

NORTH SALEM CENTRAL SCHOOL DISTRICT
NORTH SALEM, NEW YORK 10560
www.northsalemsschools.org
BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
OCTOBER 7, 2008

Call to Order

A regular meeting of the Board of Education of the North Salem Central School District was called to order at 6:31 PM in the Board Conference Room by Board President Katherine Daniels.

At 6:32 PM, a motion was made by Judith Schurmacher and seconded by Jon Freeman and carried (7-0), to enter into Executive Session for the purpose of discussing specific matters of personnel and contract negotiations.

At 7:34 PM, on a motion made by Judith Schurmacher, seconded by Paul Smadbeck 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. Rebecca Narvaez, District Clerk
Representatives from CS Arch, Fellenzer Engineering and Chazen Companies
Members of North Salem Staff
Members of the Public

Call to Order

The meeting was called to order at 7:40 PM by Katherine Daniels and followed by the pledge of allegiance.

Announcements

Katherine Daniels announced a recent meeting with Town Supervisor Paul Greenwood, Angelo D'Agastino and John Schurmacher for an initial discussion regarding the renewal of the exemption for Volunteer Firefighters and Ambulance Corp workers. Paul Smadbeck is going to represent the School Board from this point forward to formulate qualifying criteria for the tax exemption. The Board will vote on the renewal of this exemption in June of 2009.

Ms. Daniels reminded the public that there are sign ups for District Committees on the school district's website.

The Westchester Putnam School Board Association Breakfast Network will meet on October 30, 2008 at 7:45 AM at Southern Westchester BOCES.

Public Comment

Ms. Joan Kruzykowski clarified to the public that the activities that take place the Friday night of Homecoming Weekend, are all sponsored, paid for and planned by the PTO. Mrs. Kruzykowski wanted to express this to make sure that the public understand that when comments are made with regard to upcoming facilities projects, it is not a matter of simply sports vs. education and that the members of the PTO are not against sports.

Ms. Kruzykowski listed her priorities with regard to the school district which are: education first, safety and maintenance second followed by extracurricular activities (not sports alone but all extracurricular activities).

Acceptance of Minutes

On a motion made by Judith Schurmacher seconded by Paul Giamundo the minutes of September 17, 2008 were accepted by a vote 7 – 0.

Superintendent's Report

Dr. Freeston thanked everyone involved for a successful Homecoming Weekend.

Dr. Freeston spoke about the Tri-State Consortium Training that recently took place at North Salem, a consortium of forty high performing schools that look at eight standards for performance in schools. Twenty three teachers and administrators from North Salem took part with twenty other faculty members from participating districts.

Dr. Freeston stated that the budget process starts tomorrow in the district, when the Administrative Council begins their general budget discussion. The focus will be the effect the current economy will have on the budget development process as well as how the district can best position itself fiscally for the next year and the years to follow. Dr. Freeston welcomed and encouraged all to share their insight and participate in the school budget process.

Director of Business Administration's Report

Louise Lynch reported on the following issues:

- The Financial Reporting to the State is complete.
- Wincap has programmed a draft monthly report for expenditures.
- The fuel bid opening was held, however, due to the recent drop in oil prices the office is waiting to award the bid.

Board Reports

Paul Giamundo reported on the Communication Committee meeting during which the district's effort to combine mailings and be more "green" was discussed. He also reported on the Safety

Committee Meeting during which the new visitor management system was discussed and security. The next Safety Committee meeting will be on October 28th.

Katherine Daniels reported on the Wellness Committee which is reviewing the self study completed last year and has started preparing a five year plan.

Presentations

External Audit

Mr. Scott Oling introduced himself as the partner in charge from Bennett Kielson and presented the Board with the external audit report. Mr. Oling explained the audit process and reviewed the financial records and focused his presentation primarily on the general fund. Mr. Oling stated that the records look good and that all funds tied out at the end of the year. This year the district has a fund balance, as revenue came in better than expected primarily due to interest. The budget was therefore balanced with a return to tax payers in the form of tax relief.

Mr. Bob Herlihy stated that the Audit Committee has spoken with Mr. Oling regarding the external audit and recommends the board accept the audit report.

CS Arch-DEIS Process

Mr. Hank Woller, CS Arch, outlined the presentation.

Mr. Stuart Messinger, Chazen Companies, described the five steps to for the Environmental Impact Statement (EIS):

1. The scoping process is the time period during which the district will gather public input. This process creates an annotated table of contents and is a chance for public to comment on the studies which are included in the draft Environmental Impact Statement.
2. The Draft Environmental Impact Statement period.
3. The Public Comment period (optional).
4. The Draft Final Environmental Impact Statement with the public comment incorporated as well as warranted responses. This statement is the basis for the determination on how the district will move forward.
5. The Adoption of the Findings Statement which sets forth the Lead Agency's conclusions with respect to the project, as well as the facts it relied on to reach the conclusions.

