

**NORTH SALEM CENTRAL SCHOOL DISTRICT**  
**NORTH SALEM, NEW YORK 10560**  
**[www.northsalemschools.org](http://www.northsalemschools.org)**  
**BOARD OF EDUCATION MINUTES OF REGULAR MEETING**  
**WEDNESDAY APRIL 29, 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 Giamundo and carried, to enter into Executive Session for the purpose of discussing contract negotiations.

At 7:30 PM, on a motion made by Ms. Judith Schurmacher, seconded by Mr. Paul Giamundo and carried, the Board adjourned the Executive Session and reconvened to the Public Session.

**Board Members Present at this Meeting:**

Ms. Marie L. Martell, President  
Ms. Alison Hublard Hershman, Vice-President  
Mr. Paul Giamundo, Trustee  
Ms. Katherine Daniels, Trustee  
Mr. Paul Smadbeck, Trustee  
Mr. Jonathan Freeman, Trustee (arrived 6:44 PM)  
Ms. Judith Schurmacher, Trustee

**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  
Ms. Sarah Capichioni, Administrative Clerk  
Members of North Salem School District Staff  
Members of the Public

**Call to Order**

The meeting was called to order at 7:35 PM by Board President Ms. Marie Martell and followed by the pledge of allegiance.

**Approval of Minutes**

On a motion made by Ms. Alison Hublard Hershman and seconded by Mr. Paul Giamundo, the Board of Education voted 7-0 that the minutes from March 5, 2008 be approved with one modification and the minutes from March 19, 2008 be approved.

**Superintendent's Report**

Dr. Kenneth Freeston reported on three areas.

- The Facilities Committee continues to review the 5 year plan; Dr. Freeston that specifically the committee will review the funding of the capital projects at the next meeting with regard to the Water Tank, HVAC and Generator.
- Dr. Freeston taped his first budget discussion for Channel 18 and it will be airing shortly.
- There will be a report at a future meeting regarding the Summer Leadership programs that will bring teachers and administrators together to plan for student performance improvement issues.

Ms. Marie Martell commended the Superintendent and the Administration on a job well done with the development of the Budget.

### **Director of Business Administration's Report**

Ms. Louise Lynch reported on and explained the budget transfers on the agenda.

A discussion took place with regard to the Fund Balance Report for the month of March and the outstanding balance. Ms. Lynch stated that this report is a projection but that there are some items that are not encumbered that show up on the report month by month; Ms. Lynch monitors and maintains contact with the staff in charge of these budget areas and states that the report is very accurate considering the larger unencumbered items.

### **Board Reports**

Mr. Paul Giamundo reported on the Safety Committee stating that at its recent meeting the committee looked at the PQ evacuation drill as well as the fire lanes and illegal parking in these lanes.

Mr. Giamundo reported that Communications Committee discussed keeping the website current and the development of an email box connected to the district website, which enables staff and faculty to get word out quickly with "good news" and events occurring in the schools.

Mr. Giamundo reported that he recently attended a meeting from the Westchester Putnam School Board Association during which the districts were able to pose questions to Regent Harry Phillips. It was reported that the State is going to create an Office of Technology Support for the districts to use in the next six months.

Ms. Judith Schurmacher reported that the Audit Committee had met with the external and internal auditors.

### **Action Items**

#### **BOCES Administrative Budget 2008-2009**

On a motion made by Ms. Alison Hublard Hershman and seconded by Mr. Paul Giamundo, the Board of Education voted 7-0 that the following resolution be approved:

**WHEREAS**, The Board of Cooperative Education Services of Putnam/Northern Westchester County (hereinafter "BOCES") has proposed and presented its tentative administrative budget for the 2008-2009 school year (July1,2008 through June30,2009), now therefore be it

**BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education approve the BOCES tentative administrative budget for the 2008-2009 school year (July 1, 2008 through June 30,2009) in the amount of \$7,639,607.00

#### **BOCES Trustee Election**

On a motion made by Ms. Alison Hublard Hershman and seconded by Mr. Paul Giamundo, the Board of Education voted 7-0 that the following resolution be approved:

**BE IT RESOLVED**, the Board of Education approves the casting of one ballot for each of the two candidates, Mrs. Anita Feldman and Mr. Richard Kreps, as trustees in the election to the Board of Cooperative Education Services. The term will run from July 1, 2008 through June 30, 2011.

