

**NORTH SALEM CENTRAL SCHOOL DISTRICT**  
**NORTH SALEM, NEW YORK 10560**  
[www.northsalemsschools.org](http://www.northsalemsschools.org)  
**BOARD OF EDUCATION**  
**MINUTES OF REGULAR MEETING**  
**SEPTEMBER 17, 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 Board President Katherine Daniels.

At 6:30 PM, a motion was made by Judith Schurmacher and seconded by Paul Giamundo and carried (7-0), to enter into Executive Session for the purpose of discussing specific matters of personnel and contract negotiations.

At 6:52 PM, on a motion made by Judith Schurmacher, seconded by Paul Giamundo and carried (7-0), the Board adjourned the Executive Session and reconvened to the Public Session.

**Board Members Present at this Meeting:**

Ms. Katherine Daniels, President  
Ms. Judith Schurmacher, Vice-President  
Mr. Paul Giamundo, Trustee  
Mr. Paul Smadbeck, Trustee  
Mr. Jonathan Freeman, Trustee  
Mr. Stephen Bobolia, Trustee  
Mr. Andrew Brown, Trustee

**Also Present:** Dr. Kenneth Freeston, Superintendent of Schools  
Dr. Michael Hibbard, Assistant Superintendent for Instruction and Human Resources  
Ms. MaryJo Hauser, Assistant Superintendent for Pupil Personnel Services  
Ms. Louise Lynch, Director of Business Administration  
Dr. Pat Cyganovich, Principal High School/Middle School  
Ms. Roberta Reiner, Principal PQ Elementary School  
Ms. Rebecca Narvaez, District Clerk  
Representatives from CS Arch and Fellenzer Engineering  
Members of North Salem Staff  
Members of the Public

**Call to Order**

The meeting was called to order at 7:00 PM by Katherine Daniels and followed by the pledge of allegiance.

**Tenured Teacher and Introduction of New Staff Celebration**

*The Board of Education, Dr. Freeston, Ms. Reiner and Dr. Cyganovich welcomed and congratulated tenured and new staff members of the North Salem Central School District.*

**Acceptance of Minutes**

*BOE Minutes 9/17/2008*

On a motion made by Judith Schurmacher seconded by Paul Giamundo the minutes of September 3, 2008 were accepted by a vote 7 – 0.

### **Superintendent's Report**

Dr. Freeston reported on the following:

- The success of the new security system at the entrances of the schools.
- The Tri State Consortium will be conducting trainings onsite during the first week of October to train staff in the methodology of high performing schools.
- Superintendent News Service is a sign up service for parents to get emails from the school for announcements and informative emails; anyone interested in signing up may do so through via the website.

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

Louise Lynch reported on the budget transfers and financial reports on the agenda.

A discussion followed regarding the distribution of financial reports to the Fiscal Planning Committee.

Discussion took place regarding insurance for the district, the fees for coverage and amount of liability that the school currently has.

### **Board Reports**

Paul Giamundo reported on a Westchester Putnam School Board Association meeting during which the Association's yearly goals were presented as well as a discussion on resolutions for the New York State School Board's Association's annual convention.

Mr. Giamundo attended the MS/HS PTO meeting and remarked on the great turnout. During the meeting parents remarked on continued concern over the traffic at the entrances to the school. Dr. Freeston suggested taking this issue to the Board's joint task force with the Town as the school has no authority in this matter.

### **Presentations**

#### ***Internal Audit***

Mr. Robert Herlihy, Chair of the Audit Committee, reported on the internal audit of the purchasing procedures for the district. Risk assessment previously conducted resulted in the Audit Committee's recommendation that the internal audit, a State mandated yearly process for school districts, look at the accounts payable and purchasing procedures of the district.

The audit focused on six areas and concluded that no significant issues or deficiencies were found. The internal audit recommendations gave four recommendations for improvement. The district has provided responses to the issues raised by the internal audit report.

The Audit Committee will follow up in six months to ensure that issues noted were addressed.

### ***CS Arch-DEIS Process***

Hank Woller and John Fellenzer presented to the Board and public addressing three areas: a geothermal update, the scoping process and new schedule/timeline aiming for a February referendum.

