

**NORTH SALEM CENTRAL SCHOOL DISTRICT
NORTH SALEM, NEW YORK 10560
www.northsalemschools.org**

**BOARD OF EDUCATION MINUTES OF REGULAR MEETING
WEDNESDAY FEBRUARY 6, 2008**

Call to Order

A regular meeting of the Board of Education of the North Salem Central School District was called to order at 6:30 PM in the Board Conference Room by President Marie Martell.

At 6:30 PM., a motion was made by Ms. Judith Schurmacher, seconded by Mr. Paul Smadbeck and carried, to enter into Executive Session for the purpose of discussing health care, negotiations and personnel matters.

At 7:37 PM, on a motion made by Ms. Judith Schurmacher, seconded by Mr. Paul Smadbeck and carried, the Board adjourned the Executive Session and reconvened to the Public Session.

Board Members Present at this Meeting:

Mrs. Marie L. Martell, President
Mr. Paul Giamundo, Trustee
Ms. Judith Schurmacher, Trustee
Ms. Katherine Daniels, Trustee
Mr. Paul Smadbeck, Trustee
Mr. Jonathan Freeman, Trustee

Board Members Absent:

Ms. Alison Hublard Hershman, Vice-President

Also Present:

Dr. Kenneth Freeston, Superintendent of Schools
Ms. MaryJo Hauser, Assistant Superintendent Pupil Personnel
Dr. Michael Hibbard, Assistant Superintendent for Instruction and Human Resources
Ms. Louise Lynch, Director of Business Administration
Mr. Steve Rinaldi, Managing Director Everett James, Inc. (Health Care Consultant joined the Executive Session)
Mr. Bob Herlihy, Chair of Audit Committee
Ms. Rebecca Narvaez, District Clerk
Members of North Salem School District Staff
Members of the Public

Call to Order

The meeting was called to order at 7:45 PM by Board President Ms. Marie Martell and followed by the pledge of allegiance.

Student Reports

BOE Meeting 2/06/2008 Minutes

Two student representatives from North Salem High School/Middle School spoke of the recent and upcoming events in the High School/Middle School as well as the Elementary School.

Approval of Minutes

On a motion made by Ms. Judith Schurmacher and seconded by Mr. Paul Giamundo, the Board of Education voted 6-0 that the minutes of the regular meeting held on January 23, 2008 be approved with two changes.

Superintendent's Report

Dr. Kenneth Freeston reported on the district using the Connect-ed system was used for the first time this past Friday during the ice storm. The Connect-ed system enabled the district to contact parents after the two-hour delay had been announced, to change the announcement to a school cancellation. The system was a success.

Dr. Freeston also stated that results for the recent English regents showed that 100% of North Salem students who took the exams had a passing grade or higher. Dr. Freeston commented on what a remarkable achievement this was and recognized the cooperation between the Special Ed Teachers and the English Department Teachers, thanking Ms. MaryJo Hauser for her contribution as well.

There has been a request received by the district for a 10% school tax exemption for volunteer ambulance and volunteer firefighters living in the district; this will be put onto the next agenda as a discussion item.

Dr. Freeston recapped the process involving the resolution recently passed by the Board with regard to the Five Year Facilities Plan; he stated that the Board had resolved to accept the architect's five year facilities plan report and also had requested that the Fiscal Committee give the Board funding models for years 1, 2, and 3 of the plan including a field and funding models for years 1, 2, and 3 without a field. The Fiscal Committee will present this information to the Board at a future Board Meeting. Dr. Freeston also stated that with regard to the Geothermal Report, based on the recommendations of the Facilities Committee, the Board had chosen to pursue option 2 from the Geothermal Report and also to look at option 2A which incorporates solar options.

Dr. Freeston also stated that at the last Facilities Committee meeting the committee came to the conclusion that the solar supplement piece, option 2A, will not be cost effective at this time. The committee did agree that any geothermal work done should be ready to connect to any future solar supplements that may become viable in the future and that there may be an ability to get more life out the groundwater system, with a heat exchanger as another source of heat.

Dr. Freeston stated that once the funding models are received from the Fiscal Committee, the Facilities Committee will look at two time lines created by the architect, the first working backwards from the time of the vote and the second working from the time of vote, if passed, to project completion.

Ms. Louise Lynch stated that as of today the architect, Mr. Tom Ritzenthaler, has stated that the district is currently under review from the SED.

Director of Business Administration's Report

BOE Meeting Minutes 2/6/2008

Ms. Louise Lynch stated that the Peer Review is currently scheduled for February 26 and 27th and that this process will be interesting and exciting for the district as other area leaders review the district's processes and procedures.

The external audit RFP has gone out and is on the website and the due date for the bids is February 15, 2008.

Board Reports

Board President, Ms. Marie Martell, congratulated the English Department and Special Education Department for the remarkable job done by all with regard to the regent exams.

Ms. Martell followed up on a Teacher Leadership Forum at Manhattenville College that she had attended, during which a discussion took place on how teacher leaders are supported and how classroom teachers can be encouraged to become leaders. Mr. Martell mentioned that there is a steering committee being established and encouraged anyone interested to consider joining.

