

Croton-Harmon Union Free School District
Regular Meeting of the Board of Education

Date of Meeting: November 13, 2007

Kind of Meeting: Regular

Place & Time: Croton-Harmon High School, 7:45 p.m.

Board Present: Katherine Brechner, Neal Haber, Eugene Perl, Beth Roth, Karen Zevin, Lynda Jones, Teri Lukin

Staff Present: Marjorie Castro, Diane Chaissan, Kusum Sinha, Gabriella O'Connor, Karen Ames, Kelly Maloney, Barbara Ulm, Michael Plotkin, Joel Adelberg, Mark Maxam, Peter Kuczma, Amanda Bennett, Carrie Bishop, Jeanie Isabella, Jessica Butts

Call to Order The meeting was called to order at 7:45 p.m. by Katherine Brechner.

Approval of Agenda A motion to approve the agenda was made by Eugene Perl and seconded by Teri Lukin.

On the question: The out-of-district trip was removed from the Consent Agenda and will be voted on separately.

Ayes 7 Motion Carried

Presentation The Athletic Director, Peter Kuczma, discussed his first 100 days in Croton-Harmon. He reviewed what has been accomplished and the direction in which he and the department is going.

PVC Report Barbara Ulm, Principal, and Michael Plotkin, Assistant Principal, provided an overview of three new initiatives taking place at Pierre Van Cortlandt Middle School:

- A. Regular Guidance class (Jeanie Isabella).
- B. Positive Behavior Intervention and Support (Amanda Bennett).
- C. Bullying Prevention Program (Jessica Butts & Carrie Bishop).

Hearing of the Public The following comment was made:

- A. A request was made to have PVC Powerpoint presentation to be included on the district website.

President's Report The following topics were discussed:

- A. NYSSBA Convention:
 - 1. 3000 members attended.
 - 2. Neal Haber attended the School Law Conference, and he indicated there were changes in the Special Education law. First Amendment issues and policies were discussed.
 - 3. Karen Zevin attended the Commission Hearing on resource consolidation. This could be the next mandated initiative.
 - 4. Eugene Perl attended the Value Added Program about statistical data of standardized test and using it.
 - 5. Teri Lukin attended a program on mentoring students at risk and 100 ways to improve school climate.
- B. Lynda Jones commented on the 10/20 Area Ball Advocacy meeting regarding property taxes she had attended.
- C. Energy Resolution: Kathy Brechner spoke on behalf of the Briarcliff School District resolution on state assistance for energy and sustainability initiatives.
- D. Westchester/Putnam School Boards Association Dinner.

Superintendent's Report The following topics were discussed:

- A. Methacillin Resistant Staff Infection: Marjorie Castro reported that there has been a review of practices and procedures on cleaning and health.
- B. Superintendent's Conference Day: Very positive staff feedback. Many staff members said it was the best Superintendent's Conference Day ever.
- C. Marjorie Castro recognized the Board's find work and acknowledged the annual Board Recognition Month.

Director of Staff & Pupil Personnel Services Report The following topics were discussed:

- A. District SAVE (Schools Against Violence in Education training took place. The next steps will be ½ day building level training and possible creation of a quick reference guide for use in emergencies. Karen Zevin asked how can the Board of Education best respond in such situations. Beth Roth stated

we should provide information on what we expect/want out parents to know/do in such situations.

- B. SEPTA – 12/13 Presentation on Attention Deficit Disorder.

Director of Finance
& Adm. Report

The following topics were discussed:

- A. Budget Calendar and Budget Assumptions.

Board Liaison
Reports

The following topics were discussed:

- A. Terri Lukin attended Westchester County's Nutrition Summit.
- B. Eugene Perl reviewed the "To Do List".

Hearing of the
Public

The following topics were discussed:

- A. A parent of a current 2nd grader commented on the desire of funding for enrichment program opportunities during the 2008/09 budget formulation.
- B. A parent of a current PVC student commented in support of the 3 PVC initiatives and is looking forward to participating in the parental education piece.

