

The regular meeting of the Fillmore Central School District, Board of Education was called to order at 7:07 pm by President Tom Parmenter.

Board Members present: P. Cronk, M. Dean, J. Hodnett, T. Parmenter, and F. Roeske.

Administration present: Superintendent M. Cox, Principal K. Faulkner, and Business Manager T. Ricketts.

Others present: D. Hint, C. Hint, E. Hotchkiss, K. Hint, N. LaCelle-Peterson, B. Webb, B. Hunter and K. Irwin

Comments from Visitors

None

Internal Audit

Internal Auditor Nikki James presented the Board with the final report that targeted controls over information technology and fuel usage for the period of July 1, 2010 through May 31, 2011.

- The Information Technology report noted three (3) observations with two (2) subsequent recommendations. Details of this report can be reviewed in the District office during regular business hours.
- The Fuel Usage report showed no deficiencies that required action. Ms. James complimented the Transportation director on the accurate records provided and the consistent following of required procedures.
- An Updated Risk Assessment as of June 17, 2011 was provided and reviewed. This report included a chart indicating different operational areas and their respective risk levels.

A motion was made by Hodnett, seconded by Dean, to adopt the following:

“BE IT RESOLVED that the Board of Education of the Fillmore Central School District does hereby accept the Internal Auditor’s Report on controls over Information Technology and Fuel Usage for the period of July 1, 2010 through May 31, 2011 as compiled by auditor Nichelle A. James, CPA, CIA, CGAP.

Ayes 5

Nays 0

MOTION CARRIED

Environmental Club Presentation

Science teacher Bill Hunter introduced several students who have requested the Board approve the creation of an Environmental Club. This approval would allow club members to raise funds by selling reusable water bottles and by obtaining a paper returner. The paper returned is a receptacle for recyclable paper. The paper would be purchased by a third party. Their objective is to raise awareness of excessive paper use, the positive impact recycling has on the environment and create opportunities for interested students to actively take part in maintenance of the Greenway Trail, which runs through Fillmore. Other ideas were the possible purchase of a composting station that could be used to reduce food waste in the dumpsters.

A motion was made by Roeske, seconded by Cronk, to approve the proposal for an Extra-Curricular Environmental Club.

Ayes 5

Nays 0

MOTION CARRIED

Superintendent's Report

Dental Program - Superintendent Cox reported that on December 19 a representative from "Going Miles for Healthy Smiles", a community dentistry program, met with him and School Nurse Stacey Parmenter. The goal would be to improve dental health and hygiene for all students with a volunteer, on-site program at no cost to students. Board members agreed that further information would be welcome and agreed to schedule a presentation by program representative Laurie Turner at the January Board meeting.

Pre K-3 Concert – Scheduled for December 20 at 6:30 pm in the auditorium under the direction of music teacher Jessica Chapman with assistance from Houghton College student teacher Katie Pitts.

January Presentation – Curriculum Coordinator Wendy Butler and 5-12 Principal Kyle Faulkner will make a presentation to the Board at the January meeting about the progress with teachers on the topic of Annual Professional Performance Review (APPR) and professional development.

State Finance Advocacy presentation – Approximately 10 community members attended a second presentation of the NYS financial outlook as it pertains to the new Tax Cap law and the inequity in NYS School aid distribution. The presentation was held in the school auditorium prior to the December 19 Board meeting at 6:00 pm.

Committee Reports

Communications Team

- Building Security
 - New drop off spot for students behind the elementary wing provides safer drop off and better traffic flow.
 - Morning supervision is being reassessed and faculty monitors reassigned to areas with a higher need for supervision.
 - Building visitors and building entry was discussed. Many visitors have been seen in the building without a visitor badge. There was concern expressed over the numbers of entry points available to the general public. It was decided to reduce the number of unlocked entries. Board discussion included the suggestion to requiring all faculty, staff and administrators to wear a lanyard type badge for identification purposes.
- Open House signups for parent/teacher conferences was discussed with concerns over long lines and possible confidentiality issues with public viewing of the entire list. It was agreed to place sign up sheets inside rooms rather than at the front entry.
- The 2012-2013 budget process was discussed including a chart that reveals multiple opportunities for teachers and staff to provide suggestions and ideas for cost containment.

Finance Advisory Committee

- Items discussed were the budget planning process and different groups that have an opportunity to present ideas.
- Business Manager Tom Ricketts shared insight concerning a recent article stating that high needs schools are seen as a tax cap casualty. Mr. Ricketts also shared specific information about budget projections.

- Suggestions were shared regarding cost containment strategies, including, but not limited to the consideration of implementing a three-tiered prescription plan which could significantly reduce District health care costs. Other areas that are being considered are reviewing extra-curricular positions which are not currently filled, reducing professional memberships and associated fees, asking bargaining units to consider a reduction in wage increases and/or a wage freeze, reduced CoSers, a reduction in field trips, and possibly a District retirement incentive.

Finance Advisory Committee meetings were distributed. Both groups held much discussion on strategies to bridge a probable gap in the 2012-2013 school budget. Everyone agreed that all aspects of school finances need to be considered as we face a difficult financial future. It will take all groups considering what measures they can take to help cost containment and reduce increased expenses.

Budget Planning Process, 2012-13

Mr. Cox reviewed the process by which reductions in expenses should be considered, with much input from all stakeholders.

Treasurer's Report

Mr. Ricketts reviewed the monthly financial summary for the month of November and distributed reports on the general fund expenditures as of November 2011.

Mr. Ricketts also reviewed the School Lunch Program finances, noting that current projections indicate a year end balance of approximately \$41,197.00. Ideas are being discussed that would reduce this balance.

A motion was made by Dean, seconded by Hodnett, to approve the Treasurer's Report for the month of November and to grant authority to pay necessary December bills with the Treasurer's Report to be presented at the January Board of Education meeting.

Ayes 5 Nays 0

MOTION CARRIED

Other Business

- a. Old Business - None
- b. New Business – The next regular meeting will be held January 19, 2012 at 7 pm.

Personnel (Executive Session)

A motion was made by Hodnett, seconded by Roekse, to go into Executive Session to discuss matters leading to the appointment, employment, suspension, promotion, discipline, dismissal or removal of any personnel and Committee on Special Education recommendations.

Ayes 5 Nays 0

MOTION CARRIED

The Board entered Executive Session at 8:37 pm and reconvened open session at 10:13 pm.

Consent Agenda

A motion was made by Dean, seconded by Hodnett, to approve the Consent Agenda.

- Approval of the minutes from the November 17, 2011 Board of Education meeting.

- Extra Curricular
 - Appointment of Colleen Myers to the position of Boys Basketball Shot Clock Operator, 2011-12.
 - Appointment of Brendan Heaney to the position of Junior/Senior Class Co-Advisor, 2011-12 – 2012-13.
 - Appointment of Molly Heaney to the position of Junior/Senior Class Co-Advisor, 2011-12 – 2012-13.
- Personnel
 - Accept a Child Rearing Leave Request from Music Teacher Jessica Chapman, March 20, 2012 – May 4, 2012.
 - Accept a Letter of Resignation from Superintendent/K-4 Principal Martin D. Cox, effective January 31, 2012.

Ayes 5 Nays 0

MOTION CARRIED

Adjournment

A motion was made by Roeske, seconded by Cronk, to adjourn the meeting.

Ayes 5 Nays 0

MOTION CARRIED

The meeting was adjourned at 10:14 pm.

ATTEST: _____
District Clerk