

**BOARD OF EDUCATION MEETING
MINUTES**

June 2, 2014

Present: Mrs. Jennifer Rosen, President; Mrs. Dina Brantman, Vice President;
Michael Haberman; Mr. Jonathan Satran;

Absent: Mr. Paul Wasserman

Also Present: Mr. James Kaishian, Superintendent of Schools; Mr. Stuart Matthey, Asst.
Superintendent for Finance & Operations; Dr. Kusum Sinha, Asst.
Superintendent for Curriculum, Instruction & Assessment and H.R.;
Mr. David Shaw, School Attorney; Juanita Brockett, District Clerk

The Briarcliff Manor Board of Education held a meeting on Monday, June 2, 2014 in the Middle School Theater and was called to order by Mrs. Rosen at 7:05 P.M.

On motion by Mrs. Brantman, seconded by Mr. Haberman and passed 4-0, the Board immediately adjourned into executive session for the purpose of discussing the employment history of particular persons and to seek legal counsel.

On motion by Mr. Haberman, seconded by Mr. Satran and passed 4-0, the Board returned to public session at 8:15 P.M.

CONFERRAL OF TENURE

On motion by Mrs. Brantman, seconded by Mr. Haberman and passed 4-0, it is hereby

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education does hereby confer tenure upon Rosemarie Huber, in the tenure area of Mathematics 7-12, effective September 1, 2014.

On motion by Mrs. Brantman, seconded by Mr. Haberman and passed 4-0, it is hereby

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education does hereby confer tenure upon Janis DiBernardo, in the tenure area of Teaching Assistant, effective September 1, 2014.

On motion by Mrs. Brantman, seconded by Mr. Haberman and passed 4-0, it is hereby

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education does hereby confer tenure upon Allison Klein, in the tenure area of Teaching Assistant, effective September 1, 2014.

On motion by Mrs. Brantman, seconded by Mr. Haberman and passed 4-0, it is hereby

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education does hereby confer tenure upon Alison Romm, in the tenure area of Teaching Assistant, effective September 1, 2014.

The following work session items were discussed:

- a. New Visions Walkabout Program
- b. Todd School Dismissal
- c. Follow up on Rosecliff Transportation

The following financial work session items were reviewed:

- a. Review of budget transfers requiring pre-approval
- b. Review of budget transfers through May 29, 2014
- c. Review of the following financial reports for April 2014: Treasurer's Report, Appropriation Status Report, Revenue Status Report, and Fund Balance Projection

Public Comments on Work Session Items and Resolutions

APPROVAL OF MINUTES

On motion by Mrs. Brantman, seconded by Mr. Satran and passed 3-0, it is hereby

RESOLVED, that the Board of Education does hereby approve the minutes of the Public Budget Hearing held on May 6, 2014.

Mr. Haberman abstained because he was not present at the meeting.

On motion by Mrs. Brantman, seconded by Mr. Satran and passed 3-0, it is hereby

RESOLVED, that the Board of Education does hereby approve the minutes of the Board of Education meeting held on May 6, 2014.

Mr. Haberman abstained because he was not present at the meeting.

On motion by Mrs. Brantman, seconded by Mr. Satran and passed 3-0, it is hereby

RESOLVED, that the Board of Education does hereby approve the minutes of the Board of Education meeting held on May 12, 2014.

Mr. Haberman abstained because he was not present at the meeting.

On motion by Mrs. Brantman, seconded by Mr. Satran, the motion to approve the minutes of the special meeting held on May 17, 2014 failed 2-0. *Mr. Haberman and Mr. Satran abstained because they were not present at the meeting.*

CONSENT AGENDA

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

- a. RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education does hereby accept, with appreciation, a weeping cherry tree to be planted in front of the middle school from local Girl Scout Troop #2408.