Ms. Martell also attended an Open Forum with Commissioner Mills and the Board of Regents during which a discussion took place with regard to standards and assessments and raising the bar. Also, discussed was the need for more programs during 12th grade-it was even suggested by one attendee that the 12th grade be eliminated and the money put towards pre-kindergarten. Ms. Martell spoke to one of the regents regarding the stress and anxiety students, even young students, feel and was assured that the Board of Regents was aware of the issue.

At the Westchester Putnam School Board's Association meeting the focus was on Special Education costs, as well as litigation and policy development. The County would like to shift pre-school costs back onto the School District which would be a heavy burden.

Mr. Paul Giamundo also attended the Open Forum with the Commissioner and the Board of Regents. He also stated that it was discussed that in some cases 12th grade is not meaningful and there should be more options out there to keep students engaged. Mr. Giamundo also reported that it was stressed that students be encouraged to develop into life long learners and was impacted by the idea tracking criteria for students now grade P through 16 not grade K through 12.

The Westchester Putnam meeting that Mr. Giamundo attended emphasized the fact that it is the obligation of the Board to track Special Education issues that keep coming up over and over again. And, that small school districts should constantly look for ways to accommodate students with special needs in-house to save money. Mr. Giamundo asked Assistant Superintendent MaryJo Hauser whether North Salem had looked at these issues, to which Ms. Hauser responded that North Salem did indeed track this yearly.

Lastly, Ms. Marie Martell mentioned the budget cuts recently announced by Governor Spitzer and the possibility of the School Resource Officer program being cut; she urged parents to speak up for the district when they see important programs being cut.

Presentations

BOE Meeting Minutes 2/6/2008

Audit Committee Presentation- Mr. Bob Herlihy, Audit Committee

Mr. Bob Herlihy spoke about the last Audit Committee meeting. The first item from the meeting was the annual review of the claims auditor services as well as feedback from Carol Sibia, the claims auditor. The second item was a review of the template for the External Audit RFP and lastly the committee finalized the 2008 Audit Committee Agenda.

The Audit Committee made the following suggestions on what materials the Board should receive in connection with its oversight of Claims Auditor: a copy of the Monthly Warrant Report (detailing disbursements by the district), a copy of Claims Auditor Exception Report (listing of disbursements not approved or corrections needed) and a summary grid of exceptions with MTD and YTD data (to evaluate reasons why items were rejected by claims auditor and for the Board to monitor risk that control deficiencies may exist), to enable trends to be evaluated.

Ms. Sibia also gave the committee a list of items for the district to keep looking at including: continued demonstration that all required items needing bids are receiving the proper bids (Example: Items in excess of \$20,000), continued improvement on clerical errors noting significant improvements from past years, researching leases ensuring that they go through a competitive bidding process, coordination with the claims auditor to review the WINCAP system to ensure strong invoice controls are in place to avoid duplicate payments and the establishing of business office employees documenting responsibilities to ensure that all responsibilities are assigned and properly transitioned in the event of employee turnover.

Most importantly, Mr. Herlihy noted that the Audit Committee found no material deficiencies relating to the overall Claims Audit process.

2008-2009 Budget Approach – Dr. Kenneth Freeston, Superintendent

Dr. Freeston gave a summary of his budget philosophy and how it applies to the North Salem School District looking at time frame and long range approaches (budgeting for 1-3 years), gearing the budget towards student performance, working on not simply identifying solutions but also stating the problems and working collaboratively with the Administration to develop the budget.

Action Items

Budget Transfers

On a motion made by Ms. Judith Schurmacher and seconded by Mr. Paul Giamundo, the Board of Education voted 6-0 the Board approved the following resolution.

08-017 RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves the transfer \$7,200.00 from A 1420-400-90-0000 Legal to A 1430-400-00-0000 Personnel – Contractual.

08-018 RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves the transfer \$2,700.00 from A 2110-450-11-2300 Regular Day Instruction – Textbooks - Science to A 2110-480-11-2300 Regular Day Instruction – Textbooks- Science.

08-019 RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves the transfer \$2,800.00 from A 1380-481-90-0000 Fiscal Agent Fees to A 1910-421-90-0000 General Insurance.

08-020 RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves the transfer \$6807.00 from A 2630-400-90-1000 Computer Assisted Instruction - Contractual to A 2010-491-00-5075 Curriculum, Development & Administration – BOCES Services.

Consent Agenda

On a motion made by Ms. Judith Schurmacher and seconded by Mr. Paul Giamundo, the Board of Education voted 6-0 the Board approved the Consent Agenda.

Action Items:

Personnel Recommendations

Appointments-

Certified

Ms. Lauren Burleson

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves the appointment of Ms. Lauren Burleson, as a substitute teacher, Grades 6-12, for the 2007-08 school year, at the substitute rate of \$85.00 per day for the first 10 days and \$95.00 per day thereafter, subject to fingerprint clearance.

Applied Behavior Analysis Consultant

Ms. Robin Nuzzolo

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves the appointment of Ms. Robin Nuzzolo (based on CSE recommendation) to serve as an Applied Behavior Analysis (ABA) Consultant effective January 25, 2008 through June 30, 2008 at a rate of \$125.00 an hour.

