

**NORTH SALEM CENTRAL SCHOOL DISTRICT  
NORTH SALEM, NEW YORK 10560  
BOARD OF EDUCATION MINUTES  
www.northsalemsschools.org  
NOVEMBER 18, 2009**

**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 Vice President Judith Schurmacher.

At 6:30 PM, a motion was made by Judith Schurmacher, seconded by Katherine Daniels, and carried (7-0), to enter into Executive Session for the purpose of discussing the employment history of a particular person. Judith Schurmacher was appointed Clerk Pro-Tem for this Executive Session.

At 7:00 PM, on a motion made by made Judith Schurmacher, seconded by Katherine Daniels 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  
Dr. Michael Hibbard, Assistant Superintendent for Curriculum and Human Resources  
Ms. MaryJo Hauser, Assistant Superintendent for Pupil Personnel Services  
Ms. Barbara Briganti, Director of Business Administration  
Ms. Rebecca Narvaez, District Clerk  
Members of North Salem Staff  
Members of the Public

**Call to Order**

The meeting was called to order at 8:00 PM Katherine Daniels followed by the pledge of allegiance.

**Announcements**

Board President Katherine Daniels made the following announcements:

- The Westchester Putnam School Boards Association will be hosting a Contract Negotiations Roundtable on Friday November 20<sup>th</sup> and a meeting with Senator Leibell on December 10<sup>th</sup> to discuss the state budget crisis and potential cuts to education funding.
- Parent teacher conferences are November 19<sup>th</sup> for the Middle School/High School and December 3<sup>rd</sup> for PQ Elementary School.
- The Policy Committee is meeting on November 20<sup>th</sup> at 8:15 AM in the District Office.
- The Safety Committee is meeting on November 24<sup>th</sup> at 10:00 AM in the Board Conference Room.
- The School District School will be closed next Thursday and Friday for the Thanksgiving Holiday with an early dismissal on the Wednesday before Thanksgiving.
- The vote on the Safe and Sound Bond Referendum is Tuesday, December 1 at PQ Elementary School from 7 AM to 9 PM. Please be sure to vote.
- The induction ceremony for the National Honor Society is on Thursday, December 10th at 5:30 PM.
- The Audit Committee is looking for a community volunteer with accounting experience to serve on the committee. Please speak to your financially oriented friends and encourage them to apply. Details are on the website.

### **Student Board Representative Reports**

The Student Board Representatives reported on past and upcoming school and sporting events at the Elementary and Middle/High School.

### **Presentation**

Dr. Michael Hibbard presented information highlighting the District's Student Performance on state tests in grades 3 thru 8 as well as the Regents tests. The District continues to focus the following areas with regard to student performance:

- student work and feedback to students from faculty
- the goal that every student improve to a higher level of performance
- ensuring that students are actively involved in the learning process
- the large role technology plays in students' academic lives
- having a very focused professional development program in place (most powerfully through the collaboration between teachers).

All of the above are based on the District's mission of engaging students to continuously learn, question, define and solve problems through critical and creative thinking.

### **Acceptance of Minutes**

On a motion made by Judith Schurmacher, seconded by Paul Giamundo and carried (7-0) the Board accepted the minutes for October 20, 2009.

### **Superintendent's Report**

Dr. Kenneth Freeston reported on the following:

- The creation of a North Salem National Honor Society for English funded by Foundation for Learning for the first year. David Popken and Nick Kowlios have volunteered to be the advisors for the first year.

- The induction for the Math National Honor Society took place this morning with a total of 24 inductees.
- Dr. Freeston thanked Dr. Hibbard for the student focused and uplifting presentation on student performance.
- Lastly, Dr. Freeston reported that the overall spending of the District is down and therefore the tuition for non-resident students will go down, as calculated by the State.

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

Ms. Barbara Briganti reported on the following:

- The Audit Committee reviewed the Corrective Action Plan in response to the external audit. Board approval of the Corrective Action Plan is on the agenda for approval.
- The committee also discussed, in response to a recent article in the *Journal News*, that North Salem does not issue credit cards and there are systems in place tracking gas usage.
- The new claims auditor is working in district with the Business Department. The process is currently slower than usual as the checks and balances are worked through. Ms. Briganti is pleased with the work being done and is working with district personnel as the transition to use purchase orders only takes place.

