

**RED HOOK CENTRAL SCHOOL DISTRICT  
MINUTES OF REGULAR BOARD OF EDUCATION MEETING SEPTEMBER 26, 2018**

The regular meeting of the Board of Education was called to order by President Moore at 6:00 p.m. in the K-2 Library at the Mill Road Elementary School followed by the Pledge to the Flag. **CALL TO ORDER**

Motion made by Dawn Morrison and seconded by Jen Munn to approve the following:  
That the Board of Education move to Executive Session at 6:00 PM for the purpose of discussing the employment history of a particular individual(s)  
All were in favor with none opposed. Motion carried. **EXEC SESSION**

President Moore declared the Board returned to open session at 7:05 p.m.  
Board members present were: K. Kortbus, J. Moore, D. Morrison, J. Munn and M. Rothwell. Administration present were: P. Finch, B. Martin, K. Summers, J. Costello, S. Smith, and E. Maskell, District Clerk.

Dr. Richard M. Hooley, District Superintendent, Dutchess BOCES discussed the BOCES Capital Project that is coming up for vote on December 11, 2018. **PRESENTATIONS**

Amy Gilbert and Billie Tixiera gave a presentation on IB French and Spanish trip for 2019

There were 7 visitors and one member of the press present.  
President Moore welcomed the visitors and invited them to ask questions or make statements at this time. There were no comments. **VISITOR RECOGNITION**

Student Board of Education Member Eli Staubi was introduced as one of the Student BOE Members for this upcoming school year. Mr. Staubi introduced himself and said the school year had a non-eventful start. Spirit week was last week with a good amount of participation. The pep rally went well and students look forward to the upcoming year. Mr. Staubi stated there was a great deal of positive feedback on the new ASL teacher. Mr. Staubi also noted a student chose to sit down during a Pledge of the Flag and was told she had to leave the class. Dr. Summers stated the issue was addressed with the student. Mr. Staubi stated there was an assembly last year with a speaker that was fantastic. Mr. Finch stated they are working on it for this coming year. **STUDENT BOE REPORT**

The following Superintendent communications were received and reviewed by the Board of Education: **SUPT COMM**

- BOCES Meeting Minutes from August 2018
- BOE Yearly Dues  
Motion made by Dawn Morrison and seconded by Jen Munn to accept a motion to pay the yearly fee for dues for the Statewide School Finance Consortium. All were in favor with none opposed. Motion carried 5-0.
- Auditorium Discussion
- Possible report from Adult Education to update the BOE.

The following monthly reports were received and reviewed by the Board of Education: **ADMIN REPORTS**

- K-2 Principal's Report, Newsletter – E. Hayes
- 3-5 Principal's Report, Newsletter – B. Boyd
- LAMS Principal's Report – K. Zahedi & S. Smith
- High School Principal's Report – M. O'Brien

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Motion made by Jen Munn, and seconded by Dawn Morrison to approve the following Business Consent Agenda items 1-6: **BUSINESS**

1. Approve Board of Education Minutes for meeting held on September 12, 2018 and September 21, 2018. **MINUTES**
  
2. Approve the following field trip request: **FIELD TRIP**
  - Foreign Language Class trip to Montreal, Quebec from 05/24/19 through 05/27/19 contingent upon the successful completion of the required administrative guidelines and subject to cancellation at the discretion of the Superintendent of Schools at any time for safety reasons.
  
3. Approve the following payments for services related to the MR HVAC/Technology Project: **APPROVE PAYMENT**

Suburban Restoration  
PO Box 28  
Hawthorne, NJ 12581

Application #003 FINAL  
In the amount of: \$50,178.05
  
4. Approve the Letter of Agreement between the Red Hook Central School District and the Red Hook School Support Staff Association and Shawn Sullinger effective September 1, 2018. **APPROVE AGREEMENT**
  
