

**BOARD OF EDUCATION MEETING
MINUTES**

May 12, 2014

Present: Mrs. Jennifer Rosen, President; Mrs. Dina Brantman, Vice President;
Mr. Jonathan Satran; Mr. Paul Wasserman

Absent: Michael Haberman, Trustee; Dr. Kusum Sinha, Asst. Superintendent for
Curriculum, Instruction & Assessment and H.R.; Juanita Brockett, District Clerk

Also Present: Mr. James Kaishian, Superintendent of Schools; Mr. Stuart Matthey, Asst.
Superintendent for Finance & Operations; Mr. David Shaw, School Attorney

The Briarcliff Manor Board of Education held a meeting on Tuesday, May 12, 2014 in the
Middle School Theater and was called to order by Mrs. Rosen at 7:00 P.M.

On motion by Mrs. Brantman, seconded by Mr. Satran and passed 4-0, the Board moved to
appoint Mr. Matthey as Clerk Pro Tem.

The following work session items were discussed:

Audit Committee Recommendations

- Appointment of O'Connor Davis as External Auditors
- Counsel to review Audit Committee Charter
- Audit Request – Special Education Tuition Audit

Consent Agenda

On motion by Mrs. Brantman, seconded by Mr. Satran and passed 4-0, the Board of Education
moved to add resolution item “e” to the consent agenda:

On motion by Mrs. Brantman, seconded by Mr. Satran and passed 4-0, the Board of Education
moved to approve the following consent agenda items:

- a. RESOLVED, that the Board of Education does hereby accept the resignation of Barbara
Murphy, Middle School Teacher, effective June 30, 2014.
- b. RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of
Education does hereby approve the appointment of Kristi Fable, who has Permanent French
7-12 & Permanent Spanish 7-12 certification, to a 1.0 Probationary FTE Teaching Assistant
position in the tenure area of Teaching Assistant for a probationary appointment to
commence on May 12, 2014 and to expire on May 11, 2017, in accordance with the BTA
contract.
- c. RESOLVED, that the Board of Education hereby authorizes the Superintendent of Schools
and the Board President to sign an Agreement extending the probationary term of Employee
No. 05122014 , a pedagogical employee, for a twelve month period, through August 31,
2015. A copy of said Agreement, as presented to the Board at this meeting, shall be
incorporated by reference within the minutes of this meeting.
- d. RESOLVED, that the Board of Education does hereby accept the minutes of the Audit

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Committee meetings held on February 4, February 12, and February 25, 2014, as recommended by the Audit Committee.

- e. RESOLVED, that the Board of Education does hereby authorizes the school district’s attorney to review the Audit Committee Charter and to make recommendations regarding legal compliance and policy considerations.

Action Items:

School District External Auditors

On motion by Mrs. Brantman, seconded by Mr. Satran and passed 3-1, the Board of Education moved to approve the following resolution:

Mr. Wasserman voted Nay.

WHEREAS, the Assistant Superintendent for Finance & Operations at the direction of the Audit Committee issued a request for proposals for external audit services; and

WHEREAS, responses to the proposal were reviewed and subsequent interviews were held by the audit committee; and

WHEREAS, the Audit Committee approved a resolution recommending to the Board of Education the approval of O’Connor Davies, LLP at its May 7, 2014 meeting;

THEREFORE BE IT RESOLVED, that the Board of Education does hereby approve the proposal dated November 27, 2013 to provide external auditing services from O’Connor Davies, LLP for the five year period beginning in the 2013-2014 school year as follows:

	2012-13	2013-14
Base Fee	\$43,300	\$39,000
Additional Services if needed:		
Senior Partner	\$281.22	\$250
Partner	\$253.09	\$225
Senior Manager	\$213.72	\$190
Managers	\$168.73	\$175
Supervisor	\$163.10	\$145
Senior Accountants	\$146.23	\$130
Staff Accountants	\$101.23	\$95

Capital Project Closeout Amendment

On motion by Mrs. Brantman, seconded by Mr. Satran and passed 4-0, the Board of Education moved to approve the following resolution:

WHEREAS, the Board of Education previously approved an interfund transfer of \$18,505.63 from the Capital Fund to the General Fund in order to close out the 2009-10 Proposition 1 HS Storage Building capital project and;

WHEREAS, there is an additional \$151.52 remaining in this project account after final reconciliation;

NOW THEREFORE BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve an interfund transfer of \$151.52 from the Capital Fund to the General Fund in order to close out the completed 2009-10 Prop 1 – HS Storage Building project and file the Final Cost Report with the New York State Education Department.

On motion by Mrs. Brantman, seconded by Mr. Satran and passed 4-0, the Board of Education moved to adjourn the meeting at 8:55 P.M.