### **Putnam/Northern Westchester BOCES Bid Resolution**

On a motion made by Ms. Alison Hublard Hershman and seconded by Mr. Paul Giamundo, the Board of Education voted 7-0 that the following resolution be approved:

**WHEREAS**, it is the desire of the participating school districts of the Putnam/Northern Westchester Board of Cooperative Educational Services, adopting this resolution to jointly request bids for certain commodities to be determined by the Superintendent of this school district from time to time for the 2008/2009 school year, now, therefore it be

**BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education agrees to participate with other school districts of the Putnam/Northern Westchester Board of Educational Services, Westchester County, New York in the joint bidding of commodities to be requested by the school district Purchasing Agent and approved by the Superintendent; and be it further

**BE IT RESOLVED**, that the specifications as prepared by a Steering Committee of participating school districts and presented to the Board of Education will be used and that this Board, if it desires to purchase these commodities at the lowest bid price recommended by the Steering Committee of the joint school districts; provided, however, that each participating Board of Education in exercising its legal responsibilities, has the right to reject and/or modify the recommendation of the Steering Committee in the awarding of the bid; and be it further

**BE IT FURTHER RESOLVED**, that the invitation to bid will be advertised by BOCES in the Journal News in accordance with the provisions of General Municipal Law §103.

### **Southern Westchester BOCES Bid Resolution**

On a motion made by Ms. Alison Hublard Hershman and seconded by Mr. Paul Giamundo, the Board of Education voted 7-0 that the following resolution be approved:

**WHEREAS**, it is the desire of the participating school districts of the Southern Westchester Board of Cooperative Educational Services, adopting the resolution to bid jointly in those supplies, commodities, materials and equipment set forth below, now, therefore it be

**BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education agrees to participate with other school districts of the Southern Westchester Board of Educational Services, Westchester County, New York adopting this in the joint bidding of:

- *Art Supplies*
- *General School Supplies*
- *Office Supplies*
- *Fine Paper Supplies*
- *Audio Visual Supplies & Equipment*
- *Custodial Supplies*
- *Custodial Paper Supplies*
- *Lumber Supplies*
- *Laser & Ink Jet Toners*
- *Microcomputer Software*
- *Microcomputer Hardware*

- *Office & Classroom Furniture*
- *Graphing Calculators*

**BE IT FURTHER RESOLVED** that this Resolution shall remain in effect until June 30, 2009 and

**BE IT FURTHER RESOLVED** that it is agreed that the specifications as presented will be used, and that this Board agrees to bid its required amount of said commodities jointly with other participating school districts in Southern Westchester and in the Southern Westchester Board of Cooperative Educations Services. The recommendation of the Purchasing Steering Committee will be considered when this Board acts on the purchase of said commodities.

**BE IT FURTHER RESOLVED** that the invitation to bid will be advertised by BOCES in the Journal News in accordance with the provisions of General Municipal Law §103.

**Acceptance of Treasurer’s Report, Budget Status and Revenue Status for all fund for the month ending March 31, 2008 and the Treasurer’s Report, Budget Status, Revenue Status and Fund Balance for the month ending March 31, 2008**

On a motion made by Ms. Alison Hublard Hershman and seconded by Mr. Paul Giamundo, the Board of Education voted 7-0 that the following resolution be approved:

**BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education approves the acceptance of the Treasurer’s Report, Budget Status and Revenue Status for the month of March 2008.

