.

**General Public Comment**

No one spoke.

**Consent Agenda Items**

Mr. Dowdle moved, seconded by Ms. Mitchell that the Board approve the consent agenda items including the amended “Adoption of the Agenda.” The addendum is revisions to the Secondary Summer School Faculty appointments – Mrs. Testo will not be teaching and change in assignments for Brett LaValley and Jason Nisoff.

**Minutes**

The Board approved the minutes of the meeting of the Board of Education held on June 10, 2004.



**Adoption of the Agenda**

The Board adopted the agenda and addendum to the agenda for the meeting of the Board of Education being held today, June 24, 2004.

**CSE Recommendations**

Based upon the recommendation of the Committee on Special Education and Annual Review Sub-committees and the completion of due process requirements, the Board approved the program modifications, continuing placements in a comparable program, triennial evaluations and re-evaluations, annual reviews, declassifications, and classifications as presented below:

**A. Program Modifications**

<u>I.D.#</u>	<u>Program Modifications</u>
09891	Add OT – 2X30 mn./wk.
14803	Change classification to LD
06794	Change placement to 3-5 program.
04616	Change placement to 3-5 program.
07027	Add summer - 3 X 60 mn./wk.

**B. Triennial Evaluations and Re-evaluations**

<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>
09271	06948	08711	08560	08612
07034	07027	09262	14803	06644

**C. Continuing Placements in a Comparable Program**

<u>I.D.#</u>	<u>I.D.#</u>
08074	06647

**D. Annual Reviews**

<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>	<u>I.D.#</u>
08566	09087	08540	06997	09219
09997	09983	10007	09146	10131
08642	10128	10013	09123	10095
09286	09075	08618	09199	08639
08537	08647	08651	10113	08666
08668	09147	09230	09225	08736
10119	07011	08560	08562	08569
08554	06898	06885	08612	07071
07034	07095	06950	07018	07030
07036	07187	07109	07010	07027
07021	06021	07176	08621	07150
07199	09170	07086	07196	06244
09072	06944	06961	09082	062011
06948	09994	10024	08662	10003
09916	09188	09168	09134	09075
09136	09146	08711	09176	09980
08629	09136	08768	09271	05630
02919	04769	07555	07504	04231
02316	04195	08801	04118	04212
PS313	PS253	PS301	PS334	PS316
PS342	PS354	PS287	PS291	PS290
PS304	PS299	04543	09666	07762

04752	03501	04593	09674	00918
03204	07611	06726	05916	04941
00266	07931	04552	04626	09665
07643	09556	09659	10127	09256
10075	09879	09191	09393	09262
09982	06735	06945	07129	08534
10106	08704	09263	09288	09108
08629	09147	08612	07036	10128
10013	10024	09254	04535	08074
05903	09287	06475	04114	04696
04550	04721	07465		

E. Declassifications

<u>I.D.#</u>	<u>Declassification as</u>
PS263	Preschool child with a disability
PS316	Preschool child with a disability
PS342	Preschool child with a disability
PS253	Preschool child with a disability

F. Classifications

<u>I.D.#</u>	<u>Classification as</u>	<u>Program</u>
PS304	Other Health Impaired	CTM - 2 hrs./wk. OT - 2 x 30 mn./wk., Counseling - 2 x 30 mn./wk.
PS313	Mentally Retarded	Place in full day 8:1:1 - CVES @BAILEY, Speech - 5 X 60 mn./wk., OT - 2 X 30 mn./wk., PT - 2 X 30 mn./wk., with 1:1 aide.
PS291	Speech Impaired	Provide Speech - 5 x 30 mn./wk.
PS354	Speech Impaired	Place in 12:1:1 - 5 X 1 hr./wk., Speech - 3 X 30 mn./wk.
PS287	Speech Impaired	Provide Speech - 2 X 30 mn./wk.
PS334	Speech Impaired	Provide Speech - 3 X 30 mn./wk.
PS290	Other Health impaired	Provide Speech - 3 x 30 mn./wk., OT - 2 X 30 mn./wk., 15:1 class instruction - 5 X 60 mn./wk.
PS299	Speech Impaired	Provide Speech - 2 X 30 mn./wk.
PS 301	Emotionally Disturbed	Provide 12:1:1 class instruction - 5 X 3 hrs./wk., Speech - 5 X 30 mn./wk., Counseling - 1 X 30 mn./wk. OSC as needed.
10080	Other Health Impaired	Place in 12:1:1 -full time. OT - 2 X 30 mn./wk., INS, counseling - 1 X 30

		mn./wk., OT consultation - 5 hrs./yr.
09230	Learning Disabled	Provide 15:1 class instruction - 5 X 120 mn./wk., testing modifications, INS.
08687	Speech Impaired	Speech - 4 X 30 mn./wk. 15:1 - 5 x 30 mn./wk., Speech - 2 X 30 mn./wk., testing accommodations.
06717	Learning Disabled	Provide 15:1 class instruction- 1 hr.30 mn., 40 mn. X 5 days week. Testing accommodations.
09150	Learning Disabled	Provide 15:1 - ELA & Math., OT - 2 x 30 mn./wk.
10020	Learning Disabled	Provide CTM - 2 hrs./wk. Counseling - 2 X 30 mn./wk.
05111	Other Health Impaired	Provide Resource Room support - 5 x 40 mn./wk.

