

**BOARD OF EDUCATION
MINUTES**

February 29, 2016

Present: Mr. Michael Haberman, President; Mr. Jonathan Satran, Vice President;
Mrs. Jennifer Rosen, Mr. Paul Wasserman; Mrs. Jan Fisher

Also Present: Mr. James Kaishian, Superintendent of Schools; Ms. Linda Peters, Asst.
Superintendent for Finance & Operations; Mr. David Shaw, School Attorney;
Juanita Brockett, District Clerk

The Briarcliff Manor Board of Education held a meeting on Monday, February 29, 2016 in the Middle School Theater and was called to order by Mr. Haberman at 7:00 P.M.

PRESENTATIONS

Mr. McIntosh, Director of Instruction and HR, gave a presentation on the K-12 reading program.

Mrs. Dina Brantman, Chairperson of the Facilities Committee, shared the committee's findings from the past year of research and building tours and presented recommendations for building repairs and renovations. A list of those recommendations is referenced within the minutes of this meeting.

WORK SESSION

1. The Board reviewed the Audit Committee Minutes of September 17, 2015.
2. The Board reviewed and discussed the proposed 2016-17 School Calendar. The Board expressed concerns around the number of ½ days incorporated into the calendar and asked that the Superintendent revise and bring it back at the next meeting.
3. The Board received one interest in volunteering to be Election Chairperson for the annual budget vote and board elections.
4. Mrs. Beasley, Director of Technology, briefly discussed the Technology Plan/Smart Schools Investment Plan. She also gave the Board an overview of the IPA.

FINANCIAL WORK SESSION

1. The Board reviewed budget transfers through Feb. 23, 2016 and reviewed budget transfers requiring pre-approval.
2. The Board reviewed the Claims Audit Report for January 2016.
3. The Board received a draft copy of the Internal Risk Report.

APPROVAL OF MINUTES

On motion by Mr. Satran, seconded by Mrs. Rosen and passed 5-0, the Board moved to approve the minutes of the Board of Education meeting held on February 8, 2016 as presented.

CONSENT AGENDA

On motion by Mr. Satran, seconded by Mrs. Rosen and passed 5-0, the Board moved to amend the agenda by filling in the blank for the appointment of Election Chairperson for the annual budget vote and board elections.

On motion by Mr. Satran, seconded by Mrs. Rosen and passed 5-0, the Board moved to remove the proposed 2016-17 school calendar from the consent agenda and TABLE to the next meeting.

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

Annual Meeting - Election & Voting

- (a) RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the appointment of Gisette Sofer-Reyes as the volunteer Election Chairperson for the May 17, 2016 Budget Vote & Board Elections.
- (b) RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the following individuals to work for the May 17, 2016 Budget Vote & Board Elections.

Name	Title	Stipend	Name	Title	Stipend
Mary Edgar -Herrera	Chief Inspector	\$200/day	Dorothy Haase	Election Worker	\$10/hr
Raphael Herrera	Chief Inspector	\$200/day	Henry Haase	Election Worker	\$10/hr
Rose Corrigan	Election Worker	\$10/hr	Lorraine Silbert	Election Worker	\$10/hr
Nancy Tomaso	Election Worker	\$10/hr	Donna Walsh	Election Worker	\$10/hr
Karen Berman	Election Worker	\$10/hr	Karen Bernson	Election Worker	\$10/hr

- (c) RESOLVED, that the upon the recommendation of the Superintendent of Schools, the Board of Education, does hereby approve the contractual services of certified ballot printer, Phoenix Graphics, Inc., for the printing of scannable voting ballots for the budget and Board elections on May 17, 2016 for a cost of \$1,400.
- (d) RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the contractual services with Smart Mover Inc., in the amount of \$750 for the transport of voting machines for the May 17, 2016 Budget vote and board elections.