**Budget Transfers**

On a motion made by Ms. Alison Hublard Hershman and seconded by Mr. Paul Giamundo, the Board of Education voted 7-0 that the following budget transfers be approved:

**08-033**

**BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education approves the transfer of \$15,000.00 from Curriculum, Development & Supervision – Curriculum Study A2010-444-04-0000 to Curriculum, Development & Supervision – BOCES Study – A2010-491-5075.

**08-034**

**BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education approves the transfer of \$15,000.00 from Regular Day Instruction-Contractual – A2020-400-300-2050 to Curriculum, Development & Supervision – BOCES Study – A2010-491-5075.

**08-035**

**BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education approves the transfer of \$6,000.00 from Employee Benefits – Dental/Vision – A9060-865-90-0000 to Operation of Plant – Substitutes - A1620-03-0000.

**08-036**

**BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education approves the transfer of \$3,200.00 from Co-Curricular Activities – Materials & Supplies – A2850-150-31-000 to Co-Curricular Activities – Contractual –A2850-400-31-0000.

*BOE Meeting 04/29/08*

**08-037**

**BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education approves the transfer of \$3,000.00 from Central Administration – Consultants – A1240-400-01-0000 to Personnel– Investigations –A1430-400-00-0000.

**08-038**

**BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education approves the transfer of \$12,500.00 from Operation of Plant – Electricity – A1620-432-03-0000 to Maintenance of Plant – Building Repairs –A1621-428-03-0000.

**08-039**

**BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education approves the transfer of \$2,200.00 from Operation of Plant – Electricity – A1620-432-03-0000 to Operation of Plant – Contractual –A1620-426-03-0000.

**Actis-Grande O.P.T.I.O.N.S. Trust Fund**

On a motion made by Ms. Alison Hublard Hershman and seconded by Mr. Paul Giamundo, the Board of Education voted 7-0 that the following resolution be approved:

**BE IT RESOLVED**, that the Board of Education authorize the establishment of a Trust Expenditure Fund for the Actics- Grande O.P.T.I.O.N.S. program upon the recommendation of the Superintendent of Schools.

**Diploma Presentation**

On a motion made by Ms. Alison Hublard Hershman and seconded by Mr. Paul Giamundo, the Board of Education voted 7-0 that the following resolution be approved:

**BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Board of Education authorize any current or prior North Salem Board member who has served a minimum of one full term as a Board Education member be permitted to personally present their graduating senior with their diploma.

**Recommendation for Civil Engineer ~ Sanitary Engineer**

On a motion made by Ms. Alison Hublard Hershman and seconded by Mr. Paul Giamundo, the Board of Education voted 7-0 that the following resolution be approved:

**BE IT RESOLVED**, the Board of Education authorize John McGuire of Consolidated Technology to serve as the Civil Engineer (Sanitary Engineer) for the 2007/08 school year at the following rates: Standard monthly services of \$799 based on hourly fee of \$175 (4 hours monthly). Hourly rate in excess of four each month to be billed at an hourly rate of \$155.

**Advanced Voice Solutions Contract**

On a motion made by Ms. Alison Hublard Hershman and seconded by Mr. Paul Giamundo, the Board of Education voted 7-0 that the following resolution be approved:

**BE IT RESOLVED** that the Board of Education approves the Advanced Voice Solutions' contract dated January 1, 2008 at a base cost of \$4,200 annually.

### **E-School Data**

On a motion made by Ms. Alison Hublard Hershman and seconded by Mr. Paul Giamundo, the Board of Education voted 7-0 that the following resolution be approved:

**BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Board of Education approves the Contemporary School Services, Inc./eSchool Data contract in the amount of \$10,000 effective April 29, 2008.

