

**Beekmantown Central School District  
Special Board of Education Meeting**

Place: **MS/HS Library**

**November 3, 2014**

**Minutes**

**Call to Order**

**Call to Order**

President Andrew Brockway called the meeting to order at 6:22 pm and Pauline Stone led the pledge of allegiance.

**Members Present**

**Members Present**

<input checked="" type="checkbox"/> Eric Anderson	<input checked="" type="checkbox"/> Joseph Coakley	<input checked="" type="checkbox"/> Ed Marin
<input checked="" type="checkbox"/> Andrew Brockway	<input checked="" type="checkbox"/> Michael Hagadorn ( <i>arrived @ 6:25 pm</i> )	<input checked="" type="checkbox"/> Debbie Passno
<input checked="" type="checkbox"/> Cathy Buckley	<input type="checkbox"/> Leonard King	<input checked="" type="checkbox"/> Pauline Stone

☒ Jack Hurwitz, Ex-Officio, Student Board Member

**Others Present**

**Others Present**

☒ Daniel Mannix, Superintendent of Schools  
☒ Mary LaValley Blaine, School Business Executive  
☒ Joanne Menard, District Clerk

**Visitors**

**Visitors**

Sally Clancy                      John Clancy

**Presentation  
2013-2014  
Audit Report**

**Presentations**

**Topic:** 2013-2014 Audit Report  
**Presenter:** Michael Boulrice of Boulrice & Wood, CPA's, P.C.

Mr. Michael Boulrice of Boulrice & Wood, CPA's, PC reviewed the Independent Auditor's Report on the 2013-2014 Financial Audit Report and respective management letter with the Board of Education. Mr. Boulrice stated the Auditor's Report includes an 'unmodified' opinion which is the highest level opinion you can achieve. Mr. Boulrice also commented that the long term post-employment benefit liability has decreased 14.5% from the prior year due primarily to changes in employee health insurance benefit plan options for active employees as collectively bargained, indicating this was a positive financial improvement and that without these changes which were made in the past year the long term post-employment benefit liability would have continued to grow at historic rates. Mr. Boulrice stated the district has roughly 6% of undesignated fund balance whereas the State allows 4% level. The cafeteria fund reflected a \$72,000 loss during the last year which required the General Fund having to transfer \$134,000. A question and answer period followed.

*Michael Hagadorn arrived at 6:25 p.m.*

## Personnel

### Appointments

#### *Stipend Short, LeeAnn*

It was moved by Eric Anderson, seconded by Debbie Passno and carried, that upon recommendation of the Superintendent of Schools, the Board of Education approves to extend LeeAnn Short's appointment as an Interim Beekmantown Elementary School Principal/Director of Special Services for 12 more days for a stipend of \$1,200. This is due to the maternity leave of Elaine Dixon-Cross.

#### *Temporary On-Call Appointment*

It was moved by Eric Anderson, seconded by Cathy Buckley and carried, that upon recommendation of the Superintendent of Schools, the Board of Education approves the following *temporary on-call* appointment beginning on the date indicated:

Name	Type	Effective Date
McClatchie, Peggy	Non-Instructional	10/27/14

#### *Voting Delegate*

It was moved by Debbie Passno, seconded by Eric Anderson and carried, that the Board of Education appoint Ed Marin as the voting delegate for the New York State School Boards Convention scheduled for October 26 – 28, 2014.

## Financial

#### *Donation*

It was moved by Debbie Passno, seconded by Eric Anderson and carried, that upon recommendation of the Superintendent of Schools, the Board of Education accepts a donation from the Lady Eagles Hockey in the amount of \$7,000 for the 2014-2015 Lady Eagles Hockey Season and approve amending the district budget

#### *Acceptance of Audit Report*

It was moved by Eric Anderson, seconded by Debbie Passno and roll-call voted, that upon recommendation from the Audit Committee, the Board of Education accepts the Audit Report prepared by Boulrice & Wood, CPA's, P.C. for the 2013-2014 school year.