5. Approve the following 2018 revised school tax bills: **APPROVE REVISED TAX BILLS**

|  |           |                 |                      |
|--|-----------|-----------------|----------------------|
| Egan, Thomas & Mary Anna               |           |                 |                      |
| 2018-2019 Assessment                   | \$        | 281,700         |                      |
| 2018-2019 Revised Assessment           | \$        | 281,700         |                      |
| Present 2018-2019 Tax Bill:            | \$        | 5,052.18        |                      |
| Revised 2018-2019 Tax Bill:            | \$        | 4,057.84        |                      |
| <b>Savings/Reduction/Refund</b>        | <b>\$</b> | <b>994.34</b>   | <b>Adjusted Bill</b> |
| Clerical Approved Enhanced STAR        |           |                 |                      |
| Jantzen, Thomas                        |           |                 |                      |
| 2018-2019 Assessment                   | \$        | 175,000         |                      |
| 2018-2019 Revised Assessment           | \$        | 175,000         |                      |
| Present 2018-2019 Tax Bill:            | \$        | 4,180.41        |                      |
| Revised 2018-2019 Tax Bill:            | \$        | 525.67          |                      |
| <b>Savings/Reduction/Refund</b>        | <b>\$</b> | <b>3,654.74</b> | <b>Adjusted Bill</b> |
| Clerical Approved Agri. Exemption      |           |                 |                      |
| Mergendahl, Brandon                    |           |                 |                      |
| 2018-2019 Assessment                   | \$        | 345,000         |                      |
| 2018-2019 Revised Assessment           | \$        | 333,000         |                      |
| Present 2018-2019 Tax Bill:            | \$        | 7,527.91        |                      |
| Revised 2018-2019 Tax Bill:            | \$        | 7,238.79        |                      |
| <b>Savings/Reduction/Refund</b>        | <b>\$</b> | <b>289.12</b>   | <b>Adjusted Bill</b> |
| Clerical Approved Assessment Reduction |           |                 |                      |
| Basile, Victor                         |           |                 |                      |
| 2018-2019 Assessment                   | \$        | 475,000         |                      |
| 2018-2019 Revised Assessment           | \$        | 440,000         |                      |

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|                                 |           |               |
|---------------------------------|-----------|---------------|
| Present 2018-2019 Tax Bill:     | \$        | 10,325.60     |
| Revised 2018-2019 Tax Bill:     | \$        | 9,564.76      |
| <b>Savings/Reduction/Refund</b> | <b>\$</b> | <b>760.84</b> |

Clerical Approved Assessment Reduction

6. Approve the following field trip request:
  - Mill Road Intermediate School trip to NYC to see a Broadway show on May 22, 2019 contingent upon the successful completion of the required administrative guidelines and subject to cancellation at the discretion of the Superintendent of Schools at any time for safety reasons.

All were in favor with none opposed. Motion carried.

Motion made by Kate Kortbus, and seconded by Jen Munn that the following personnel consent agenda items 1-11 be approved upon the recommendation of the Superintendent of Schools: **PERSONNEL**

1. Approve change in employee status of Denise Beneway to the position of full-time (8.0 hours per day) Typist, to be paid at RHSSSA Schedule M, Step 5, \$21,280.00 per year, effective September 27, 2018. This position has a 26-week probation period which will commence on September 27, 2018 and run through March 27, 2019. Ms. Beneway was previously hired as a part-time Clerk. **APPROVE STATUS CHANGE**
2. Approve an extension to the paid FMLA LOA for employee #435, for the period of September 4, 2018 through September 24, 2018, and a paid non-FMLA Medical Leave of Absence extension for employee #435, for the period of September 25, 2018 through October 31, 2018. **EXTEND LOA**
3. Acknowledge a paid FMLA leave of absence for employee #2483 for the period of August 31, 2018 through September 28, 2018. **FMLA/WC LOA**
4. Appoint Susan Orange to the position of full-time Typist for Pupil Personnel Services, to be paid at RHSSSA Schedule F Step 1, \$32,215 per year pro-rated, pending fingerprinting clearance, with an effective date of October 1, 2018. This position has a 26-week probation period which will commence on October 1, 2018 and run through March 30, 2019. **TYPIST APPOINTMENT**
5. AMEND the appointment of Robert Pallatto to reflect a three-year probationary term commencing on September 1, 2018 tentatively scheduled to conclude on August 31, 2021 in the tenure area of Technology Education. Mr. Pallatto was previously approved with a start date of September 21, 2018. **AMEND APPOINTMENT**
6. Accept the resignation of Michelle Keene, Contract Substitute Secondary Science Teacher, effective July 1, 2018. **RESIGNATION**
7. Appoint the following special assignments for the 2018/2019 school year: **CLUBS**

EXISTING CLUBS

|              |          |                    |
|--------------|----------|--------------------|
| HS Book Club | \$834.00 | Elizabeth Driscoll |
|--------------|----------|--------------------|

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|                                       |          |                     |
|---------------------------------------|----------|---------------------|
| HS Gaming Club                        | \$834.00 | Robert Engasser     |
| International/Cultural Awareness Club | \$834.00 | Billie Teixeira     |
| LAMS Dungeons & Dragons               | RESCIND  | Frank Massa         |
| LAMS Dungeons & Dragons               | \$834.00 | Thomas Acquisto     |
| LAMS Robotics advisor                 | \$417.00 | Robert Pallatto co- |
| LAMS Robotics                         | \$417.00 | Ben Hoen co-advisor |

DISTRICT-WIDE CURRICULAR ACTIVITIES

|                       |            |                 |
|-----------------------|------------|-----------------|
| Rehearsal Accompanist | \$ 690.00  | Kyle Pogemiller |
| Vocal Advisor         | \$2,175.00 | Kyle Pogemiller |

8. Appoint the following special assignments for the 2018-2019 school year: TEACHER MENTOR
- TEACHER MENTOR  
 Larra Agate to Mentor Sean Brazeil      Secondary Science  
\$3,737.00