### **Safir-Rosetti Agreement**

On a motion made by Ms. Alison Hublard Hershman and seconded by Mr. Paul Giamundo, the Board of Education voted 7-0 that the following resolution be approved:

**BE IT RESOLVED**, that the Board of Education authorize the retention of Safir-Rosetti for a period of time not to exceed sixteen (16) hours at the hourly rate of \$250 for inquiries to be made on behalf of the Superintendent of Schools.

### **Allocation of Proceeds from School Production ~ 42<sup>nd</sup> Street**

On a motion made by Ms. Alison Hublard Hershman and seconded by Mr. Paul Giamundo, the Board of Education voted 7-0 that the following resolution be approved:

**BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Board of Education authorizes the designation of the gross proceeds of ticket sales in the amount of \$11,400 from the production of "42<sup>nd</sup> Street" be designated for future auditorium improvements.

### **Establishment of Thomas E. Birch Scholarship to an athlete**

On a motion made by Ms. Alison Hublard Hershman and seconded by Mr. Paul Giamundo, the Board of Education voted 7-0 that the following resolution be approved:

**BE IT RESOLVED**, that the Board of Education authorizes the establishment of the Thomas E. Birch Scholarship fund upon the recommendation of the Superintendent of Schools.

**BE IT FURTHER RESOLVED**, that the Board of Education accepts the donation of \$2,150 for the Thomas E. Birch Scholarship Fund.

### **Appointment of Additional Election and Poll Workers**

On a motion made by Ms. Alison Hublard Hershman and seconded by Mr. Paul Giamundo, the Board of Education voted 7-0 that the following resolution be approved:

**BE IT RESOLVED**, that Clarice Donahue be appointed as an election inspector and poll worker for the 2007-2008 school year at the compensation rate of \$12.00 an hour.

**BE IT RESOLVED**, that Sarah Capichioni be appointed as an election inspector and poll worker for the 2007-2008 school year at the compensation rate of \$12.00 an hour.

**BE IT RESOLVED**, that Beatrice Hirschauer be appointed as an election inspector and poll worker for the 2007-2008 school year at the compensation rate of \$12.00 an hour.

### **Consent Agenda**

*BOE Meeting 04/29/08*

On a motion made by Ms. Alison Hublard Hershman and seconded by Mr. Paul Giamundo, the Board of Education voted 7-0 that the following Consent Agenda be approved:

**Action Items:**

**Personnel Recommendations**

**Resignations**

**Patricia Adams**

*BE IT RESOLVED*, upon the recommendation of the Superintendent of Schools, the Board of Education accepts the resignation with intent to retire of Ms. Patricia Adams, Special Education teacher at Pequenakonck Elementary School effective June 30, 2008.

**Lenora Bettcher**

*BE IT RESOLVED*, upon the recommendation of the Superintendent of Schools, the Board of Education accepts the resignation with intent to retire of Mrs. Lenora Bettcher, Kingergarten teacher at Pequenakonck Elementary School effective June 30, 2008.

**Appointments**

**Certified ~ Tenure**

**Mr. Raymond Todd Chamberlain**

*BE IT RESOLVED*, upon the recommendation of the Superintendent of Schools, the Board of Education approves the tenure appointment of Mr. Raymond Todd Chamberlain in the mathematics 7-12 tenure area, effective September 11, 2008.

**Mrs. Christine Considine**

*BE IT RESOLVED*, upon the recommendation of the Superintendent of Schools, the Board of Education approves the tenure appointment of Mrs. Christine Considine in special education K-12 tenure area, effective September 1, 2008.

**Mrs. Sheri Dee**

*BE IT RESOLVED*, upon the recommendation of the Superintendent of Schools, the Board of Education approves the tenure appointment of Mrs. Sheri Dee in art tenure area, effective September 5, 2008.

**Ms. Nicole Federici**

*BE IT RESOLVED*, upon the recommendation of the Superintendent of Schools, the Board of Education approves the tenure appointment of Ms. Nicole Federici in elementary tenure area, effective September 1, 2008.