The roll-call vote was as follows:

<input checked="" type="checkbox"/> Eric Anderson	<input checked="" type="checkbox"/> Joseph Coakley	<input checked="" type="checkbox"/> Ed Marin
<input checked="" type="checkbox"/> Andrew Brockway	<input checked="" type="checkbox"/> Michael Hagadorn	<input checked="" type="checkbox"/> Debbie Passno
<input checked="" type="checkbox"/> Cathy Buckley	<input type="checkbox"/> Leonard King	<input checked="" type="checkbox"/> Pauline Stone

#### *CEWWSBA Head Count*

### Miscellaneous

- CEWWSBA Head Count

Names were given to the District Clerk for the CEWWSBA Meetings on 11/20/14 – Career Connections and 1/8/15 – Do's and Don'ts for Boards of Education, Including Executive Session.

#### *Presentation of 2013-2014 Goals*

- Presentation of 2013-2014 Goals by Superintendent Dan Mannix

The Superintendent read the following accomplishments on the District Goals for the 2013-2014 School Year.

1. **Fiscal Stability:** The Board, administrative/supervisory team and superintendent will develop a school budget and make continuous efforts to enhance the fiscal stability and accountability throughout the district.
  - a. Contracted with Transportation Advisory Services to conduct a comprehensive transportation study which included many recommendations for improvement. This study included the recommended plan for school bus purchases. The report was presented to the Board of Education and is continuously being referenced for implementation steps.
  - b. Contracted with Education Consultants Castallo and Silky to conduct a shared services study. The study outlined opportunities for cost savings and academic opportunities with the Plattsburgh City School District. The report was presented to the Board of Education. We continue to look at opportunities for shared services and recently adopted a shared service agreement with NCCS District to provide educational services for a former BCSD student.
  - c. During the fall of 2013, as Superintendent, I personally reviewed all of our budget codes from the last three years which provided me with a complete understanding of the past, present and future financial status/needs of the district. Business Executive Blaine was present during the process and acted as a tremendous resource throughout.
  - d. Initiated an ongoing conversation and relationship with NYSEG regarding the potential for natural gas at CHES and the main building. We took into account how our commitment would help our taxpayers. The conversation recently culminated in NYSEG and the Public Service Commission deciding to extend natural gas to the Cumberland Head community and our elementary school with the potential expansion to the main building.
  - e. A team from BCSD including myself and members of the Operations Committee reviewed the potential of committing to propane buses as an area for green energy and cost effectiveness. To date we see the potential, but are undecided.
  - f. Met on multiple occasions with Tetra Tech, Johnson Controls and Siemens to research the effectiveness of entering into an Energy Performance Contract to reduce expenditures. We expanded the conversation by entering into a request for proposal on the EPC and will be making a final determination in the near future.
  - g. Became the first school in the area to successfully negotiate a Teacher's Association from Platinum Plan 1 to Platinum Plan 2.
  - h. Established a yearly budget calendar to outline and benchmark the continuous budget process for 2013-14 and subsequent years.
  - i. Created a detailed five (5) year budget projection in order to proactively develop and track a sustainable academic and fiscal environment. We shared this calendar numerous times with the BoE and school community during public session of the budgeting process.
  - j. Successfully negotiated the movement of the Beekmantown Support Group Association from Plan 1 to Plan 2.