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- b. RESOLVED, that the Board of Education does hereby accept with appreciation, the Intel Science Talent Search 2013 award in the amount of \$1,000 from the Society for Science & the Public, awarded per semifinalist, to further support excellence in science, math and/or engineering education at Briarcliff High School.
 - c. RESOLVED, that the Board of Education does hereby accept with appreciation, the grant in an amount not to exceed \$795.92 from the Briarcliff Friends of the Arts, awarded to Roxanne Ritacco for the purchase of Art Opening Reception & Presentation supplies.
 - d. RESOLVED, that the Board of Education does hereby accept with appreciation, the grant in an amount not to exceed \$400.00 from the Briarcliff Friends of the Arts, awarded to Roxanne Ritacco for the purchase of five (5) Standing Easels for art students in grades 9 through 12.
 - e. RESOLVED, that the Board of Education does hereby accept with appreciation, the grant in an amount not to exceed \$1,000.00 from the Briarcliff Friends of the Arts, awarded to Diane Guida for the purchase of six (6) Portable Ballet Barres for the Briarcliff Dance Program.
 - f. RESOLVED, that the Board of Education does hereby accept the resignation, with appreciation of her 20 years of service to the district, of Frances Conte, Teacher Aide, for the purpose of retirement effective June 26, 2014.
 - g. RESOLVED, that the Board of Education does hereby accept the resignation of Katherine McHenry, Teaching Assistant, effective June 30, 2014.
 - h. RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the request for an unpaid child care leave of absence for Julia Fernandez from September 1, 2014 to June 30, 2015.
 - i. RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the request for an unpaid leave of absence for Kerry Irwin from September 1, 2014 to June 30, 2015.
 - j. RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the appointment of Katherine McHenry, who has Initial Childhood Education (Grades 1-6) and Initial Students with Disabilities (Grades 1-6) certification to the 1.0 FTE probationary position as Elementary Teacher in the tenure area of Elementary Education to commence on September 1, 2014 and to expire on August 31, 2017. Ms. McHenry will be paid a salary of \$63,844 (MA Step 2) as per the current BTA contract.

- k. RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the appointment of the following:

Ian Driver	Director –Middle School Musical	\$2,500 stipend
Regina Leon	Music Director – Middle School Musical	\$2,100 stipend
Davyd Suber	Choreographer - Middle School Musical	\$1,200 stipend
James Britt	Technical Director - Middle School Musical	\$1,200 stipend

- l. RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the appointment of the following volunteer coaches for the 2014-2015 school year:

Brendan Brunelle
Nicholas Freidman
Kathryn Walker

- m. RESOLVED that upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the following career increments effective September 1, 2014:

Anna Digilio (1 st increment)	Thomas Kenney (1 st increment)	Kimberly O’Connor-Truett (1 st increment)
Cathy Freeman (1 st increment)	Michelle Kiger (1 st increment)	Christina Rutledge (1 st increment)
Laura Gualtiere (1 st increment)	Ellen Mager(1 st increment)	Abbey Siegel (2 nd increment)

- n. RESOLVED that the Board hereby grants Daniel R. Murphy a leave of absence from his position in the 7-12 Mathematics Tenure Area for period commencing July 1, 2014 and terminating on June 30, 2015 or such earlier date as may be determined by the Board based upon administrative assignments at the High School.
- o. RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the appointment of Daniel R. Murphy as per the terms of the Agreement dated June 2, 2014 in which Mr. Murphy agrees to serve as High School Assistant Principal, teacher on assignment, in the District on a contract basis commencing July 1, 2014 and ending June 30, 2015.
- p. RESOLVED, that the Board of Education, does hereby approve the Westchester Putnam School Boards Association (WPSBA) slate of officers and member of the Board of Directors for the term of 2014-15.
- q. RESOLVED, that upon the recommendation of the Superintendent of School, the Board of Education does hereby approve the Claims Audit Report for April 2014.

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- r. RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the budget transfer in the amount of \$12,600 to cover additional funds needed to pay for water bills, gas and diesel fuel charges for District vehicles and equipment.

ACTION ITEMS

Certification of the May 20, 2014 Voting Results

On motion by Mrs. Brantman, seconded by Mr. Haberman and passed 4-0, it is hereby

RESOLVED, that the Board of Education does hereby affirm the results of School Board Budget vote and Board Elections held on May 20, 2014 as referenced within the minutes of this meeting.

Tax Certiorari

On motion by Mrs. Brantman, seconded by Mr. Haberman and passed 4-0, it is hereby

RESOLVED, that the Board of Education consents to the settlement of a tax certiorari proceeding with the identification number of Section 98.10 Block 1, Lot 6 in the estimated amount of \$3,777.72 in accordance with the terms of the Consent Judgment and authorizes its attorneys, Shaw, Perelson, May & Lambert, LLP to execute same:

AND IT IS FURTHER RESOLVED, that the Board authorizes the refund estimated amount of \$3,777.72 as required by the terms of the Consent Judgment.