**Mr. Michael Minzloff**

*BE IT RESOLVED*, upon the recommendation of the Superintendent of Schools, the Board of Education approves the tenure appointment of Mr. Michael Minzloff in special education K-12 tenure area, effective September 1, 2008.

**Mrs. Marissa Oddo**

*BE IT RESOLVED*, upon the recommendation of the Superintendent of Schools, the Board of Education approves the tenure appointment of Mrs. Marissa Oddo in elementary tenure area, effective September 1, 2008.

**Mrs. Lauren Svendsen-Gardner**

*BE IT RESOLVED*, upon the recommendation of the Superintendent of Schools, the Board of Education approves the tenure appointment of Mrs. Laura Svendsen-Gardner in art tenure area, effective September 1, 2008.

**FMLA**

**Ms. Debbie Downey**

**BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education grants Ms. Debbie Downey, Teacher Aide, a twelve week leave pursuant to FMLA effective on or about April 28, 2008 until on or about September 29, 2008.

**Ms. Teresa Dzubak**

**BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education grants Ms. Teresa Dzubak, Science Teacher, a twelve week leave pursuant to FMLA effective on or about June 19, 2008 until on or about October 31, 2008.

**Stipends**

**Approve**

**BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education appoints the following stipend positions for the 2007-08 school year:

<u>Name</u>	<u>Stipend Title</u>	<u>Amount</u>
Mr. Dan Collea	Boys' Varsity Ski Coach	\$4,967.00
Mrs. RoseMaria DosSantos	Volunteer Assistant Coach for Modified Girls Lacrosse	No compensation – volunteer

**Teacher Mentor Program**

**BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education appoints the following Teacher Mentor Coordinators for the 2008-2009 school year:

- **Mimma Bartholdi**- .5 mentor coordinator, Stipend \$1,500.00  
*Note: This is 50% of the mentor-coordinating stipend.*
- **Lynn Colwell** - .5 mentor coordinator, Stipend \$1,500.00  
*Note: This is 50% of the mentor-coordinating stipend.*

**Kindergarten Screeners**

**BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education appoints the following individuals as Kindergarten screeners. The rate of pay is \$54.40 per hour for up to seven (7) hours.

Dorothea	Breslow
Rebecca	Donofrio
Ellen	Fecci
Nicole	Federici
Cynthia	Fox
Cheryl	Gavius



Lauren	Hussey
Rosemarie	Lopez
Elizabeth	Maier
Jennifer	Martz
Michelle	Messemer
Elizabeth	Savarese
Dawn	Schmitt
Margaret	Smith
Dennis	Tendler
Joan	Tendler

**BE IT FURTHER RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education appoints the following individuals as office staff to serve in support capacities for no more than seven and one-half (7 ½) hours on Saturday, May 10, 2008. The individuals will be paid time and a half of their normal hourly wage.

Maria Bruen	\$41.33/hr
Valerie Baumler	\$32.36/hr
Jean Jerussi	\$34.74/hr

**Academic Intervention Service (AIS)**

**BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education appointments the following teachers to the Academic Intervention Service (AIS) providers for at risk fifth grade math students. The rate of pay is \$54.40 per hour.

<u>Name</u>	<u>Hours</u>
Deborah Oswald	7 hours
Virginia Tait	7 Hours
Jenine Vuolo (Substitute)	1 Hour

**Step and Lane Advancements – Effective September 1, 2008**

*Subject to verification of credits by the Superintendent of Schools.*

<b>Name</b>	<b>Current Degree Status</b>	<b>Current Step</b>	<b>New Lane Requested</b>	<b>New Salary</b>
Hester, Amy	MA30	9F	PhD/EdD/ABD –9J	\$99,377 <i>(Current contract)</i>
Hoagg, Leslie	MA60	9H	MA75-10I	\$101,317 <i>(Current contract)</i>

Mr. Paul Smadbeck made a motion, seconded by Ms. Alison Hublard Hershman and passed unanimously by the Board to add the language “Subject to verification of credits by the Superintendent of Schools” to item VI. Step and Lane Advancements – Effective September 1, 2008 on the Consent Agenda.