9. Appoint the following coaching assignments for Fall 2018: COACH
- FOOTBALL**  
 Modified:                      Bill Stutz                      \$2,657

10. Approve transfer of employee Heather Pavo from part-time Senior Food Service Helper (5.75 hours per day) to full-time Cook (6.5 hours per day), retroactive to September 5, 2018, to be paid at RHSSSA Schedule H Step 3, \$12.01 per year to be pro-rated. Also approve leave of absence of Heather Pavo from the Senior Food Service Helper position until 26-week probation period as Cook is completed pursuant to Civil Service rules and regulations. Ms. Pavo's probationary period as a Cook began on September 5, 2018 and will end on March 27, 2019. TRANSFER OF POSITION AND LOA

11. Acknowledge one day Leave Without Pay for employee #398 on June 26, 2019 as a one-time only, non-precedent setting basis due to the unique circumstances presented. NON-PAID LEAVE

All were in favor with none opposed. Motion carried 5-0.

Motion made by Dawn Morrison and seconded by Jen Munn to accept the following:

12. Approve the updated Terms and Conditions to the Contract of Dr. Kitty Summers, effective September 26, 2018. APPROVE T&C

Four Members were in favor of the motion, J. Moore, D. Morrison, K. Kortbus and J. Munn. One Member was opposed to the motion, M. Rothwell. Motion passed 4-1.

BOE REVIEW – 09/12/18

**BOE  
REVIEW**

1. Grading
2. Academic Audit

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3. Post-Graduation Study
4. BOE Goals
5. HS Performance Space
6. Long-term Facilities Planning for Athletic Fields
7. K-12 Mental Health Program
8. Safety Audit and Survey
9. Committees

Mr. Finch noted that on October 2, 2018 Mr. Mckiernan the new HS principal will be there for a meet and greet at 7:00 p.m. in the high school sponsored by the PTSA.

President Moore invited the visitors again to make statements at this time.

**VISITOR  
RECOGNITION**

Motion made by Dawn Morrison and seconded by Jen Munn to accept the following:

**STUDENT LEARNING:**

**BOE GOALS**

1. GOAL: Continuously ensure educational programs, vocational opportunities, extra-curricular activities exist for all students to compete in a diverse and global society.

TASK: Expand vocational and educational programs

TASK: Improve equity – access and opportunity to all

TASK: Re-deployment of staffing needs and analysis of effectiveness for future preparedness

**STUDENT CULTURE:**

2. GOAL: Develop initiatives that increase awareness, internationally and culturally with respect, understanding, tolerance and acceptance for all students.

TASK: Promote a culture that supports needed resources to the mental health needs of all students/staff

TASK: Provide equity to all students for field experiences (trips, excursions, student activities/supplies)

TASK: Develop an advisory period to facilitate discussion regarding diverse subjects – too be reviewed for effectiveness quarterly.

**FACILITIES/OPERATIONS**

3. GOAL: Develop a plan to maintain, monitor building/grounds for energy options, safety, security, and levels of efficiency for learning

TASK: Prioritize short/long term projects

TASK: Security measures per security analysis

TASK: Develop a plan to inventory/improve/maintain replacement cycles in all departments

TASK: Projects designed with the community's ability to pay/ expectations for excellence in education

**AUDITORIUM PROJECT**

4. GOAL: Project currently with plans submitted to SED / ground breaking May 2019

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TASK: Communicate with all stakeholders on project's progress routinely – monthly BOE reports

TASK: Monitor project design/plans for costs, revisions

TASK: Bring project to a successful completion

**COMMUNICATION**

5. GOAL: Establish practices that ensures district communication in the collaborative spirit with parents, community members and organizations

TASK: District representation, admins, BOE increased activities with stakeholders – coffees, etc.

TASK: Develop a comprehensive communication plan that improves communication across the District

TASK: Engage multiple media platforms that ensures a clearer, timelier, and more access to information reporting RHSCD accomplishments and updates. Some platforms may be information in nature only.

TASK: Investigate initiatives regarding PR person (Questar/BOCES aid), informational strand (digital presence), board information in multiple platforms

**CAPACITY DEVELOPMENT**

6. GOAL: Build a fiscally sound financial operation with focus on the community's expectation for excellence and the ability to pay.

TASK: Build a plan for future staff planning (BoE/ADMIN)

TASK: Build relationships with various student focus groups to adequately provide for student learning

TASK: Provide opportunities to network and collaborate with various staff, management top-down to design meaningful dialogue to enhance student and staff trust and growth

TASK: Continue across the district opportunities to recognize student/personnel practices

TASK: Encourage professional development and professional learning communities enhancing school culture and climate in all district departments

**ADJOURNMENT**

Motion made by Kate Kortbus and seconded by Jen Munn to adjourn the meeting at 8:41 PM. All were in favor with none opposed. Motion carried.

**ADJOURN**

Respectfully submitted,

Elena Rae Maskell  
District Clerk