### Geothermal

Mr. John Fellenzer updated the geothermal situation stating that there is no leak in the Geothermal System as previously thought. Mr. Fellenzer noted that:

- Anecdotal evidenced shows that the single phasing issue is a utility company issue not an internal one.
- In the next 30 days TBS has been directed to install CO.2 sensors to monitor indoor air quality, also refrigerant monitoring will be added, install water quality monitoring and reset the heat injection operator
- Meetings scheduled for water filtration and water flushing

### Scoping Process

Hank Woller provided the Board with a list of potential items for the referendum organized by items for years one through three, with deferred work separated (see attached). The work sheet presented is a working document that will change throughout the process as the Facilities Committee and the Board continue to look at the priorities. Dollar amounts would still need to be confirmed.

### Timeline

The Facilities Committee started to look at a referendum vote for February. This would enable the committee and the Board to be more thoughtful, purposeful and allows for more due diligence. Katherine Daniels stated that concrete information with regard to what must be done is needed in order to develop the timeline and that given the economic climate her feeling is that the district should just complete critical facilities projects.

Paul Smadbeck stated that the Board needs to do a score card for each item, line by line, to prioritize; to which Dr. Freeston stated that the scoping sheet process, working line by line, has begun within the Facilities Committee meetings.

Katherine Daniels also stated that there may be items that can be budgeted for and completed year by year.

Discussion followed regarding the timeline, also stated was that the fact the SEQRA process for the projects without the field, would be a Type II action.

The Board thanked Hank Woller and John Fellenzer for their presentation.

### **Action Items**

#### **A. Consent Agenda**

On a motion made by Judy Schurmacher and seconded by Paul Giamundo, the Board of Education voted 7-0 and carried, the Board approved the following Consent Agenda.

***Resignation***

**Ms. Dolores Ryan**

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education accepts the resignation of Ms. Dolores Ryan, Bus Attendant, effective September 2, 2008.

**Ms. Sarah Capichioni**

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education accepts the resignation of Ms. Sarah Capichioni, Accounts Payable and Adult Education Coordinator effective September 10, 2008.

***Leave of Absence***

**Ms. Anna Frates**

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education grants Ms. Anna Frates, Elementary Teacher, a leave of absence (revised) effective from on or about November 6, 2008 until on or about February 2, 2009.

**Ms. Karyn Johnson**

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education grants Ms. Karyn Johnson, High School English Teacher, a leave of absence (revised) effective from on or about December 20, 2008 until on or about September 1, 2009.

***Appointment***

**Certified**

**Mr. Gregory Blake**

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education approves the appointment of Mr. Gregory Blake as a substitute teacher, Grades 6-12, for the 2008-2009 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.

**Mr. Michael Silvers**

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education approves the appointment of Mr. Michael Silvers as a substitute teacher, Grades K-12, for the 2008-2009 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.

**Ms. Eileen Mendelsohn**

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education approves the appointment of Ms. Eileen Mendelsohn as a substitute teacher, Grades K-12, for the 2008-2009 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.

**Ms. Elena Arroyo**

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education approves the appointment of Ms. Elena Arroyo as a substitute teacher, Grades K-5, for the 2008-

2009 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.

Classified

**Mr. Christopher Patton**

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education approves the appointment of Mr. Christopher Patton as a Substitute Teacher Aide at the Pequenenakonck Elementary School and High School /Middle School for the 2008-2009 school year at a rate of \$11.00 an hour, subject to fingerprint clearance.

**Ms. Melissa Toone-Scozzaro**

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education approves the appointment of Ms. Melissa Toone-Scozzaro as a Substitute Clerical Aide for the 2008-2009 school year at a rate of \$16.00 an hour, subject to fingerprint clearance.

**Certified ~ Tenure**

**Mr. Thomas DiGaetano**

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education approves the tenure appointment of Mr. Thomas DiGaetano in the secondary science tenure area (chemistry), effective September 1, 2008.

**Approval**

Contractual Services

**Northern Westchester Center for Speech Disorders**

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education approves the contracted services agreement with Northern Westchester Center for Speech Disorders, to provide mandated services for a privately placed student with disabilities for the 2008-2009 school year at the rate of \$85.00 per 45 minute session (Speech Therapy), \$40.00 per (30 minute) consult and \$85.00 per hour for Consultant Teacher Direct Services.

**Careers for People with Disabilities**

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education approves the contracted services agreement with Careers for People with Disabilities, to provide mandated services to a North Salem student with disabilities for the 2008-2009 school year cost is determined by needs of the student and outlined in the contract.