Facilities Bid Awards

On motion by Mrs. Brantman, seconded by Mr. Haberman and passed 4-0, it is hereby

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve, per bid specifications contracts to the following vendors for the 2014-15 school year:

Fencing	WBE Fencing Company, Inc.
Roofing	Precision Roofing, Inc.
Masonry	Landi Contracting Inc.

Site Work – Additional Inspections

On motion by Mrs. Brantman, seconded by Mr. Haberman and passed 4-0, it is hereby

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the cost proposal from Eberlin & Eberlin for additional inspections of Phase 2 site work related to the \$10.525 million capital improvement project as follows: \$100.00 per hour for Field Inspector
\$150.00 per hour for Ron Tetelman

Capital Project – Phase II Site Work

On motion by Mrs. Brantman, seconded by Mr. Haberman and passed 4-0, it is hereby

WHEREAS, the Board of Education previously awarded the site contractor bid for Phase II of the \$10.525 million capital project to Landscape Unlimited Inc.,

BE IT RESOLVED, that the Board of Education hereby authorizes the Board President to execute an Agreement between Owner and Contractor with Landscape Unlimited Inc., dated February 24, 2014, for site contractor services in relation to Phase II (MS/HS baseball field, lower soccer field and lower field hockey field) of the \$10.525 million voter approved capital project. A copy of such contract shall be incorporated by reference within the minutes of this meeting.

Capital Project – Asbestos Removal

On motion by Mrs. Brantman, seconded by Mr. Haberman and passed 4-0, it is hereby

RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education hereby awards the following bid in relation to the January 21, 2014 authorized capital project as follows:

LOCATION	TRADE	CONTRACTOR	BASE BID
Todd Elementary	Asbestos Removal	NSC Abatement Services, Inc.	\$99,900

BE IT FURTHER RESOLVED, that the Board hereby authorizes the Board President to execute the individual contract between the District and the above listed contractor upon approval of same by the School Attorney. A copy of such contract shall be incorporated by reference within the minutes of this meeting.

Summer Transportation Contract

On motion by Mrs. Brantman, seconded by Mr. Haberman and passed 4-0, it is hereby

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the contract for summer 2014 transportation services to Royal Coach Lines, Inc. per bid specifications.

Facilities Bid Award Renewals

On motion by Mrs. Brantman, seconded by Mr. Haberman and passed 4-0, the Board moved to amend the vendors' list to include A& A Maintenance Enterprise Inc.

On motion by Mrs. Brantman, seconded by Mr. Haberman and passed 4-0, it is hereby

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the renewal of contracts per 2013-14 (year 1) bid specifications to the following vendors for the 2014-15 (year 2) school year:

Plumbing	L.I. Reilly Plumbing & Heating Inc.
Turf Maintenance	Alternative Healthcare
Hydroxipro Cleaning Solution	Wise Supply, Inc.
HVAC/Refrigeration Maintenance	Johnson Controls Inc.
Electrical Maintenance	Delta Electrical, Inc.
Electrical New	Delta Electrical, Inc.
Concrete	Acocella Contracting Inc.
Asphalt	Landi Contracting Inc.
Cleaning	A & A Maintenance Enterprise, Inc.

BOCES IPA

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

WHEREAS, the Board of Education of the Briarcliff School District desires to enter into a five year contract with the Southern Westchester BOCES in order for the Lower Hudson Regional Information Center to furnish certain computer services to the District pursuant to Education Law 1950 (4) (JJ), both parties are in agreement on the following:

1. Computer services to be rendered through Southern Westchester BOCES will require the purchase of hardware and software.
2. As part of this service agreement, Southern Westchester BOCES will obtain financing through an installment purchase agreement, for the purchase of equipment and software necessary to deliver the computer services.
3. The Briarcliff School District hereby agrees to pay the total contract cost to the Southern Westchester BOCES. The District further acknowledges its responsibility for the 60 payments to the Southern Westchester BOCES to cover principal and interest.
4. In the event that the Briarcliff School District desires to prepay the outstanding balance prior to the completion of the term of this agreement, any applicable penalties and/or interest charges will also be a liability to the School District.
5. The equipment is the property of the Southern Westchester BOCES. Upon final payment of the Installment Purchase Agreement, the District shall have continued use of the equipment for the next ten years at no cost, with or without the purchase of services through the Lower Hudson Regional Information Center. In the event the district is not purchasing services through the Lower Hudson Regional Information Center, the District will be billed the annual insurance premium on the equipment. At

the conclusion of the ten-year period, the District may purchase the equipment at fair market value.