Motion carried Vote on the motion 8 – yes  
0 – no

**Correspondence**

A copy of a letter to government representatives in support of technology infrastructure was provided for Board information. The Board received correspondence from Marion Elliott regarding her Area Director’s candidacy for NYSSBA. A letter was received from Peg McCartney encouraging the promotion of career awareness at the high school. A letter sent to Mayor Stewart regarding traffic safety was also enclosed.

**Old Business**

**► Capital Projects**

A report was provided in the Board packet. Roofing work is expected to start next week. There were three credits to the benefit of the District.

**55/65 Pass for Local Diploma**

**► Nonresident Tuition**

Mr. Morris moved, seconded by Mr. Dowdle that the Board adopt Board Policy 5152 Admission of Nonresident Students, which was revised and presented for first review on June 10, 2004. (Appendix I)

Note: It should read “level” 3 on the criteria for admitting or retaining students. The revisions to the policy establish criteria for admitting and retaining nonresident students. The academic criteria were established after consultation with the School Attorney and district administration

Motion carried Vote on the motion 8 – yes  
0 – no





Neyland has fingerprint clearance and will be placed on the entry level of the CSEA salary schedule for School Monitors.

Motion carried                                  Vote on the motion 8 – yes  
0 – no

4) School Monitor

Mr. Dowdle moved, seconded by Mr. Morris that the Board of Education appoint Cheryl Godfrey as a School Monitor 2.25 hours per day, effective September 7, 2004, with her initial assignment being Bailey Avenue School, and that she serve the usual and customary probationary period. Ms. Godfrey will be placed on the entry level of the CSEA salary schedule for School Monitors. The appointment is emergency conditional, pending fingerprinting clearance.

Motion carried                                  Vote on the motion 8 – yes  
0 – no

5) Summer School Appointments

a) Mr. Merkel moved, seconded by Mr. Slater that the Board appoint Pauline Stone Summer School Typist for the period of July 1, 2004 through August 16, 2004. Mrs. Stone's rate of pay will be based on her contract salary for the 2004-05 school year.

Motion carried                                  Vote on the motion 8 – yes  
0 – no

b) Mr. Merkel moved, seconded by Ms. Mitchell that the Board appoint Christina Coryea Summer School Teacher Aide for the period of July 1, 2004 through August 16, 2004. Mrs. Coryea's rate of pay will be based on her contract salary for the 2004-05 school year.

Motion carried                                  Vote on the motion 8 – yes  
0 – no

c) Mr. Slater moved, seconded by Mr. Luguri that the Board appoint Holly Bates as Summer School Bus Monitor for the period of July 1, 2004 through August 13, 2004. Ms. Bates' rate of pay will be based on her contract salary for the 2004-05 school year.

Motion carried                                  Vote on the motion 8 – yes  
0 – no

d) Mr. Shimko moved, seconded by Mr. Merkel that the Board appoint Rosalind Daniels as Summer School Bus Monitor for the period of July 1, 2004 through August 13, 2004. Ms. Daniels' rate of pay will be based her contract salary for the 2004-05 school year.

Motion carried                                  Vote on the motion 8 – yes  
0 – no

e) Secondary Summer School Faculty

Mr. Slater moved, seconded by Mr. Dowdle that the Board approve the appointment of the staff members listed below as faculty for the 2004 Summer School. Their rate of pay will be based on negotiated contract.

- Marge Brown .....English 11
- Christopher Hartmann .....ELA/Social Studies 7/8
- Sandy Kowalowski .....Math B Regents 20 hour review
- Christopher LaRose .....Economics/Government, Global History 9, Global History 10
- Brett LaValley .....Math 8, English 9-10
- Lauren Mihalek.....United States History and Geography
- Jason Nisoff.....Math 6-7, Science 6 and English 9/10
- Roderick Sherman.....Math Course II, Math I Part 1, and Math A Regents 20 hour review
- Barbara Wagner .....Science 7, Science 8 and Earth Science
- Scott Waite .....ELA Social 6 and English 12
- Lorri Willett-Thatcher..... English 9/10

Motion carried Vote on the motion 8 – yes  
0 – no

6) Fall Coaching

Mr. Dowdle moved, seconded by Ms. Mitchell that the Board approve the 2004/2005 Interscholastic Fall Coaching appointments of the staff listed. Their rate of pay will be based on negotiated contract.