Facilities Project
Update

A press release is needed on the change of agenda for the Board's November 26th meeting. The administration, and architect will be meeting with the Board to discuss:

- A. Plan Development.
- B. Cost.
- C. Timeline.

Audit Agenda

The following items were discussed:

- A. External Audit
- B. Claims Auditor Items.
- C. A motion to approve the Corrective Action Plan for the External Audit for the fiscal year ended June 30, 2007 was made by Eugene Perl and seconded by Neal Haber.

On the question: Lynda Jones stated that the answers to the audit letter lack specifics; will it be enough for the auditor? Periodic review of audit letter items progress is needed.

Ayes 7 Motion Carried

- D. The Board of Education agreed to draft a preliminary letter to Senator Liebell for possible financial assistance regarding implementation of a lunch program.

Policy First Readings

The following policies were read for the first time:

- A. Policy 5100, Attendance.
- B. Policy 5460, Child Abuse in a Domestic Setting.
- C. Policy 5460-R, Child Abuse in a Domestic Setting Regulation.
- D. Policy 4526.1, Internet Safety.
- E. Policy 4526.1-R, Internet Safety Regulation.
- F. Policy 6710, Purchasing Authority.
- G. Policy 6500, Bonded Employees and Officers.
- H. Policy 6630, Financial Reports and Statements.
- I. Policy 6720, Competitive Bidding Requirements.

Any changes should be provided to the Policy Committee (Karen Zevin, Neal Haber, Teri Lukin).

Special Education Placements

A motion to approve the following Special Education Placements for Student Nos. 3755, 2041, 1119, 13641, 9999, 0450, 23051, 23050, 1925, 20002, 11074, 10035, 11664, 0340, 11420, 11443, 11500, 1737 was made by Eugene Perl and seconded by Karen Zevin.

Ayes 7 Motion Carried

Out-of-District Trip: Spain

A motion to approve the out-of-district trip to be taken by Spanish IV and V students to Leon, Spain, January 31-February 10, 2007, was made by Neal Haber and seconded by Teri Lukin.

Ayes 6 Abstentions 1 (Katherine Brechner) Motion Carried

Consent Agenda

A motion that the Board of Education approve the following was made by Eugene Perl and seconded by Karen Zevin: Resolved that the Board of Education hereby approves all items contained on the Consent Agenda.

Ayes 0 Nays 7 Motion Denied

Removal of Item

A motion to remove Item J (next item in minutes) from the consent agenda was made by Teri Lukin and seconded by Karen Zevin.

Ayes 7 Motion Carried

Legal Invoices
Tabled

A motion to appropriate monies from the unappropriated fund balance and to increase account code A1420-441-00-0000 in the general fund budget to pay legal bills was made by Eugene Perl and seconded by Karen Zevin.

On the question: Neal Haber asked if the legal liability fund is not used, can it be moved and used for purposes other than legal? Lynda Jones asked why use the fund balance vs. legal liability fund?

Motion Tabled

Consent Agenda

A motion that the Board of Education approve the following was made by Beth Roth and seconded by Eugene Perl: Resolved that the Board of Education hereby approves all items contained on the new Consent Agenda.

- A. Rescind Policy 4010, Equivalence in Instructional Staff and Materials.
- B. Approve the following resolution:

BE IT RESOLVED, that the Stipulation of Settlement, dated October 23, 2007, with respect to Employee No. 00060 is hereby ratified and confirmed.
- C. Approve the Agreement for Services between the Croton-Harmon School District and Joanne McMahon, a provider of Consulting Services to District students who are in need of such services during the 2007-2008 school year, at the rate of \$750.00 per day.
- D. Approve the Agreement for Services between the Croton-Harmon School District and Lidia Alexander, a provider of Substitute Nursing Services to District students who are in need of such services during the 2007-2008 school year, at the rate of \$30.00 per hour.
- E. Approve the Agreement for Services between the Croton-Harmon School District and Barbara Frisenda, a provider of Consulting Services to District students who are in need of such services during the 2007-2008 school year, at the rate of \$750.00 per day.
- F. Approve the Contract for Educational Services between the Croton-Harmon School District and Ardsley Union Free School District for Student No. 11641, for the 2007-2008 school year.