6. It is further agreed that the district will pay all BOCES invoices in full and within 30 days of the invoice date. Appropriate credits and/or charges for any given billing period will be applied to the subsequent month's invoice.

NOW, THEREFORE, it is

RESOLVED, that the Board of Education of the Briarcliff School District agrees to enter into a contract with the Southern Westchester BOCES, for the provision of said services to the District, as noted in Schedule A in an amount not to exceed \$500,000 plus \$45,752 for applicable interest for a period of five years.

Professional Learning Consulting Services & Vetted Digital Content[Knovation]

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

Whereas, the district plans to implement a 1:1 program beginning with the 4th & 5th grades for the 2014/2015 school year with 28 pilot teachers and staff leading this digital transformation; and

Whereas, professional learning services are a critical component in helping students, teachers, and administrators make the pedagogical shift required when moving from a print to digital environment; and

Whereas, the Assistant Superintendent for Finance & Operations issued a request for proposals for professional learning consulting and vetted digital resource services; and

Whereas, responses to the proposal were reviewed and meetings held with prospective respondents;

Therefore Be it Resolved that the Board of Education does hereby approve the proposal from Knovation Inc. for providing professional learning, consulting services and access to vetted digital content (icurio)for the three year period (renewed annually) beginning June 3, 2014 through June 30, 2017 as follows:

Briarcliff 3 Year Timeline	Year 1	Year 2	Year 3
<i>See Professional Learning Plan for details of deliverables.</i>	<u>June 1, 2014</u> to June 30, 2015 (13 months)	<u>July 1, 2015</u> to June 30, 2016 (12 months)	<u>July 1, 2016 to</u> June 30, 2017 (12 months)
Professional Learning Plan & Yearly Onsite Evaluation & Adjustment to Plan	Delivered	1 Onsite Eval. Day	1 Onsite Eval. Day
Consulting Hours for Quarterly Review	4 hrs. (\$2,000)	NA	NA

Summer Professional Learning Days	10 days (June - Aug)	6 days (July - Aug)	6 days (July - Aug)
School Year Professional Learning Days (2 days per quarter during school year; 1 Admin. PL Day)	9 days	5 days	5 days
Instructional Coaching (1 day)	1 day	1 day	1 day
Total PL & Onsite Eval. Days	20 days	13 days	13 days
*PL Days Total Cost (\$2,500 per day)	\$50,000	\$32,500	\$32,500
Total PL & Consulting Cost	\$52,000	\$32,500	\$32,500
icurio platform & digital resources (1,500 students) <u>Reflects a \$12,891 discount over 3 yrs.</u> (Includes \$2 discount per student, no annual subscription increase over 3 yrs., and one month free)	\$20,875 (\$4,375) \$16,500	\$20,325 (\$3,825) \$16,500	\$21,191 (\$4,691) \$16,500
Total Cost	\$68,500	\$49,000	\$49,000

Budget Transfer

On motion by Mrs. Brantman, seconded by Mr. Haberman and passed 4-0, it is hereby

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the budget transfer in the amount of \$16,500 to cover costs associated with the purchase of access to vetted digital resources related to the District’s 1:1 initiative.

SEORA Declaration – Safety & Security Project

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

WHEREAS, on May 20, 2014, by referendum, the voters of the Briarcliff Manor School District approved the 2014-2015 Safety & Security Project (the “Project”) as part of the 2014-2015 Annual Budget; and

WHEREAS, The Board of Education intends to implement the Project by seeking the requisite approval from the State Department of Education (“SED”)

THEREFORE, BE IT RESOLVED, that the Board of Education, in accordance with the SED rules and regulations, declares itself Lead Agency for purposes of the State Environmental Quality Review Act (“SEQRA”); and

BE IT FURTHER RESOLVED, the Board of Education, acting as Lead Agency, has determined that the Project is a Type II action pursuant to Section 617.5 of Title 6 of the New York Codes, Rules and Regulations (“NYCRR”) and not subject to SEQRA; and

BE IT FURTHER RESOLVED, that the Board of Education directs the District to take such actions as needed to obtain the requisite Project approval from SED.

On motion by Mrs. Brantman, seconded by Mr. Haberman and passed 4-0, the Board moved to adjourn the public meeting at 10:35 P.M.