- k. Successfully negotiated the movement of the Beekmantown Administrator's Association from Plan 1 to Plan 2.
  - l. Successfully created a new three tier system for health insurance for retired, active and future employees. Previously all three groups would exclusively receive Plan 1. Now we have active employees in Plan 2 with an HRA, employees in Plan 2 without an HRA, retirees in Plan 2 with an HRA and retirees in Plan 1. Over time we will continuously reduce our liabilities as they relate to health insurance. It should be noted that our 2013-2014 audit report documented that the combined efforts will save the district over fifteen million dollars (\$15,000,000) over the life of our current employees and retirees.
  - m. Submitted three extensive grant applications (Full Day Pre-K, Extended Learning Time School Day/School Year and a Community Schools) each of which could be transformative to the District. It should be noted that BCSD was the only local district and most likely the only rural district in New York State to write and submit all three grants applications.
  - n. As superintendent, I was an active participant on the Audit Committee.
  - o. Began the process to consider solar power as a future source of efficiency and an educational option.
2. **Academic Achievement:** Create a comprehensive plan which enhances student achievement aligned to the new Common Core State Standards.
- a. Established criteria for admission to CV-TEC programs to maintain high expectations and outcomes for all students. The criteria will be presented to the Board of Education for adoption in the fall of 2014.
  - b. Created and submitted Local Assistance Plans for CHES and BES to the NYSED to improve performance for both our socio-economically challenged and developmentally disabled students. Both plans were delivered to and adopted by the BoE. Each was subsequently submitted to the NYSED.
  - c. Established Connect 100 as a comprehensive program to ensure that 100% of our students have strong connections with the Beekmantown Central School District to improve offerings, outreach to parents and credit recovery for students. Connect 100 was delivered to the BoE in the summer of 2014.
  - d. Reconvened and expanded the K-2/3-5 Committee to ensure a shared decision on the 2010 consolidation study which was ultimately determined to have no financial savings to the district. Moreover, the consolidation was found to have an adverse educational achievement impact on our students.
  - e. Engaged in building level and district level discussion and research to recommend an articulated curriculum with scope and sequence alignment across grade levels that adheres to the Common Core State Standards. The BoE adopted the Curriculum Initiative Report in May of 2014. Our teachers were provided with numerous professional development opportunities during the 2013-14 school year and summer to advance their

pedagogical skills related to New York State's adoption of the Common Core Standards and our new curricular materials.

- f. The district established its educational vision for the next three-five (3-5) years. By adopting the district's first aligned scope and sequence in ELA and Math and working on the new Social Studies framework, originating Connect 100, and recognizing that reconfiguring the school district has adverse effects on student achievement, the path is laid out for all stakeholders to embrace what our offerings will be in years to come. The challenge for all is to now support, in meaningful ways, the aforementioned shifts in our programming.
  - g. Reduced class sizes at both elementary schools to reflect the state norms which research tells us will have an improved effect on academic advancement.
  - h. Instituted our first HS academic awards assembly accompanied with a 6-12 assembly directly related to the Common Core which concluded with a standing ovation from our students!
  - i. Reviewed and evaluated multiple on-line learning opportunities with GradPoint ultimately being selected as the best model for online learning and credit recovery.
  - j. Reorganized the Out of School Suspension (OSS) and GED offerings to dramatically improve student achievement while utilizing our resources in a much more meaningful way.
  - k. Effectively partnered with Peru CSD and Saranac CSD to effectuate the North Country's first PTECH School. We currently send ten (10) students to ADK PTECH.
  - l. Reinstated the Beekmantown Gold Card.
  - m. Recruited and implemented non-employee counseling agencies (BHSN and Child Advocacy Alliance) as local partners to provide zero cost high reward services to help our students in multiple ways.
  - n. Developed a collaborative effort that resulted in BHS alternative education offering (SOAR) as part of Connect 100 to reduce our dropout rates as well as provide meaningful instruction to our disenfranchised students.
  - o. Instituted a Global Technologies class for freshman and sophomore students which is partnering with local businesses. This innovative PCOM offering is widely seen as having the most direct school to career connection in the area.
  - p. Began and finished BCSD's wireless internet project to provide district wide wireless access to staff and eventually students.
3. **School Community Communication:** Build opportunities and mechanisms to improve parent, community, staff and student communication across the district.