- G. Award Bid No. 3, Athletic Supplies for the Winter 2007-2008 season, totaling \$10,506.82, as follows:
- | | | |
|-----|---------------------|-----------|
| 1. | Morley Athletics, | \$ 835.46 |
| 2. | ARC Sports | 68.00 |
| 3. | Laur Lee Sports | 2,246.10 |
| 4. | Anaconda Sports | 1,227.90 |
| 5. | Sports Locker | 2,556.50 |
| 6. | M-F Athletic Co. | 776.90 |
| 7. | Levy's Sports | 325.50 |
| 8. | Triple Crown Sports | 2,021.50 |
| 9. | Aluminum Athletic | 417.00 |
| 10. | Pyramid Products | 31.96 |
- H. Approve payment of a tax refund, in the amount of \$6,683.24, to Susan Strauss due to an oversight by assessor's office, which mistakenly removed the Basic Star exemption from the property, which impacted the 2005, 2006, and 2007 school tax bills.
- I. Approve the Building Use Fee Schedule for the 2007-2008 school year.
- J. Approve the 403(b) Vendor list.
- K. Approve "a team of one" with Peekskill City School District for a Croton-Harmon High School student to participate with the Peekskill swim team for the 2007-2008 school year.
- L. Approve the schedule of payment for PSAT proctors as follows:
1. Coordinator – Based on per teacher's diem rate. This per diem rate would be divided by 7.25 hours (workday). The hourly rate would then be multiplied by actual hours worked that day.
 2. Special Education Proctor - \$130 per session.
 3. Regular Education Proctor - \$100 per session.
 4. Runner - \$75 per session.
- M. Approve the appointment of Carol Loatman, Part-time Enrichment Teacher, Carrie E. Tompkins Elementary School, from January through April, 2008, at a stipend of \$5,000.00.
- N. Approve the appointment of Jennifer Moore to mentor Linda Meo, at a stipend of \$1,000, for the 2007-2008 school year.

- O. Approve the appointment of Linda Meo, Art Club Advisor, at a salary \$2,237 (Step 1), for the 2007-2008 school year.
- P. Approve the appointment of Anthony Bernardo, Jr. Varsity Girls' Basketball Coach, at a salary of \$4,474 (Step 1), for the 2007-2008 school year.
- Q. Appoint the following persons as proctors for the PSAT exams:
 - 1. Tanya Viola, Coordinator, \$257.90;
 - 2. Louis Villani, Special Education Proctor, \$130;
 - 3. Doug Young, Proctor, \$100;
 - 4. Doreen Pettit, Proctor, \$100;
 - 5. Lisa Sedita, Proctor, \$100;
 - 6. Alison Rhoades, Proctor, \$100;
 - 7. Judy Cummins, Proctor, \$100;
 - 8. Joyce Zern, Proctor, \$100.
- R. Approve the emergency conditional appointment of Robyn Kreppel, Part-time (.2) Enrichment Teacher, Carrie E. Tompkins Elementary School, at a salary of \$6,959.12, effective December 3, 2007.
- S. Approve the emergency conditional appointment of Tina Maxwell, Part-time Enrichment Consultant, Carrie E. Tompkins Elementary School, at a stipend of \$2,500, for the 2007-2008 school year.
- T. Approve the emergency conditional appointment of Eileen Davis, Part-time Enrichment Consultant, Carrie E. Tompkins Elementary School, at a stipend of \$1,500, for the 2007-2008 school year.
- U. Approve the emergency conditional appointment of Steven MacKay to coach a student from Croton-Harmon High School, participating with the Peekskill City School District swim team for the 2007-2008 school year, at no cost to this school district.
- V. Approve the addition of Richard Cappiello to the Substitute Teacher list.
- W. Approve the salary adjustment for Lou Villani, Girls' Modified Soccer Coach, from Step 1 to Step 2, at a salary of \$3,082 (mistakenly appointed at Step 1 at the Board meeting of September 10, 2007).
- X. Terminate the services of Gloria Papelian, Supervisory Lunch Aide, Pierre Van Cortlandt Middle School, effective June 30, 2007.

