

**NORTH SALEM CENTRAL SCHOOL DISTRICT**  
**NORTH SALEM, NEW YORK**  
[www.northsalemschools.org](http://www.northsalemschools.org)

**Regular Meeting**  
**Of the Board of Education**  
**Minutes**  
**March 7, 2007**

**I. Call to Order**

A regular meeting of the Board of Education of the North Salem Central School District was called to order at 6:35 p.m. in the Board Conference Room by President Marie Martell.

**Board Members Present at this Meeting**

Ms. Marie Martell, President  
Ms. Alison Hublard Hershman, Vice-President  
Ms. Katherine Daniels, Trustee  
Mr. Paul Giamundo, Trustee  
Ms. Carla Palma, Trustee  
Ms. Judith Schurmacher, Trustee  
Mr. Paul Smadbeck, Trustee

**Also Present:** Dr. Sidney Freund  
Mary Jo Hauser  
Louise Lynch  
Carol Pawlinski  
Ken Waldron  
Jen Wilson  
John White  
Members of the North Salem Staff  
Members of the Public

**II. Motion to Enter Executive Session**

- At 6:36 p.m., on a motion by Judith Schurmacher, seconded by Katherine Daniels and carried, the Board moved to an Executive Session for the purpose of discussing specific personnel and litigation.

**III. Motion to Adjourn Executive Session and Reconvene to Public Session**

- At 7:30 p.m., on a motion by Judith Schurmacher, seconded by Katherine Daniels and carried, the Board adjourned the Executive Session and reconvened to the Public Session.

**IV. Pledge of Allegiance**

**V. Public Comments**

A parent expressed her concern for a teacher in the District. She wondered what parents can do to show support for the teacher. Marie Martell stated that the Board could not discuss personnel in public. Dr. Freund stated the appropriate way to show support is through correspondence with the Board or the superintendent. The parent asked whether the teacher might write a letter regarding tenure. Dr. Freund stated that if a teacher is informed there will not be a recommendation for tenure, that individual can request an additional year of probation.

**VI. Approval of Minutes**

On a motion by Alison Hublard Hershman, second by Carla Palma with no discussion, the Minutes of February 7, 2007 were approved. Vote: 7-0.

**VII. Action Items**

**A. Policy #6700.1 – District Contracts**

Motion by Alison Hublard Hershman, second by Judith Schurmacher. No discussion. Vote: 7-0.

**B. Policy #4531 – Field Trips**

Motion by Alison Hublard Hershman to table this item, second by Carla Palma. No discussion. Vote: 7-0.

**C. Tax Certiorari Refund - 2000-2006 Tax Years – Patricia Cumella**

Motion by Alison Hublard Hershman, second by Carla Palma. No discussion. Vote: 7-0.

**D. Budget Transfers**

Motion by Alison Hublard Hershman, second by Carla Palma. No discussion. Vote: 7-0.

**E. KG&D Architects Field Study Contract**

Motion by Alison Hublard Hershman, second by Carla Palma. Carla Palma questioned the consequential damage clause in the AIA contract. Dr. Freund stated this has now been simplified to a letter of agreement spelling out the limited scope of the project. Vote: 7-0.

**F. Collins & Scoville Architects, PC**

Motion by Alison Hublard Hershman, second by Carla Palma. Katherine Daniels stated this sounds like the District may get the same as what was drafted last April and that she would like to see more than that with input from the building administrators and Jennifer Wilson. Louise Lynch stated that the Facilities Committee had met with this group and she felt the understanding of expectations was made very clear. Carla Palma inquired regarding the cost factor. Louise Lynch stated they were within a similar range of the last firm. Katherine Daniels stated that she would like to see analyses and recommendations of what the buildings need. She also stated that when she read this she did not see specific language of needs going forward for the next five years. Louise Lynch stated that they will give a schedule to the District. Marie Martell asked that Louise Lynch get in writing the scope of work. Dr. Freund recommended that the Board authorizes the president of the Board to sign the agreement after receipt of the document with more detail of the scope of the work and the schedule. Vote: 7-0.

**G. Middle School/High School PTO Gift – Double-sided Sign for the Main Entrance of the School**

Motion by Alison Hublard Hershman, second by Carla Palma. Marie Martell and Alison Hublard Hershman offered generous thank you for a beautiful gift. Vote: 7-0.