During the discussion, Steve Bobolia asked about putting a control or cap in place to stop the SEQRA review process and money spent on the studies, should the Board feel it necessary. Dr. Freeston responded that a cap could be placed to limit spending at \$43,000 and that the board could make a motion to amend the agenda and vote on such a cap.

On a motion made by Paul Smadbeck, seconded by Judy Schurmacher and carried 6-1, the Board of Education voted to approve the following resolution:

RESOLVED, the Board of Education amends the agenda to add a resolution that would cap the spending of the SEQRA process to \$43,000.

During the discussion of the motion, Andrew Brown asked to table resolution until the next meeting.

The vote was as follows:

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

On a motion made by Judy Schurmacher, seconded by Paul Giamundo and carried 6-1, the Board of Education voted to approve the following resolution:

RESOLVED, the Board of Education caps the pre-referendum spending, for the SEQRA process, at \$43,000.

The vote was as follows:

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

Mr. Hank Woller recapped that CS Arch will work with Chazen Companies to create the preliminary scoping documents. Discussion followed regarding amending the agenda to include a resolution adopting Option 3, the recommendation from the facilities committee to proceed with the full scoping process.

On a motion made by Katherine Daniels, seconded by Judy Schurmacher and carried 7-0, the Board of Education voted to approve the following resolution:

RESOLVED, the Board of Education amends the agenda to include a resolution recommending the adoption of Option 3 (as recommended by the Facilities Committee).

On a motion made by Katherine Daniels, seconded by Judy Schurmacher and carried 7-0, the Board of Education voted to approve the following resolution:

RESOLVED, the Board of Education adopts Option 3 (as recommended by the Facilities Committee) and approving the expenditure of funds on the scoping process, at a cost of \$5,000.

Mr. John Fellenzer reported on the Geothermal System, the review process and the recommendations. The internal recommendations are as follows: system cleaning, water treatment and filtration (\$32,540), CO₂ Monitors (\$19,780), Refrigerant Monitors (28,700) as well as two other items with no dollar amounts-water flush and water reclamation.

Mr. Hank Woller went through the score card and the list of incidentals with regard to facilities and the projects, moving forward. The Board will continue to look at the score card and the line items with regard to cost and priority.

Action Items

A. External Audit 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, that the Board of Education accepts the annual independent audit report of the North Salem Central School District for the 2007-2008 fiscal year as prepared by Bennett, Kielson, Storch and DeSantis, the Government Services division of O'Connor Davies Munns & Dobbins, LLP.

B. Internal Audit 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, that the Board of Education accepts the Internal Audit Report for Accounts Payable and Purchasing for the North Salem Central School District for the 2007-2008 fiscal year as prepared by Accume Partners.

C. Budget Development Calendar

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 Budget Development Calendar for the 2009-2010 Budget Development.

D. Authorization NYSSBA Ballot Vote

Mr. Paul Giamundo made the recommendation that the Board vote for Ms. Peggy Zugibe for the Area 10 Board of Director Election.

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 authorizes the District Clerk to cast their vote for the Area 10 Board of Director Election.

E. Budget Transfers

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

09-008

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves the transfer of \$8996.00 to A 2855-418-31-0000 Interscholastic Athletics – Contractual (Games Supervision) from A 2855-150-31-0000 Interscholastic Athletics – Coaches.

09-009

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves the transfer of \$22,590.00 to H 1620-296-11-3010 PQ Electrical Construction (Generator) from H 1620-295-31-6014 MS/HS Plumbing Construction.

09-010

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves the transfer of \$63,056.00 to H 1620-296-31-6015 MS/HS Electrical Construction (Generator) from H 1620-295-31-6014 MS/HS Plumbing Construction.

09-011

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves the transfer of \$58,660.00 to H 1620-294-31-6015 MS/HS HVAC Construction (Air Conditioning) from H 1620-295-31-6014 MS/HS Plumbing Construction.

F. Re-titling Secretary - School District

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

RESOLVED, that the Board of Education re-title one twelve month full-time Senior Office Assistant Automated Systems position to a twelve month full time Secretary-School District position.

BE IT FURTHER RESOLVED, that the Board of Education ratify the CSEA Memoranda of Agreement dated August 28, 2008 with regard to the re-titling of one clerical unit position.

G. District Chief Information Officer Stipend

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

RESOLVED, that the stipend position of District Chief Information Officer be and hereby is created for the 2008-2009 school year, in the authorized amount of \$10,000 for intranet development and oversight.

H. Consent Agenda

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

Amend-Additional Special Education Support

Ms. Denise Frasca

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education amend the adjustment of hours from .68 to .78 for Ms. Denise Frasca, MA+30, Step 11, at the 2008-2009 contracted rate for the 2008-2009 school year. *This adjustment accommodates two new CSE recommendations and was previously approved at the wrong step.*

Appointment-Certified

Mr. Stephen Yankou

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves the appointment of Mr. Stephen Yankou as a substitute teacher, Music 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.

Ms. Joanne Colangelo

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves the appointment of Ms. Joanne Colangelo 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.