### **Board Reports**

Judith Schurmacher reported on the Westchester Putnam School Board Association meeting and a presentation from Board Docs, a paperless packet system for Board meetings.

Katherine Daniels reported that the Audit Committee met on October 28 to review the external audit management letter and managements responses. The committee has recommended that we accept the management letter and responses. The committee heard a presentation by Kathy Karst (Accume) & Rocco Varuolo regarding the IT audit that was performed by Accume. There was a brief discussion of the State Comptroller's audit in Mount Pleasant, which apparently uncovered the issuance and use of unauthorized credit cards. The committee was assured that North Salem does not issue credit cards. Finally, we reviewed the status of the committee's 2009 agenda. Bob Herlihy will deliver a report to the Board on the Internal Audit (IT) and the agenda.

The Wellness Committee met yesterday and heard a presentation on financial wellness. MaryJo Hauser stated that meeting was very interesting, with a variety of speakers talking about financial wellness.

The Pupil Personnel Committee met last week to organize and analyze the Co-teaching "End of Year Survey" results. MaryJo Hauser will report on the results of the survey at a later meeting.

Paul Giamundo attended the most recent Westchester Putnam School Board Association meeting and commented on how each school district do the same things, very differently. Mr. Giamundo also attended the Joint School Board Dinner during which there was a discussion on who long it takes teachers to grade the student performance standardized tests (approximately 40 days), many of the attendees asked the Commissioner to explore a way for computerized scoring to be utilized, to avoid having teachers out of the classrooms for that long a period of time. Mr. Giamundo attended a green initiative meeting during which programs for solar paneling were discussed.

The Educational Technology Committee met and discussed the district's goals relative to software, hardware and backup.

### **Action Items**

#### **Determination Ordinary Contingent Expense**

On a motion made by Judith Schurmacher, seconded by Paul Giamundo and carried (7-0) the Board approved the following resolution:

**WHEREAS**, Section 1725 of the New York State Education Law authorizes school districts to enter into multi-year leases for the lease of personal property provided that the board of education of such school district shall have determined that the lease of such property is an ordinary contingent expense; and

**WHEREAS**, photocopiers have for many years been essential office equipment for the day-to-day conduct of the School District's educational and business affairs and for communications with parents, the community and third parties; and

**WHEREAS**, copier technology has reached the point at which photocopiers can also function as network printers, scanners, and electronic mail conduits, all of which are also of importance to the School District's educational and business affairs; and

**WHEREAS**, it is customary and widespread business practice for businesses and public bodies to lease photocopy equipment for periods of time exceeding one year; now, therefore, be it

**RESOLVED**, that the multi-year lease of photocopiers be and hereby is determined to be an ordinary contingent expense.

#### **Award of Bid**

On a motion made by Judith Schurmacher, seconded by Paul Giamundo and carried (7-0) the Board approved the following resolution:

**WHEREAS**, the Board of Education has heretofore determined pursuant to New York State Education Law § 1725 that the multi-year leasing of photocopier equipment is an ordinary contingent expense of the School District; and

**WHEREAS**, the New York State Department of General Services has issued Award #01649-E\* authorizing non-state agencies to enter into leases of Konica Minolta photocopy equipment for periods of 60 months, including related agreements for maintenance and consumable supplies; and

**WHEREAS**, the School District is authorized by New York State General Municipal Law § 104 to procure materials, goods and services through the Department of General Services as aforesaid; and

**WHEREAS**, the Board of Education has reviewed a proposed lease pursuant to the aforesaid Department of General Services award for a 60 month lease for 9 photocopiers to be located in the schools and offices of the School District; and

**WHEREAS**, the Board of Education has determined that the proposed lease is in the best financial interest of the School District in that obsolescent equipment will be replaced with technologically-current equipment which will enhance the efficiency of the School District's educational and business operations and will cost less per year than the equipment currently in place; now, therefore, be it

**RESOLVED**, that the Superintendent of Schools be and hereby is authorized to enter into a 60 month photocopier lease and related agreements for maintenance and consumable supplies with Konica Minolta, *provided* that such lease and any related agreements be satisfactory in form and substance to School District counsel; and *provided, further*, that such lease shall be treated as a "pure" lease and that there shall be no authority to exercise any purchase option with respect to any property covered by the lease in the absence of a further affirmative resolution by the Board of Education authorizing same.