**H. Recommended CSE and CPSE Reports**

Motion by Alison Hublard Hershman, second by Paul Giamundo. No discussion. Vote: 7-0.

**VIII. Budget Work Session**

Marie Martell read the ground rules for the Budget Work Session before getting started.

**A. Report from the Fiscal Planning Committee**

John White, Citizen Chairperson, stated that the 2007 group is filling a charge to review and consider reserves, certioraris and fund balance. He stated the committee is on track in developing a long term fiscal plan but is waiting for the facilities plan to complete their projections. He stated that the Fiscal Planning Committee supports hiring experts and there are times that it is worthwhile to bring consultants to the school. He stated there appears to be approximately \$2,000,000 fund balance and that the certiorari information is based on lists from this year and last; what was outstanding and what was settled. Mr. White stated that another big item was health insurance liabilities and stated this should be established in a reserve line. Dr. Freund stated that a health insurance reserve is not permissible for this purpose; that it must be addressed through premiums. Mr. White stated that there did not seem to be anything in this budget that was a one-time extraordinary expenditure, such as the roof. He stated the expenditures on the smart boards could be spent at one time or spread over time, that the Board can decide this. He also stated that the need for

buses will cause a bump in the next budget and that this will be considered in talks about the five-year plan. He stated that these expenditures were not large enough to think about bonding, especially since bonding costs money.

Mr. White stated that the committee is very pleased with what they see; that the unallocated reserves today have more than 2% and should only have 2%. The committee supports the 2%, which is the legal maximum.

Dr. Freund thanked the committee for the expertise, talent and time they have given to the District since the beginning of the school year.

Marie Martell stated the need to return to the regular agenda for approval of an additional action item:

**Donna Klein & Associates, Inc.**

Motion by Alison Hublard Hershman, second by Carla Palma. Katherine Daniels inquired if this was comparable to what had been paid before. Mary Jo Hauser stated that it was. Vote: 7-0.

Marie Martell stated the meeting would return to the Budget Work Session at this time.

**B. Budget Status Report**

Louise Lynch, Director of Business Administration, explained that eight months into the school year the forecast of the fund balance continues to become more precise.

**C. Superintendent's Proposed Budget Overview**

Dr. Freund thanked the Fiscal Planning Committee, Louise Lynch, Jennifer Wilson and Carol Pawlinski for their help. He stated that the budget has to be credible, transparent and responsible. He stated that the hardest task is to regain public trust. He explained the necessity for growth and understanding of the District operations, and that systems are in place for monthly review. He stated there will be a running tally of items coming in and going out. He stated that the budget is a blueprint for the District and what is important to the District. He stated the mission statement, vision and goals are used as the basis for establishing the budget: \$36,682,703. He stated this was the proposed number. He stated the projected budget-to-budget increase is 4.92%. He stated that 75% of the budget is salaries and benefits. The Board can decide the number of employees, which will impact the budget. He stated that benefits and pension costs are mandated and based on actual salaries. He stated technology costs will be an additional 100K for a new student management system this year if approved by the Board of Education. Dr. Freund is recommending not budgeting to reduce the food service deficit but rather to let future revenues reduce the deficit.

**D. Central Office Services**

The attached slides were presented by Dr. Freund and reviewed. Overall, the budget for these items is increasing by 3.3% budget to budget.

Additional funding is included for legal services, for collective bargaining and support for a new superintendent.

**E. Facilities**

Mr. Waldron presented the attached slides highlighting the request for after school hours security at the HS. He explained the capital projects that are proposed for 2007-08, namely, generators at PQ and the MS, a water storage tower and water softener, climate control in the workshop classroom, and air conditioning for a 2<sup>nd</sup> floor office. There was also discussion of a renewal request for a tractor. A member of the public stated that money should also be allocated for a cab for the tractor to protect our investment and for the comfort of our employees.

**F. Transportation**

Mr. Waldron presented the attached slides. He highlighted the bus replacement schedule and the request for replacement vehicles, two 66 passenger buses and two vans.

**IX. Adjournment**

- Motion to adjourn at 10:15 pm by Paul Giamundo, second by Alison Hublard Hershman.