

**DANSVILLE SCHOOLS**  
**Board Workshop Meeting Minutes**  
**June 1, 2009**

A workshop of the Dansville Schools Board of Education was called to order at 7:21 p.m. by President Mike Kapp.

Members Present: Carolyn Jones, Phil Minshall, Dan Pheils, Dave Lilly, and Mike Kapp

Members Absent: Mary Clinton, Charlie O'Rourke

Administrators: Ron Stoneman

Pledge of Allegiance

Discussion

Meeting times were confirmed for the following:

Quarterly meetings begin at 7:00 p.m.

June 22 Public Hearing begins at 6:30 p.m.

June 22 Special Budget meeting begins at 7:00 p.m.

Board Policy Review and new numbering system

1. Policy 212.1, Policy for Bomb Threats
  - a. Trustee Jones expressed concern at the last sentence of the District directing the emergency responders and felt we should give responsibility to the Fire Department. Wording was proposed for the last sentence.
2. Elimination of Policy 890, Bomb Threat Procedures in conjunction with the review and update of Policy 212.1
3. Policy 333, Community and Adult Education
  - a. Board agreed with proposed changes.
4. Policy 341.4, Curriculum Development
  - a. First paragraph was wordy and hard to read.
  - b. Proposed wording changes were given and agreed upon.
5. Policy 721.2, Sale of Surplus Property
  - a. Board proposed \$5000 limit for Superintendent and proposed wording changes.
6. Policy 461 Electronic Devices
  - a. Proposed grammatical changes
  - b. Board asked if prohibited cell phone use during a lockdown is a county-wide mandate.
7. Elimination of Policy 5136, Cell Phone Use. Suggested consolidation with policy 461.
8. Policy 348.62, Extra Curricular Attendance. Suggested changes were given by Nancy Jungkans, Athletic Director.
  - a. The board felt the policy should be more broad and cover overall inappropriate behavior and not particular instances. Policy was edited to reflect this proposal.

The first reading of these policies will be at the regular June Board meeting.

The Board discussed the school handbooks and proposed reviewing them on a rotation schedule to ensure Board policy is not in conflict.

The proposed changes to the Elementary Handbook were reviewed.

1. Adding a section on “vacation homework”.
2. Adding a section on the Parent Advisory Committee.

Establish a new bank account for Joanne Manshum Coco Netta scholarship at Citizens Bank

1. The school received funds from the estate of Ms. Manshum to use toward a yearly scholarship for students in financial need.

Review of Board Goals

1. Establish a calendar of regular board action
  - a. A calendar with regular board action required to be developed and given to board to approve
2. Improve documentation of board resolutions
  - a. On-going
  - b. Superintendent’s office will have a separate book of all board resolutions available for review during normal business hours.
3. Establish a quarterly special meetings calendar
  - a. Complete
  - b. All quarterly meetings are scheduled for 7:00 pm the first Monday of the applicable month except for September, which will be the second Monday.
4. Establish procedures for Superintendent evaluation
  - a. Updated
  - b. Proposed evaluation tool from ISD to be used in for 2009 evaluation.
5. Review all board policies
  - a. On-going
  - b. Goal is to have 2-3 each month in discussion, first reading, second reading or adoption.
6. Update board by-laws
  - a. The by-laws will be amended as needed during the year.
7. Develop new member orientation materials and procedures.
  - a. On-going

Dansville Schools Superintendent Goals for 2009

Development of an on-going district planning process that includes the following:

An Annual Planning Calendar that defines when various components of the Strategic Plan need to be reviewed and ensures that planning and budget cycles are coordinated.

- Would like to add board calendar along with all community meetings.

Monitoring and Reporting on progress on the indicators of success in the Strategic Plan.

- Will review in summer.

Defined Roles for the board, administration, staff, and community in the planning process.

- On-going

A Communications Plan to communicate the plan and progress to stakeholder groups.

- On-going

Integration with other district initiatives, including the Budget Development Process, Technology Plan, Facilities Plan, Maintenance Plan, School Improvement Framework, *Failure is Not an Option* effort, Professional Development, and Superintendent Evaluation process.

- On-going

Development of an annual budget process and calendar that is transparent and inclusive of all stakeholders.

- In conjunction with the annual board approval calendar, information will be included.

Completion of a new district Technology Plan prior to expiration of the current plan on June 30, 2009.

- Completed April 2009

Development of the first maintenance plan for the district.

- On-going with Kingscott & Associates

Development of a response to the expiration of the Sinking Fund.

- Proposal to community at community meetings for a 2 year renewal

Development of a transition plan to move school board elections from May to November.

- On-going

Reinstatement and completion of the work of the Sex Education Advisory Committee.

- Principal Terry Jones is contractually obligated to develop and maintain this committee

Establishment of a Wellness Committee and completion of a district Wellness Plan.

- Travis Gucky is will be chair of this committee

Discussion on the approval of all day kindergarten and if action was needed at the regular June board meeting. The board will make a statement confirming the approval they gave to Superintendent Stoneman and Faith Norman to pursue all day kindergarten for the 2009-10 school year.

Discussion on the Vision & Mission statement and if action was needed to approve. Superintendent Stoneman stated each building is developing their own and will bring to the board for approval at a later date. After development, the principals will report to the board on current values/missions.

Discussion on current modified block schedule at the high school. Superintendent Stoneman stated he requested the High School staff to research other schedule options and costs associated with those changes.

Treasurer Phil Minshall stated he was advised DeWitt schools are privatizing cleaning and the school is exploring having all boys and all girls' classes to increase learning.

Discussion on Administrator's contracts.

- Lisa Swem from Thrun Law Firm provided wording to change contracts to one-year terms.
- With financial status of district, it might be in the best interest of the district to have one-year terms only.
- The district could have a one-year contract and then return to two-year contracts when the financial status of the district is more stable.
- It was suggested the finance committee meet to discuss this issue and options for what is best for the district.

The meeting was adjourned at 9:39 pm.

Respectfully submitted,

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Dan Pheils, Secretary