**Response to Audit**

On a motion made by Judith Schurmacher, seconded by Paul Giamundo and carried (7-0) the Board approved the following resolution:

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education approves the District's Corrective Action Plan in response to the North Salem Central School District Audit for the year ending June 30, 2009.

**Approval for Superintendent to Sign**

On a motion made by Judith Schurmacher, seconded by Paul Giamundo and carried (7-0) the Board approved the following resolution:

**RESOLVED**, the Board of Education approves the 2009-2010 rental agreement with the Brewster Ice Arena for facility use for the winter 2009-2010 Modified and Varsity Ice Hockey Teams in the amount of \$11,372.96.

**Refund and Credit of Real Property Taxes**

On a motion made by Judith Schurmacher, seconded by Paul Giamundo and carried (7-0) the Board approved the following resolution:

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education acknowledges the judgment to refund tax dollars to Shaun and Carol Kennedy for the 2009 tax year, in the total amount of \$4013.05 and authorizes the Superintendent to sign the application for refund and credit.

**Amend Gift Acceptance**

On a motion made by Judith Schurmacher, seconded by Paul Giamundo and carried (7-0) the Board approved the following resolution:

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education amends the acceptance the donation of two scoreboards, two shot clocks and two wireless remote

systems for the scoreboards from the North Salem Youth Basketball Association to reflect the following.

**RESOLVED**, upon the recommendation of the Superintendent of School, the Board of Education approves the increase of the 2009-2010 budget by \$9,615 A 2855-200-31-0000 (Equipment-Athletic) and the respective revenue allocation A 2705 (Gift Donations).

**Gift Acceptance**

On a motion made by Judith Schurmacher, seconded by Paul Giamundo and carried (7-0) the Board approved the following resolution:

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education accepts with gratitude the donation \$2000 from the Booster Club for the purchase of television monitors to display athletic, building and district news in public areas of the building.

**Gift Acceptance**

On a motion made by Judith Schurmacher, seconded by Paul Giamundo and carried (7-0) the Board approved the following resolution:

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education accepts with gratitude the donation \$100 from Mr. and Mrs. Actis-Grande for the Senior O.P.T.I.O.N.S. program, for the Actis-Grande O.P.T.I.O.N.S. grant to be applied to the trust account TE910.29.

**Acceptance of the Treasurer's Report, Budget Status and Revenue Status, Warrant Report and Monthly Expenditure Report for the month of October 2009**

On a motion made by Judith Schurmacher, seconded by Paul Giamundo and carried (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, Warrant Report and Monthly Expenditure Report for the month of October 2009.

**Acceptance of CSE and CPSE dated November 18, 2009**

On a motion made by Judith Schurmacher, seconded by Paul Giamundo and carried (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 November 18, 2009.

**Consent Agenda**

Board Vice President Judith Schurmacher thanked and recognized the two retirements on the Consent Agenda, Ms. Josephine Coviello and Mr. Bill Dahl.

Dr. Freeston and the Board recognized and thanked Mr. Bill Dahl for his tireless commitment to students and teachers and collaborative work as union president. Dr. Freeston and the Board

thanked Ms. Josephine Coviello for her tremendous commitment and contributions to the district as a parent, volunteer, past school board member/president and employee.

On a motion made by Judith Schurmacher, seconded by Paul Giamundo and carried (7-0) the Board approved the following Consent Agenda:

***Resignation***

**Mr. William Dahl**

***RESOLVED***, upon the recommendation of the Superintendent of Schools, the Board of Education accepts the resignation, for the purpose of retirement, of Mr. William Dahl, Physical Education Teacher, June 30, 2010.

**Ms. Denise Frasca**

***RESOLVED***, upon the recommendation of the Superintendent of Schools, the Board of Education accepts the resignation of Ms. Denise Frasca, Special Education Teacher (.4 FTE), as of November 20, 2009.

**Ms. Denise Frasca**

***RESOLVED***, upon the recommendation of the Superintendent of Schools, the Board of Education accepts the resignation of Ms. Denise Frasca, Special Education Teacher (.2 FTE), as soon as a replacement is hired.

