

**DATE:** February 24, 2009  
**WHERE HELD:** Charlton Heights

**KIND OF MEETING:** Regular  
**PRESIDING OFFICER:** Bob Speck

**MARGINAL  
NOTATIONS**

**MEMBERS PRESENT:**

**John Blowers**  
**Elizabeth Herkenham**  
**Tim Kelliher**  
**Patre Kuziak**  
**Joe Pericone**  
**Robert Speck**  
**Michael Wolf**

**MEMBERS ABSENT:**

**OTHERS PRESENT:**

**Jim Schultz, Jacqueline St.Onge, Rick Evans, Christy Multer, Dina Edgar, Anne Long, Rie Posillico, Dan LeClaire, Michael Koester, Mike Nally**

**There was an executive session at 6:45 PM to discuss personnel.**

President Robert Speck called the Board meeting to order at 7:30 PM.

Reciting of the Pledge of Allegiance

Mr. Kelliher moved and Mr. Blowers seconded the approval of the consent agenda which included minutes of the February 10, 2009 regular meeting of the Board of Education.

Motion carried 7-0

See attachments

Mr. Kelliher moved and Ms. Herkenham seconded the acceptance of the retirement of Cynthia Hopkins, Grade 3 teacher at Stevens, effective 7/1/09; and the approval of the substitute teacher appointment, so noted on the attached list.

Motion carried 7-0

See attachment 1

Mr. Kelliher moved and Ms. Herkenham seconded the approval of the civil service personnel action as recommended by the Superintendent of Schools.

Motion carried 7-0

See attachment 2

Mr. Kelliher moved and Ms. Herkenham seconded the approval of the Contract for Health & Welfare Services with Scotia-Glenville CSD.

Motion carried 7-0

See attachment 3

Mr. Wolf moved and Ms. Herkenham seconded the approval of the recommendations from the Committee on Special Education.

Motion carried 7-0

See attachment 4

**Privilege of the Floor**

SGO president Michael Koester informed board members that he recently delivered student surveys on the budget to Christy Multer. He summarized the comments briefly stating student opposition to cutting programs. Michael reported on activities taking place during Spartan Pride week.

**Program Review**

Jackie St. Onge introduced Dina Edgar and her presentation to the Board on the Business Office. Dina began with an overview of the Business Office functions and associated operational cycles. Many of the activities such as payroll, accounts payable, purchasing, etc. continue throughout the entire year. Certain activities occur during specific months such as tax collection, budget preparation, and quarterly tax reporting. There are three yearly cycles for the Business Office that are each associated with specific activities; state fiscal year, calendar year and the regular school year. For example, W-2 reporting occurs at the end of the calendar year while many of the State financial reports are due at the end of the school fiscal year. Dina also discussed the various audits that occur throughout the year and how the financial oversight has increased from the State level. A financial audit is done each year by an external accounting firm and recently schools have been required to have an annual internal controls audit performed by an independent audit firm. Schools are also required to appoint a claims auditor for reviewing all purchasing activities. In addition to these ongoing requirements, all schools in New York State are subject to an audit by the Office of the State Comptroller. The results of the State Comptroller's audit of BH-BL was a clean, no findings audit that put BH-BL in the top 5% for New York State. This is an accomplishment for the Business Office Staff. Dina described other challenges facing the Business Office including GASB 45 changes, staffing challenges, and the flood of the Hostetter

building. She concluded the program review with future challenges including the next bond referendum cycle.

### **Budget Forum Agenda**

Finance chair Joe Pericone discussed the objectives for the public forum. Jim asked Board members to review the agenda. The next forum is an educational opportunity for our community to understand the budget and provide input. The title was changed to unprecedented because these really are times that we have never seen before in BH-BL. The agenda will include a look at the preliminary budget, the revenue picture from the Governor's proposal and the potential impact of the federal stimulus. We will show how BH-BL is responding to this economic crisis. We will be describing the cost cutting measures already underway. In addition, options to balance the 2009-10 budget will be communicated. The superintendent will present his tiered approach to the community for staffing & program changes. There will be time at the end to discuss lobbying efforts. An input sheet will be available for attendees with specific questions and opportunities for general comments. Jim asked Board members for input on the presentation. Suggestions included an explanation of the multi-year impact on retirement contributions, using the Governor's proposal as the scenario for the revenue forecast, splitting the pie chart into specific areas if significant, having an open question session, reinforcing why we can't unilaterally open contract negotiations, and a reminder of the Board candidate filing deadline.

### **Reports & Communications**

- Jackie St. Onge attended the Health & Safety Committee meeting and reported that the emergency response guidelines are being finalized. She updated the Board on the status of the insurance reports on the Hostetter building flood. Currently, claims adjusters from the two insurance agencies are negotiating an agreement on the scope of the damages. Jackie gave Board members a brief overview of the progress of the Critical Infrastructure Needs Committee.
- John Blowers addressed the NYS United Teacher Technology Institute at an event hosted at NYSUT and co-sponsored by the Workforce Coalition. John's presentation was entitled "Workforce in a High Tech Chip Fab."
- Elizabeth Herkenham attended the presentation given by John Blowers and felt it would be valuable for our staff to hear his message. Elizabeth attended a Pashley PTA meeting at which she spoke about the budget and lobbying efforts. PTA members are ready to advocate for their school.
- Joe Pericone reminded Board members about the Rappers celebration for recognition of students who have increased their GPA. Joe attended a similar meeting at the Middle School for student's raising their GPA's.
- Rick Evans reported that the Early Intervention Committee is meeting to explore revising the screening process for incoming kindergartners. The Response to Intervention committee is looking at the special education classroom composition. They are crafting an approach to address these students. Rick reported that the Education Council is continuing their culture team data initiatives.
- Superintendent Jim Schultz reminded Board members that negotiations are starting with both the Civil Service Employees Association (CSEA) and the Administrators bargaining units. Jim reported that the calendar committee is meeting to finalize their plan for next year. They are discussing the timing of Regents exams for next year. BOCES has elected to start the school year a week early, prior to Labor Day and the calendar committee will be evaluating two proposals. They are listening to other schools and will make a decision on the start of school. Jim also reported on cost savings suggestions for increasing shared services for transportation and bus washing. He reminded Board members about the BH-BL rotary breakfast and availability of tickets.
- Bob Speck received some publications that he would like to share with interested Board members. Bob has been looking at the comprehensive housing plan for the town of Ballston. There are plans for forty-six units to be built across from Beacon Hill and another twenty-six near Goode St. The proposal across from Beacon Hill is believed to be condominiums for seniors. Bob reminded Board members about the importance of keeping the policy manual current.

Mr. Blowers moved and Mr. Wolf seconded a motion to adjourn.

The meeting was adjourned at 9:15 PM.

Respectfully submitted,

Jacqueline St. Onge  
Clerk of the Board