

**BOARD OF EDUCATION MEETING
MINUTES**

October 6, 2014

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

Also Present: Mr. James Kaishian, Superintendent of Schools; Mr. Stuart Matthey, Asst. Superintendent for Finance & Operations; Dr. Kusum Sinha, Asst. Sup't for Curriculum, Instruction & Assessment and H.R.; Mr. David Shaw, School Attorney; Mr. Chris Kopf, O'Connor Davis CPA firm; Juanita Brockett, District Clerk

The Briarcliff Manor Board of Education held a meeting on Monday, October 6, 2014 in the Middle School Theater and it 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 immediately adjourned into executive session for the purpose of discussing Taylor Law negotiations, potential litigation matters and to seek legal counsel.

Mr. Haberman arrived at 7:20 P.M.

On motion by Mrs. Brantman, seconded by Mr. Haberman and passed 5-0, the Board moved to return to public session at 8:20 P.M. to conduct the regular business meeting.

On motion by Mrs. Brantman, seconded by Mr. Haberman and passed 5-0, the Board moved to bring the conferral of tenure of Meredith Safer (consent agenda item "c") to this point on the agenda.

On motion by Mrs. Brantman, seconded by Mr. Haberman and passed 5-0, it is hereby

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education does hereby confer tenure upon Meredith Safer, in the tenure area of Guidance, effective October 20, 2014.

Presentations

- Dr. Sinha provided an overview of the K-12 State Assessments.
- Chris Kopf & Larry Feldman, external auditors with O'Connor Davies, presented the June 30, 2014 Financial Statements. The External Auditors gave the district an unqualified opinion rating which is the best opinion a district can received. It states that the district has followed all accounting principles appropriately and that the financial reports are an accurate representation of the district's financial condition as of June 30, 2014.

Work Session

Mr. Satran gave an update on the work of the Energy Committee.

The following financial work session items were reviewed:

- Claims Audit Report August for 2014
- Budget transfers through Sept. 30, 2014
- Financial reports for August 2014: Treasurer's Report, Appropriation Status Report, and Revenue Status Report

Minutes Board approved 10-20-14

**BOARD OF EDUCATION MEETING
MINUTES**

October 6, 2014

- August 2014 Warrants: #2 Fund A; #2 Fund TA; #2 Fund H
- General Fund expenditure and revenue reports for August 2014

The Board conducted 1st reading of the following policies:

Policy	Briarcliff Policy #	NYSSBA Policy #
Soliciting Funds for Non-School Purpose	3241	1512
Budget Transfers	5320	6150
Purchasing	5202	6700
Fund Raising by Students	7430	5251
Home Instruction	8430	4327
Audit Committee	2305	6690
Textbook	8320	4511
Musical Instruments	7480	4320.2
Naming Facilities	3245	7500

Approval of minutes

On motion by Mrs. Brantman, seconded by Mr. Haberman 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 September 22, 2014 as presented.

Mr. Haberman and Mr. Satran abstained because they were not present at that meeting.

Consent Agenda

On motion by Mrs. Brantman, seconded by Mr. Haberman and passed 5-0, the Board moved to approve the following consent agenda items as amended.

- a. RESOLVED, that the Board of Education does hereby accept the following resignations:

Wendy Doyle	Teaching Assistant	Effective September 19, 2014
Frances Farrell	Teaching Assistant	Effective September 29, 2014
Francesca Zacarolli	Teaching Assistant	Effective October 3, 2014

- b. RESOLVED, that the Board of Education does hereby accept the resignation, with appreciation of her 11 years of service to the district, of Karen McKeon, for the purpose of retirement effective November 28, 2014.
- c. RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the appointment of Theresa Joannou to a 1.0 FTE probationary position of Secretary to School Administrator effective October 31, 2014. Mrs. Joannou will be paid an annual salary of \$74,000 (Managerial and Confidential Salary Agreement).

**BOARD OF EDUCATION MEETING
MINUTES**

October 6, 2014

- d. RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the appointment of Donna Volgende to the position of part time School Lunch Monitor effective October 7, 2014 at a salary of \$15.33 per hour Step 1 of the SRP contract.
- e. RESOLVED, that the Board of Education does hereby approve the continuation of the loan of the Briarcliff Manor UFSD Friezes to the Supreme Court of the United States for the 2014-15 school year, and authorizes the Board President to execute the necessary documents, if any.
- f. RESOLVED, that the Board of Education does hereby accept the Claims Audit Report submitted for August 2014.
- g. RESOLVED, that the Board of Education does hereby approve the renumbering of the following Board policies to conform to the NYSSBA Policy Manual numbering:

	Briarcliff Manor Policy #	NYSSBA Policy #
Role of the BOE	1300	2101
Powers & Duties of the BOE & its Officers	1310	2102
Advertising in Schools	3240	1511
Use of BMSD Educational Channel	3251	1131

- h. RESOLVED, that the Board of Education hereby revokes and removes the following policies from the Policy Manual, which policies have become integrated in other policies or are unnecessary:

- Policy 1340 (Methods of Operation)
- Policy 1400 (Management and Control of Schools)
- Policy 1420 (Execution of Policy: Administrative Regulations)
- Policy 2400 (Membership in Associations)
- Policy 3242 (Release of Public Information Concerning Students and District Personnel)
- Policy 3280 (Sale of District Mailing Labels)
- Policy 3310 (Confidentiality of Computerized Information)
- Policy 3400 (Theft Policy)

Action Items

Financial Statements & Supplementary Information Audit Report

On motion by Mrs. Brantman, seconded by Mr. Haberman and passed 4-1, it is hereby

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education does hereby accept the Financial Statements and Supplementary Information Audit Report for the year ending June 30, 2014 certified by O'Connor Davies, LLP.

Mr. Wasserman voted Nay.

**BOARD OF EDUCATION MEETING
MINUTES**

October 6, 2014

Financial Statements & Supplementary Information Audit Report

On motion by Mrs. Brantman, seconded by Mr. Haberman and passed 5-0, it is hereby

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board does hereby accept the Extra-classroom Activity Funds –Statement of Cash Receipts, Cash Disbursements and Cash Balances Report for the year ending June 30, 2014 certified by O’Connor Davies, LLP.

E-Rate Consulting – E-Rate Exchange, LLC

On motion by Mrs. Brantman, seconded by Mr. Haberman and passed 5-0, it is hereby

RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the proposal for E-Rate consulting services in an amount up to \$3,200 from E-Rate Exchange, LLC for the 2014-15 school year.

BE IT FURTHER RESOLVED, that the Board hereby authorizes the Board President to execute the agreement between the District and E-Rate Exchange, LLC. A copy of such agreement shall be incorporated by reference within the minutes of this meeting.

Change Order – Landscape Unlimited Inc. Phase II

On motion by Mrs. Brantman, seconded by Mr. Haberman and passed 5-0, it is hereby

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the following change order items related to the \$10.525MM capital project for the site contractor Landscape Unlimited Inc. for Phase II work.

Item #	Project #	Description	Amount
5A	66-14-02-02-004-012	Supply & Install two pit covers in the track infield area	\$10,165.00
5B	66-14-02-02-004-012	Installation of synthetic track surface on two pit covers	\$7,340.00
		Overhead & Profit	\$1,750.50
		TOTAL	\$19,255.50

On motion by Mrs. Brantman, seconded by Mr. Haberman and passed 5-0, the Board moved to adjourn the meeting at 9:55 P.M.