Classified-

Mr. Richard Blauvelt

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves the 52 week (February 1, 2008 – February 1, 2009) probationary appointment of Mr. Richard Blauvelt, as a Bus Driver, effective February 1, 2008, at a salary of \$24.44 per hour (step1), 4 hours per day, 20 hours per week. Mr. Blauvelt was previously approved by the Board and has been working as a Substitute Bus Driver.

Approvals-

Academic Intervention Support

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following individuals to fill the positions for Academic Intervention Support classes at a rate of \$54.40 per hour for 8 hours total, unless noted.

Earth Science	Pat Glover
Math B	Anne Bratt
Math A	Mary Lou Gianetto
AP Statistics	Mary Lou Gianetto
AP Calculus BC	Mary Lou Gianetto
Math 6	Katie Cammann

April Classes (May Advanced Placement Examinations)

English Literature	Nick Kowgios	
English Language	David Popken	
Spanish	Colm O'Callaghan	
French	Danielle LaJoie	
U.S. History	Julie Scallero	4 hours
U.S. History	Bob Mittelstadt	4 hours
Calculus AB	Lynda Vincent	
Biology	Dan Collea	
Chemistry	Randy Kasack	
Environmental Science	Evan Horowitz	

May/June Classes (June Examinations)

Grade 8 Science	Kate Murphy	
Grade 8 Social Studies	Karen Koestner	4 hours
Grade 8 Social Studies	Eric Pechenko	4 hours
Earth Science Regents	Kate Murphy	
Chemistry Regents	Evan Horowitz	4 hours
Chemistry Regents	Randy Kasack	4 hours
Global History II	Chris Regan	
U.S. History Regents	George Bores	
Spanish Regents	B. J. Tompkins	4 hours
Spanish Regents	Maria Formoso	4 hours
French Regents	Danielle LaJoie	
Integrated Algebra I	Jay Jazayeri	
Earth Science 8	Kate Murphy	

Stipends-

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following individuals to fill the stipend positions as listed for the 2007-08 school year.

<u>Name of Individual</u>	<u>Stipend Title</u>	<u>Amount</u>
<u>Approve</u>		
Suzanne Masotto	Coach for Modified Softball	\$ 3866.00
<u>Amend</u>		
Jordan Birdsall	JV Girls Basketball	\$ 4809.00 (previously approved in error for \$3606.00)

Step and Lane Advancements – Effective February 1, 2008-

Name	Current Degree Status	Current Step	New Lane Requested	New Salary
Cheryl Colangelo	MA +30	21	MA +60	\$110,662
Michelle Messemer	MA +75	11	PhD/EdD/ABD	\$108,524
Deborah Oswald	MA +30	8	PhD/EdD/ABD	\$95,098
Diane Outhouse	MA +30	11	PhD/EdD/ABD	\$108,524

FMLA-

Ms. Mimma Bartholdi

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education grants Ms. Mimma Bartholdi, Elementary Teacher, a twelve-week leave pursuant to FMLA effective on or about April 26, 2008 and following an unpaid child care leave of absence. Ms. Bartholdi will return to work effective on or about November 3, 2008.

Award of Piano Bid

The bid for the piano was awarded individually based on the lowest bidder.

On a motion made by Ms. Judith Schurmacher and seconded by Mr. Paul Giamundo, the Board of Education voted 6-0 the Board approved the following resolution.

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education award the piano bid to the lowest bidders:

Vincitore’s Hudson Valley Piano Center	\$2500.00
Frank & Camille’s	\$17,200.00

Disposal of Fixed Assets

On a motion made by Ms. Judith Schurmacher and seconded by Mr. Paul Giamundo, the Board of Education voted 6-0 the Board approved the following resolution.

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education declares the attached list of disposable assets as obsolete or disposable.

Mr. Paul Giamundo stated that he was pleased with the schedule showing the disposal items and the years that the items had been acquired.

Discussion Items

Policy Review # 4321.6

The Board conducted the second reading of the Availability of Alternative Format Instructional Materials for Students with Disabilities Policy, there was no discussion. Ms. Martell stated that this was the second reading of the policy and the next reading will be the final reading and adoption.

Policy Review # 2160

The Board conducted the first reading of the Revised Code of Ethics Policy. One discussion item noted was to define the term “confidential information” within the policy and it was agreed upon to have School Counsel add this to the policy before the final reading at the next meeting.

Old Business

Dr. Freeston reviewed the follow up list and the policies being looked at by the Policy Committee.

Mr. Paul Giamundo mentioned the cutting of the School Resources Officer program stating that the Board should be proactive in voicing their feelings. Dr. Freeston responded to this stating that he had e-mailed the Board members some suggested text and encouraged the Board to write individual letters to legislators.

Adjournment

On a motion made by Ms. Judith Schurmacher and seconded by Mr. Paul Giamundo, the Board of Education voted 6-0 the Board adjourned the meeting at 9:20 PM.

Respectfully Submitted,
Rebecca Narvaez, District Clerk