- Y. Accept, with regret, the notice of resignations submitted by the following persons:
1. Gary Gibbs, Afterschool Teacher Aide, effective October 29, 2007;
 2. Mary Ellen Carullo, Teacher Aide, effective November 2, 2007;
 3. Andrew Baskerville, Teacher Aide, effective June 30, 2007 (verbal resignation);
 4. John Calvert, Part-time Bus Driver, effective June 30, 2007 (verbal resignation);
 5. Kristen Deak-Turner, Teacher Aide, effective June 30, 2007 (verbal resignation);
 6. Susan Golde, Teacher Aide, effective June 30, 2007 (verbal resignation);
 7. Courtney Kamna, Teacher Aide, effective June 30, 2007 (verbal resignation);
 8. Dominick Pallone, Lunch Aide, effective June 30, 2007 (verbal resignation);
 9. Abdiel Ramos, Teacher Aide, effective June 30, 2007 (verbal resignation);
 10. Jessica Sanchez, Lunch Aide, effective June 30, 2007 (verbal resignation);
 11. Matthew Segatti, Teacher Aide, effective June 30, 2007 (verbal resignation);
 12. Gabrielle Simmons, Teacher Aide, effective June 30, 2007 (verbal resignation);
 13. Arthur Ubben, Part-time Bus Driver, effective June 30, 2007 (verbal resignation).
- Z. Approve the probationary appointment of Mary Ellen Carullo, Lunch Monitor, Carrie E. Tompkins Elementary School, at a salary \$12.54 per hour, effective November 5, 2007.
- aa. Approve the appointment of Xuan Myers as a Chinese translator, at a salary of \$15.00 per hour, effective immediately.
- bb. Approve the emergency conditional probationary appointment of Janice Barsuch, Part-time Bus Driver, effective October 19, 2007 (eligible for permanent appointment December 19, 2008).
- cc. Approve the probationary appointment of Richard Monetti, Afterschool Teacher Aide, at a salary of \$10.00 per hour, effective October 11, 2007 (eligible for permanent appointment December 11, 2008).

- dd. Approve the addition of the following persons to the following substitute lists:
 - 1. Mary Ellen Carullo, Substitute Teacher Aide;
 - 2. Vilma Caku, Substitute Teacher Aide, Computer Aide, Library Aide, Lunch Aide;
 - 3. Melissa Van Til, Substitute Teacher Aide.

- ee. Approve the shift changes for the following Custodial Workers, effective October 30, 2007:
 - 1. Bradley Carlson, from the Grounds Department (Day) to Pierre Van Cortlandt Middle School (Night);
 - 2. Ismael Rama, from Pierre Van Cortlandt Middle School (Night) to the Grounds Department (Day).

- ff. Approval of Budget Transfers.

- gg. Acknowledgement of Receipt of Financial Reports.

- hh. Acknowledgment of Receipt of Board of Education Minutes: Special Meeting, October 22, 2007.

- ii. Acknowledgement of Receipt of Treasurer's Report for the period ending September 30, 2007.

- jj. Acknowledgement of Receipt of Student Activities Fund Reports for the period ending September 30, 2007.

Ayes 7 Motion Carried

Hearing of the
Public

There was no discussion at this time.

Adjournment

A motion to adjourn to Executive Session at 11:20 p.m. to discuss legal matters was made by Lynda Jones and seconded by Neal Haber.

Ayes 7 Motion Carried

Gabriella O'Connor
Assistant District Clerk

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