**Ms. Josephine Coviello**

***RESOLVED***, upon the recommendation of the Superintendent of Schools, the Board of Education accepts the resignation, for the purpose of retirement, of Ms. Josephine Coviello, Paraprofessional, effective October 22, 2009.

**Ms. Denise Meliti**

***RESOLVED***, upon the recommendation of the Superintendent of Schools, the Board of Education accepts the resignation, of Ms. Denise Meliti, Paraprofessional, effective November 20, 2009.

**Ms. Taylor Zaneri**

***RESOLVED***, upon the recommendation of the Superintendent of Schools, the Board of Education accepts the resignation of Ms. Taylor Zaneri, Paraprofessional-After School Cross County Track (CSE requirement), effective October 31, 2009.

***Appointments***

**Ms. Danielle Dewire**

***RESOLVED***, upon the recommendation of the Superintendent of Schools, the Board of Education approves the appointment of Ms. Danielle Dewire, as a substitute teacher, Grades K-6, for the 2009-2010 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. Julie Warning**

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education approves the appointment of Ms. Julie Warning, as a substitute teacher, Grades 6 - 12, for the 2009-2010 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. Andrea Babon**

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education approves the appointment of Ms. Andrea Babon, as a substitute teacher, Grades K-5, for the 2009-2010 school year, at the substitute rate of \$85.00 per day for the first 10 days and \$95.00 per day thereafter.

**Classified**

**Ms. Julie Warning**

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education approves the appointment of Ms. Julie Warning, as a substitute paraprofessional, for grades 6 -12, at a rate of \$11.00/hr for the 2009-2010 school year.

**Ms. Alicia Grasso**

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education approves the appointment of Ms. Alicia Grasso, as a substitute paraprofessional, for grades K - 5, at a rate of \$11.00/hr for the 2009-2010 school year.

**Ms. Andrea Babon**

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education approves the appointment of Ms. Andrea Babon, as a substitute paraprofessional, for grades K -5, at a rate of \$11.00/hr for the 2009-2010 school year.

***Approvals***

**Ms. Michelle Messemer**

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education approves Ms. Michelle Messemer to provide individual speech/language therapy to one student at the Middle School/High School, an additional two periods a week (80 minutes) beyond her usual work day, beginning November 2, 2009 through June 18, 2010, the cost for the additional work will be \$4500.

**Ms. Denise Meliti**

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education approves the increase from .4 to .8 (FTE) for Ms. Denise Meliti, at MA, Step 1 (as per the NSTA 2009-2010 contract), effective November 23, 2009 for the 2009-2010 school year (this is to replace a vacancy from the resignation of Ms. Denise Frasca .4 Special Education position).

**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 2009-2010 school year.

<b><u>Name of Individual</u></b>	<b><u>Stipend Title</u></b>	<b><u>Amount</u></b>
Patrice Farney	Girls JV Lacrosse Coach	per 2009-2010 NSTA contract
Dan Tavino	JV Girls Basketball Coach	per 2009-2010 NSTA contract
Elizabeth Becerra	Varsity Winter Track Asst. Coach	per 2009-2010 NSTA contract
Patrick Whelan	Varsity Girls Ski Coach	per 2009-2010 NSTA contract
Jordan Birdsall	Varsity Girls Bowling Coach	per 2009-2010 NSTA contract
Tiffany Navarro	Student Activity Treasurer	\$3,600- pro-rated
Brigida Favata	Registrar	\$1,250- pro-rated

### **Mentor Leave Replacement**

#### **Ms. Karyn Johnson**

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education appoints Ms. Karyn Johnson, Teacher Mentor Leave Replacement, Eighth Grade Math, at a stipend rate of \$1,000 prorated starting on or about October 19, 2009 until on or about January 11, 2010.

### **Unpaid Leave of Absence**

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education grants Ms. Suzanne Taylor unpaid leave of absence from on or about January 11, 2010 to on or about January 29, 2010.

### **Public Comments**

None

### **Adjournment**

On a motion made by Judith Schurmacher, seconded by Paul Giamundo and carried (7-0) the meeting was adjourned at 9:45 PM.

Respectfully Submitted,

*Rebecca Narvaez*

Rebecca Narvaez, District Clerk