**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 2008-2009 school year.

<u>Name of Individual</u>	<u>Stipend Title</u>	<u>Amount</u>
Pat Glover Head Coach	Head Coach Varsity Indoor (winter) Track	per contracted rate
Kara Rossi	Volunteer Assistant Coach	no stipend

Damien Holst	JV Field Hockey	per contracted rate
Greg Blake	Coach for JV Volleyball	per contracted rate
Lynda Vincent	Coach Modified Boy's Soccer	\$12,000
	Data Analyst Stipend	
<b><u>Remove-</u></b>		
Pat Glover	Assistant Coach Indoor Winter Track	per contracted rate

***LANE ADVANCEMENTS – EFFECTIVE SEPTEMBER 1, 2008***

<b>Name</b>	<b>Current Degree Status</b>	<b>Current Step</b>	<b>New Lane Requested</b>	<b>New Salary</b>
Kathleen Murphy	BA	4	MA 4	Per contract
Jennifer Martz	MA	7	MA 30	Per contract
Michelle Sands	MA 30	13	MA 60	Per contract

**B. Authorization for Environmental Impact Statement**

Katherine Daniels stated that the next three items on the agenda (B, C and D) only have to do with the addition of a turf field.

Katherine Daniels moved to postpone consideration on the above items, until there is a public vote on the essential facilities projects. Ms. Daniels stated that postponing the vote did not mean a no vote on the turf field—it simply allowed for the priorities of the necessary facilities projects to be completed first, in order to address the health and safety projects, the ADA compliance pieces as well as the heating and ventilation issues before committing resources to discretionary items.

Steve Bobolia also agreed and stated that the decision on the resolutions felt rushed; stating that he would like more time for consideration and would prefer that the Board not spend dollars on the field at this time.

Paul Smadbeck stated that the field issue has had a very long history in North Salem and that there are practical reasons why the Board should proceed now, to get the SEQRA process moving so that the project does not lose another year. Certain items in the SEQRA process need to take place in the Fall and by delaying the vote, these studies would be further postponed.

Discussion followed regarding draw schedule and the amount of money stated in the resolution. The full amount approved may not necessarily be spent in the study process.

The motion made by Katherine Daniels to postpone the vote, was seconded by Steve Bobolia and voted on (5-2), the motion did not carry.

The vote was as follows:

Katherine Daniels	Yes
Judith Schurmacher	No
Paul Giamundo	No
Paul Smadbeck	No
Jonathan Freeman	No
Stephen Bobolia	Yes
Andrew Brown	No

**C. Resolution Declaring the North Salem School District School Board's as SEQRA Lead Agency For the North Salem Schools' Facility Improvements**

On a motion made by Judy Schurmacher and seconded by Paul Giamundo the Board voted (6-1) to approve the following resolution striking the word soccer and adding the word multipurpose.

**WHEREAS**, the North Salem School District School Board proposes facilities improvements to the Middle School/High School Campus located at 230 June Road in the Town of North Salem consisting of a new synthetic ~~soccer~~ multipurpose field, additional parking facilities, and minor additions/renovations to existing facilities; and

**WHEREAS**, the proposed action is a Type 1 action pursuant to 6NYCRR 617.4 and coordinated review is required for Type I Actions; and

**WHEREAS**, the North Salem School District School Board is fully prepared to conduct the environmental review required by the State Environmental Quality Review Act (SEQRA) and desires to serves as the SEQRA Lead Agency for this purpose; and

**WHEREAS**, Part 1 of an EAF has been prepared for the purposes of coordinating lead agency status and the North Salem School District School Board anticipates preparation of a Draft Environmental Impact Statement (DEIS);

**WHEREAS**, the North Salem School District School Board prepared and circulated a lead agency coordination letter/form seeking SEQRA Lead Agency Status to Involved Agencies on July 29, 2008 and received no objections to its request; and

**NOW THEREFORE BE IT RESOLVED**, that pursuant to 6 NYCRR Part 617.6, the North Salem School District School Board hereby acknowledges and accepts SEQRA Lead Agency Status for the environmental review of the planned action.