Mr. Robert Haggerty

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves the appointment of Mr. Robert Haggerty 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. Brett Hugh Gober

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves the appointment of Mr. Brett Hugh Gober 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.

Ms. Katherine Ferretti

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves the appointment of Ms. Katherine Ferretti 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.

Ms. Deidre Tyson

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves the appointment of Ms. Deidre Tyson 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. Brian Conyngham

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves the appointment of Mr. Brian Conyngham 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.

Classified

Ms. Jayne Lamana

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves the appointment of Ms. Jayne Lamana to a permanent Secretary-School District with a 2008-2009 salary level pursuant to the CSEA "Schedule A" Step 4 of \$45,261. (Her previous placement as a Senior Office Assistant, Automated Systems is pursuant to the CSEA "Schedule A" Step 4 was \$45,261 for the 2008-2009 school year).

Mr. Lawrence Devita

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves the 52-week probationary appointment of Mr. Lawrence Devita as a Bus Driver, effective October 8, 2008, at an hourly salary of \$19.81, Probationary Step until 19.A certified, per contract, subject to fingerprint clearance. Mr. Devita will work 4 hours a day, 20 hours a week.

Mr. John Gironda

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves the 52-week probationary appointment of Mr. John Gironda as a Bus Driver, effective October 8, 2008, at an hourly salary of \$19.81, Probationary Step until 19.A certified, per contract, subject to fingerprint clearance. Mr. Gironda will work 4 hours a day, 20 hours a week.

Student Intern

Ms. Alicia Logan

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves the appointment of Ms. Alicia Logan as a Student Intern (Occupational Therapy) at PQ Elementary School at no compensation, for the 2008-2009 school year. Ms. Cheryl Colangelo will mentor Ms. Logan.

Approval Mentor Program

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves Mr. Dennis Tendler to provide additional mentoring support from September 1 through December 23 2008 at the contracted rate.

Additional Support

Ms. Denise Coursen

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves Ms. Denise Coursen as a teacher's aide for two additional hours a day from September 4, 2008 thru June 25, 2009 as a result of a Section 504 plan to accommodate a student with medical issues.

Contractual Services

Ability Builders and Associates

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves the contracted services agreement with Ability Builders and Associates to provide mandated services for the 2008-2009 school year at the rate of \$125 an hour up to 20 hours for Behavioral Consultations and a rate of \$200 an hour not exceed \$4000.00 for Behavioral Training.

Ms. Jennifer Wilson

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves Ms. Jennifer Wilson to provide IT services at a rate of \$200.00 an hour not to exceed 50 hours.

Hardscrabble Club

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves the contracted services agreement the Hardscrabble Club for coaching and facility use for the Fall and Spring 2008-2009 Girls and Boys Tennis in the amount of \$11,496.

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>
Barbara Rue	Choreographer	per contract
Jordan Birdsell	Chess Club Advisor	per contract
Kate Murphy	Winter Track Assistant Coach	per contract
Mary Sireci	Intramural Instructor Fall	\$21.00 per hour

I. LANE ADVANCEMENTS – EFFECTIVE SEPTEMBER 1, 2008

Name	Current Degree Status	Current Step	New Lane Requested	New Salary
Lauren Svendsen Gardner	BA	4	MA	Per contract
Todd Chamberlain	MA	11	MA 30	Per contract
Suzanne Taylor	MA30	7	MA 60	Per contract

I. Acceptance of CSE and CPSE dated October 7, 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 CSE and CPSE Reports dated October 7, 2008.

Discussion Items--New Course Proposal-AP European History

Dr. Michael Hibbard, Dr. Pat Cyganovich and Ms. Julia Scallero discussed the process around the creation of a new AP History Course as an Honors Class for 10th grade; the course has been researched and proposed by Ms. Scallero and Mr. Chris Regan. Students will be able to start in 10th grade with the AP European History Course, continue in 11th grade with AP American History and take AP World History in 12th grade.

The course will go onto the next agenda for Board approval.

Public Comments

Bill Dahl asked about the District Chief Information Officer and about the approval of the Director of Technology. Dr. Freeston stated that the district hopes to announce the candidate as soon as possible.

Mr. Dahl, President of the North Salem Teacher's Association, spoke regarding the Tri-State Consortium training and asked that teachers be allowed the time they need to make these trainings worthwhile.

Joan Kruzykowski stated that a community member had approached her regarding the proposed facilities bond that the Board is considering.

Paul Smadbeck responded that the Board wants school ground buildings that are safe, up to code and that taking care of the structures that house the students, is one of the top priorities of this Board.

Katherine Daniels also responded that the timing is based on the implementing of the Five Year Facilities Plan that identified these items as needed.

Adjournment

On a motion made by Judy Schurmacher, seconded by Paul Giamundo and carried 7-0 the Board voted to adjourn the meeting at 10:00 PM.

Respectfully Submitted,
Rebecca Narvaez