Ms. Marie Martell announced that she had received a request from the district’s Internal Claims Auditor, Ms. Carol Sibilia, to attend a Claims Auditor training at a cost of \$195.00 and asked the Board if the Board would prefer to make a motion on the request or put the item onto the next agenda.

**Resolved**, on a motion made by Ms. Alison Hublard Hershman and seconded by Mr. Paul Giamundo, the Board of Education voted 7-0 to approve the attendance of Carol Sibilia to the training not to exceed the cost of the conference and reasonable expenses including mileage.

### **Discussion Items**

The Board conducted the second reading of Policy # 5300 Appendix C Cyber Bullying.

Dr. Freeston followed up on three items from the last meeting pertaining to the discussion of this policy.

- The first was the “on school grounds” portion, Dr. Freeston stated that it is difficult to define beyond school grounds with the policy, however, once the district sees evidence on school grounds it gives the district to right to assess the situation.
- Mr. Bill Dahl, NSTA President, is discussing with State representatives from the union the issues facing teachers with respect to cyberbullying, such as websites and social networking sites that allow for student commentary. The topic needs to be further explored with regard to freedom of speech issues.
- These issues may lead to looking at other policies again including the Harassment Policy.

Dr. Freeston recommended adopting the policy at the next meeting with the understanding of all of that there are further adjustments

### **Old Business**

A discussion took place with regard to the partial tax exemption for volunteer firefighter and ambulance workers with regard to the public notice, public hearing and the timing within the next few months in order to get the approval before the Town Tax Rolls are created. School Counsel is recommending advertising for the public hearing for the May 7, 2008 agenda and voting for approval at the next meeting. It was also discussed that the public hearing and voting for approval can take place at the same meeting, on May 21, 2008, however, ideally the Board would like to start the public hearing on May 21<sup>st</sup> but vote on the resolution at the first June meeting. This is based on whether or not the county deadline of June 1<sup>st</sup> is not necessary for submission.

Mr. Paul Smadbeck spoke of incorporating language into the resolution and particularly the certification of the applicants for the exemption that indicates that this process and exemption will be looked at regularly in the future, by future boards. Mr. Smadbeck requested advice of counsel on that matter to ensure that the best interest of the tax payers is protected.

Mr. Paul Giamundo asked about the current fixed asset inventory to which Ms. Louise Lynch responded that this was completed in January 2007 and is updated regularly by Ms. Jen Wilson, Director of Technology. The entire inventory needs to be reviewed every five years.

Mr. Giamundo commended the Parent University recently held at the Middle School/High School.

**New Business**

Ms. Marie Martell requested that there be some end of the year presentations to the Board and to the public to memorialize the work they have done this past year and update the Board with the work that has been done.

Ms. Katherine Daniels asked about the Strategic Planning Committee, to which Dr. Freeston stated that he has been planning to incorporate into the 2008/2009 goals and action plan the past work done by the planning committee as well as a new model that incorporates all of the changes put into place this year with regard to the spiral and levers. Dr. Freeston's goal is for the committee to create a plan that can be followed and revamped when necessary, a continuing ongoing process of review and modification of the plan.

Ms. Marie Martell stated that the elective programs for students should be looked at, with regard to how the word gets out to the parents and students.

Ms. Katherine Daniels asked the Board to consider having a member or some members responsible for grant and funding opportunities and volunteered to be that member or work with others to continue to look for these programs.

**Adjournment**

On a motion made by Ms. Alison Hublard Hershman and seconded by Mr. Paul Giamundo, the Board of Education voted 7-0 to adjourn the meeting at 9:05 PM.

Respectfully Submitted,  
Rebecca Narvaez, District Clerk