The vote was as follows:

Katherine Daniels	No
Judith Schurmacher	Yes
Paul Giamundo	Yes
Paul Smadbeck	Yes
Jonathan Freeman	Yes
Stephen Bobolia	Yes
Andrew Brown	Yes

**D. Resolution Adopting a Positive SEQRA Declaration For the North Salem School District Synthetic Field & Associated Facility Improvements**

On a motion made by Judy Schurmacher and seconded by Paul Giamundo the Board voted (5-2) to approve the following resolution:

**WHEREAS**, the North Salem School District School Board proposes facility improvements to the Middle School/High School Campus located at 230 June Road in the Town of North Salem consisting of a new synthetic turf ~~soccer~~ multipurpose field, additional parking facilities, and minor additions/renovations to existing facilities; and

**WHEREAS**, the proposed action is a Type 1 action pursuant to 6NYCRR 617.4 and coordinated review is required for Type I Actions; and

**WHEREAS**, the North Salem School District School Board prepared and circulated a lead agency coordination letter/form seeking SEQRA Lead Agency Status to Involved Agencies on July 29, 2008 and received no objections to its request; and

**WHEREAS**, the North Salem School District School Board declared itself SEQRA Lead Agency on September 17, 2008; and

**WHEREAS**, the School Board has reviewed the EAF prepared for the proposed action and compared the proposed action with the Criteria for Determining Significance as identified in 6 NYCRR 617.7 and has determined that the proposed action has potential for several adverse environmental impacts.

**NOW, THEREFORE, BE IT RESOLVED, THE NORTH SALEM SCHOOL DISTRICT SCHOOL BOARD HEREBY ADOPTS** and issues the attached Positive Declaration of Significance requiring a Draft Environmental Impact Statement (DEIS) be prepared in accordance with the State Environmental Quality Review Act (SEQRA); and authorizes the publication of the Positive Declaration in accordance with the requirements as outlined in 6NYCRR Part 617.12.

The vote was as follows:

Katherine Daniels	No
Judith Schurmacher	Yes
Paul Giamundo	Yes
Paul Smadbeck	Yes
Jonathan Freeman	Yes
Stephen Bobolia	No
Andrew Brown	Yes

**B. Authorization for Environmental Impact Statement**

On a motion made by Judy Schurmacher and seconded by Paul Giamundo the Board voted (5-2) to approve the following resolution:

**RESOLVED**, by this board of education as follows:

1. The Board of Education of the North Salem Central School District is hereby authorized to develop, or cause to be developed, an Environmental Impact Statement (“E.I.S.”) in relation to a contemplated capital project consisting of athletic field improvements and certain building improvements at the Middle/High School (the “Capital Project”), and such E.I.S. development cost, or so much thereof as may be necessary, shall be funded by budgetary appropriation within the current budget, all as permitted by law.
2. It is hereby determined and declared that the School District may reasonably expect to reimburse the general fund from the proceeds of any debt obligations that may be later authorized by the School District for the Capital Project. If so later authorized, the maximum principal amount of such obligations expected to be issued for such E.I.S. development cost is \$118,000. This is a declaration of official intent under Treasury Regulation §1.150-2.
3. This action by the School District, prior to a final environmental determination by the Board of Education, if any, is hereby found and determined to be a preliminary planning activity under the State Environmental Quality Review Act and the applicable regulations promulgated there under (“SEQRA”) necessary to the formulation of a proposal for action which does not commit the School District to commence, engage in, fund or approve any portion of the proposed Capital Project and financing therefore.
4. This resolution shall take effect immediately upon its adoption.

The vote was as follows:

Katherine Daniels	No
Judith Schurmacher	Yes
Paul Giamundo	Yes
Paul Smadbeck	Yes
Jonathan Freeman	Yes
Stephen Bobolia	No
Andrew Brown	Yes

Dr. Freeston recapped that the Board had now committed to spending up to \$118,000 on the SEQRA process for the turf field and that it take another vote by the board to stop the expenditure.

#### **E. Contract Approval – Allied Barton**

On a motion made by Judy Schurmacher, seconded by Paul Giamundo and voted 7-0 the board approved the following resolution:

**RESOLVED**, that a proposed agreement with Allied Barton Security Services LLC for school security guard services during the 2008-2009 school year be and hereby is approved, and that the Superintendent of Schools is authorized to execute same on behalf of the School District.