<u>Sport</u>	<u>Position</u>	<u>Recommendation</u>
Football	Varsity Coach	Mike Bordeau
	Varsity Assistant	Neil Bowlen
	Varsity Assistant	Peter McMillan
	JV Coach	Jim Manchester
	JV Assistant	Chris Rowell*
	JV Assistant	William Myers
	Modified	Vern Harrison
	Modified	Brett LaValley
	Volunteer	George Penfield*
	Volunteer	Ken Neyland
Cross Country (Boys & Girls)	Varsity	Kevin Champagne
Gymnastics	Varsity Coach	Janice Trudeau
Boys Soccer	Varsity Coach	Peter Sullivan
	Varsity Assistant	Chris LaRose
	JV Coach	Tim Mulligan
	Modified	Brad LaValley
Girls Soccer	Varsity Coach	Annmarie Curle
	Varsity Assistant	Jenny Meyer
	JV Coach	Vickie McMillan
	JV Assistant	Jan Flynn

Swim	Girls Modified	Sue Wilson
Athletic Trainer	Fall	Mark Donnelly

\*Emergency conditional pending fingerprint clearance

Motion carried	Vote on the motion 8 – yes
	0 – no

**Resignation**

Mr. Shimko moved, seconded by Mr. Dowdle that the Board accept Kathleen Schumacher’s resignation for retirement purposes from her position as school librarian, effective July 1, 2004. Mrs. Schumacher has worked in the district since 1987.

Motion carried	Vote on the motion 8 – yes
	0 – no

**Contract Modifications**

1) Superintendent of Schools Contract

Mr. Luguri moved, seconded by Mr. Slater that the Board approve the amendment to the Superintendent of Schools’ contract as presented in Appendix V and authorize the President of the Board of Education to execute the amendment.

Motion carried	Vote on the motion 8 – yes
	0 – no

2) Assistant Superintendent for Business Affairs Contract

Mr. Luguri moved, seconded by Mr. Merkel that the Board approve the amendment to the Assistant Superintendent for Business Affairs’ contract as presented in Appendix VI and authorize the President of the Board of Education to execute the amendment.

Motion carried	Vote on the motion 8 – yes
	0 – no

**Instructional**

**Textbook Adoption**

Mr. Slater moved, seconded by Mr. Morris that the Board approve the adoption of the textbook “Families Today” – published by Glencoe 2004.for use in the Family Life Science Course. This was presented for first review on June 10, 2004.

Motion carried	Vote on the motion 8 – yes
	0 – no

**Mentor Teacher Program**

Mr. Dowdle moved, seconded by Mr. Shimko that the Board approve the District’s Mentor Teacher Program as presented in Appendix VII.

Motion carried	Vote on the motion 8 – yes
	0 – no



**Service Learning** – Mrs. Carrino presented a brief overview of the District’s Service Learning Plan. This will be piloted during the 2004/2005 school year. There was a question about a co-curricular transcript – this is something that will be looked at later in the year.

**Academic Intervention Services (AIS) Biennial Review** – Mrs. Carrino highlighted the District’s AIS plan.

**Concluding Reports and Remarks  
Superintendent’s Reports**

**Standards Update**

Math A – 89.7% passed; only 4 of 39 scored below 65%. Mr. Fairchild reported on the District’s Regents results. Overall, there was a good showing. In response to Mr. Holcomb’s question, Mr. Fairchild stated, as a former Math teacher, the exam reflects what the state is expecting to be taught. There will be a full report at a later Board meeting.

SAT Format - March 2005 there will be a new format.

Letters of Appreciation - Mrs. Carrino prepared 120 letters to of appreciation to staff members for their committee work during the school year.

**School Board Organizations**

Clinton County School Boards – planning meeting June 30 at 6 p.m.

Interviews – Guidance interviews are scheduled for June 30 and Child Advocate interviews are tentatively scheduled for July 1.

**Other**

As this was his last meeting at Board President, Dr. Kavanaugh thanked him for his service.

**Board Member Reports**

Visions Committee – Mr. Luguri

Athletic Frameworks Committee – Mr. Luguri

DWEIC – Mr. Shimko

**Board Members Remarks**

Mr. Holcomb acknowledged the tremendous amount of support from fellow Board members, the respect among the Board members, and thanked them for their hard work the past year.

Mr. Shimko – Why are high school report cards are mailed? – This is due to a time issue as Regents ended yesterday and were graded today. Report cards are expected to be mailed Monday.

Mr. Luguri commended Dr. Hoyt for the educational summit held last week.

Mr. Merkel welcomed Patty Amo.

Mr. Dowdle spoke about what he will miss from not being on the school board – all teams working toward common goals. Encouraged the Board to remain a team – that is what brings about the best in each other.

**Public Comment Regarding  
Agenda Items**

Judy Rose wished Mr. Dowdle good luck in the future and thanked him for his service.

**Adjournment**

There being no further business, Mr. Dowdle moved, seconded by Mr. Morris that the meeting be adjourned at 9:33 p.m.

Motion carried

Vote on the motion 8– yes  
0 – no

Mary S. Huckeba  
District Clerk

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