- a. Implemented executive summaries as a means of communicating district programs and services to board members and community members. Direct examples of this are seen in the Business Office monthly audits, the Superintendent's weekly updates, and executive summaries by contractors.
  - b. Organized and instituted the Budget Advisory Committee to help all stakeholders understand and become part of the budgetary process.
  - c. Outlined BCSD's current parental activities which included virtually all opportunities for parent interaction at each of the BCSD schools. The list was provided to the BoE in October of 2014.
  - d. Increased budget awareness and educational offerings throughout the community through the use of Facebook, the Budget Advisory Committee, our website, ongoing engagement with the faculty and staff through a constant presence in the building and at faculty meetings to keep our stakeholders informed. This includes personally updating the BCSDk12.org website with multiple Common Core links for parents and students and writing and distributing multiple cross campus communications via email or letter to keep our staff informed.
  - e. Applied for increased funding of Title I grant monies with the focus to create BCSD's first Parent Academy. Parent Academy will mirror similar efforts around the country for continuous and meaningful outreach to our parents/guardians. Combining the efforts of the new Title I Coordinator Position and the our continuing education and health advisors will allow for this transformational program to gain a strong foundation for years to come.
  - f. Authorized the review, request and implementation for a YMCA before and after school program at BES.
  - g. Hosted the first local Common Core State Standards forum.
  - h. Continuously meet with all the unions to keep open the lines of labor communication.
  - i. Established timely and informative Administrative Team Meetings.
  - j. Actively engaged in the community (concerts, faculty meetings, athletic events, plays, school community events and classroom productions).
  - k. Open, accessible, approachable and highly visible to all before, during and after school.
  - l. Established and executed an exhaustive and highly informative Entry Plan.
  - m. Anonymously surveyed the staff to obtain information and a greater understanding of my performance.
4. **Continuous Improvement:** Design a blueprint which outlines and documents steady improvement across all departments.
- a. Established best practices in-service with Dr. Howard Smith. Dr. Smith shared over twenty-five (25) years of administrative experiences with the

Board of Education and the Superintendent.

- b. Recruited ten (10) teachers and one (1) administrator to become part of our Common Core PD Team. This team acted as a resource for curriculum alignment and delivered common core professional development to our staff.
- c. Personally attended New York State Council of School Superintendent Conferences and trainings, New Superintendent's Academy, MASLA's annual conference, monthly Chief School Officer meetings, participated in the APPR Lead Evaluator Trainings in Malone and Saratoga Springs, read numerous articles, listened to books on tape, read books and on-line publications to remain current and up to date in my profession.
- d. Originated new or improved policies/procedures including but not limited to a comprehensive and documented hiring process, registration and residency requirements and procedures, and Family Medical Leave Act paperwork

*Establishment of  
Board Goals*

*Establishment of Board Goals*

The Board worked on establishing Board Goals. The Board Goals will be presented at a future Board meeting.

*Establishment of  
District Goals*

*Establishment of District Goals*

The Superintendent submitted draft District Goals from the administration. The draft goals were discussed and will be presented for discussion and adoption at a future Board meeting.

**Additional Items to Discuss**

*Establishment of  
Superintendent Goals*

*Establishment of Superintendent Goals*

Board member Eric Anderson inquired if the Superintendent's goals have been established. The Superintendent and Board will establish mutually agreed upon goals (2 to 3) at a future meeting in executive session.

*Veteran's Exemption*

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The Board President inquired about a time table for the veteran's exemption. The Superintendent stated that Brian Dowling, Assessor from the Town of Plattsburgh will be in attendance at the next Board meeting to speak about the different exemptions, how much property is exempt, the effect of exempt property and the effect of exempt property on our Star exemption.

*Adjournment*

**Adjournment**

It was moved by Debbie Passno, seconded by Eric Anderson and unanimously carried, that the meeting be adjourned. Time 8:30 p.m.

Joanne Menard  
District Clerk