#### **F. Budget Transfers**

On a motion made by Judy Schurmacher, seconded by Paul Giamundo and voted 7-0 the board approved the following resolutions:

**09-005**

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education approves the transfer of \$15,000 to A 2250-164-90-0000 Special Education – Aides from A 2110-164-00-0000 Regular – Aides.

**09-006**

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education approves the transfer of \$15,000 to A 2010-150-00-1600 Certified Salaries – Data Specialist from A 2010-491-00-5075 Curriculum Development – BOCES.

**09-007**

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education approves the transfer of \$121,000 to A 2110-120-00-0000 Regular Day Instruction – K-3 – Certified Salaries from A 2110-121-00-0000 Regular Day Instruction – 4-6 Certified Salaries.

**G. Acceptance of the Treasurer’s Report, Budget Status and Revenue Status for the months of July and August 2008**

On a motion made by Judy Schurmacher, seconded by Paul Giamundo and voted 7-0 the board approved the following resolution:

**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 July and August 2008.

**H. Acceptance Student Activity Report July 2008 and August 2008**

On a motion made by Judy Schurmacher, seconded by Paul Giamundo and voted 7-0 the board approved the following resolution:

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education approves the acceptance of the Student Activity Report for the month of July 2008 and August 2008.

**I. Gift Acceptance**

On a motion made by Judy Schurmacher, seconded by Paul Giamundo and voted 7-0 the board approved the following resolution:

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education accepts the donation for the Senior Lounge, a large screen television and a pool table, a value of \$2700, from a donor that wishes to remain anonymous.

**J. Board Goals and Action Plan for 2008-2009**

On a motion made by Judy Schurmacher, seconded by Paul Giamundo and voted 7-0 the board approved the following resolution:

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education accepts the Board Goals and Action Plan for the 2008-2009 school year

### **K. Protocols**

On a motion made by Judy Schurmacher, seconded by Paul Giamundo and voted 7-0 the board approved the following resolution:

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education accepts the revised Board Protocols for the 2008-2009 school year.

### **L. Board Committee Charges and Membership Composition**

On a motion made by Judy Schurmacher, seconded by Paul Giamundo and voted 7-0 the board approved the following resolution:

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board accepts the committee charges and appointments for the 2008-2009 school year.

### **M. Policy Revision**

The Board conducted the second and final reading of the Revised Student Health Services #5420 E.3 an updated version of the Health History form.

### **Discussion Items**

Discussion took place regarding the Contract Approval Process and the way contracts are provided to the Board for approval.

Discussion took place regarding the resolutions for the convention. The resolution originally submitted to NYSSBA regarding green high performing schools was made more general and will be circulated to all other member districts for consideration at the convention.

On a motion made by Katherine Daniels and seconded by Paul Giamundo, the Board authorized Katherine Daniels to vote consistent with NYSBBA's recommendations on all the resolutions/bylaws at the October convention.

### **Old Business**

Andrew Brown made a request that the Policy Committee look at the selection certification process for modified school athletes playing Varsity and Junior Varsity sports.

### **Public Comment**

Ms. Rosemaria DosSantos, co-president of the MS/HS PTO, invited members of the board, Dr. Freeston and the public to the upcoming Homecoming weekend events.

As a parent and citizen, Ms. DosSantos asked about where the \$118,000 (Agenda Item B) would come from in the budget; to which Louise Lynch responded that it would come from planning and development under the transferring to capital line and can be used for any capital expenditure.

Ms. Joan Kruzykowski stated that she felt the timing for spending money on the field was wrong.

Mr. Andrew Sternlieb spoke of working on the Fiscal Advisory Committee and that he was also in agreement that now was not the time for spending money on the process of developing a field.

Mr. Philip Wissel stated that as a parent he feels athletics are just as important as other areas of academics and that the school is in dire need of a new field. He stated that the voting public knows what is important and can decide.

Mr. Brendan Curran stated that as a coach for the school, he can speak to the need for the field because the current fields are in such bad shape and not safe. As a teacher and coach, Mr. Curran stated that the field is a classroom and needs to be considered as such.

Ms. Rita Driscoll stated that turf fields can be unsafe and that should be considered during this process.

Mr. Greg Shea thanked the Board for moving forward, doing the study and letting the public decide.

**Adjournment**

On a motion made by Judy Schurmacher, seconded by Paul Giamundo the Board of Education voted (7-0) to adjourn at 9:50 PM.

Respectfully Submitted,  
Rebecca Narvaez