9.2 Personnel

- (a) RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the request of Mrs. Corrine Crain, Middle School Math Teacher, for the remaining four days of her 40-day parental leave to be taken as unpaid effective March 1 through March 4, 2016.
- (b) RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education does hereby accept the resignation of Ms. Lisa Renda, Teaching Assistant at Todd Elementary, effective February 23, 2016.
- (c) RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the recommendation for the following coaches for the 2016 Spring Athletic Program:

Coaching Assignment	Coach	New	Incum.	Stipend
V Baseball Head Coach	John Schrader		X	\$7478.00
V Baseball Asst. Coach	Stephen Boyer		X	\$5338.00
JV Baseball Head Coach	Daniel Bramswig		X	\$5206.00

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Baseball Volunteer Coach	Walter Kowalczyk	X		N/A
Modified Baseball Head Coach	John Kavanah		X	\$3600.00
V Golf Head Coach	Michael Perricone		X	\$5338.00
V Boys Lax Head Coach	Robert Anderson		X	\$7119.00
V Boys Lax Asst. Coach	Alfredo Meola		X	\$5179.00
JV Boys Lax Head Coach	Elan Kheyman		X	\$5179.00
Boys Lax Volunteer Coach	Hunter Palancia	X		N/A
Modified Boys Lax Head Coach	Lawrence Petriccione		X	\$3600.00
V Girls Lax Head Coach	Jessica McDonough		X	\$7119.00
V Girls Lax Asst. Coach	Daniel Perito		X	\$5179.00
JV Girls Lax Head Coach	Richard Bonfiglio	X		\$4208.00
Modified Girls Lax Head Coach	Lola Hope	X		\$3153.00
V Girls Softball Head Coach	Lindsay Zekus		X	\$7478.00
V Softball Asst. Coach	Andrea Thau		X	\$5338.00
JV Softball Head Coach	Aldo Spano	X		\$4528.00
V Boys Tennis Head Coach	Donald Hamlin		X	\$5135.00
JV Boys Tennis Head Coach	Brian Byrnes		X	\$3861.00
V Spring Boys Track Head Coach	Patrick McGrath		X	\$7243.00
V Spring Girls Track Head Coach	Wendi Bean		X	\$7243.00
V Spring Track Asst. Coach	Joseph Moschitto	X		\$4600.00
V Spring Volunteer Coach	Sean Ryan		X	N/A
Modified Spring Track Head Coach	Brendan Coxen		X	\$3600.00

9.3 *Financial Items*

- (a) RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the budget transfer in the amount of \$60,000 to cover water usage for irrigation of new fields at the MS/HS through June 30, 2016.
- (b) RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the budget transfer in the amount of \$15,000 to cover the purchase of Foreign Language textbooks for the Middle School.
- (c) RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the budget transfer in the amount of \$61,929.52 to cover costs to consolidate and digitize records of various departments for compliance with NYS Records Management Laws.
- (d) RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education does hereby accept the claims audit report for January 2016.
- (e) RESOLVED that, upon the recommendation of the Audit Committee, the Board of Education does hereby accept the minutes of the Audit Committee meeting held on September 17, 2015.

9.4 2016-17 School Calendar

RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the 2016-17 school calendar as presented. TABLED

1. ACTION ITEMS

Tax Certiorari – ID 98.10-1-41

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

RESOLVED, that the Board of Education does hereby authorize the refund of taxes in the amount of \$14,912.09 due for the property with tax identification number 98.10-1-41 as required by the terms of the Consent Judgment.

BE IT FURTHER RESOLVED, that the Board of Education does hereby approve an increase to budget line A1930.400 (Judgment and Claims) in the amount of \$14,912.09.

This expenditure represents tax certiorari refunds due for the 2009-10 through 2012-13 school tax years in accordance with the terms of the Consent Judgment and will be funded from the Tax Certiorari Reserve.

Internal Audit Intensive Review

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

WHEREAS the Audit Committee has reviewed the Updated Risk Assessment report as prepared by the district’s internal auditing firm Tobin & Tobin;

THEREFORE BE IT RESOLVED, that upon the recommendation of the Audit Committee, the Board of Education does hereby approve “Extra-classroom Activities” as the intensive review area for the 2015-16 fiscal year.

NYLAF- New York Liquid Asset Fund

Mr. Satran made a motion to TABLE this resolution. No one seconded. Further discussion took place and Mr. Satran again made a motion to TABLE this resolution. It was seconded by Mrs. Rosen and the motion passed 5-0.

WHEREAS, the Participant, pursuant to the provisions of the General Municipal Law and its investment policy, after due investigation, evaluation and deliberation, has determined that it is in the best interest of the Participant to invest a portion of its public funds on a cooperative basis pursuant to the terms of a Municipal Cooperation Agreement dated as of February 29, 2016, (the “Agreement”) among the Cheektowaga Central School District, as Lead Agent, and various other municipal corporations, under the trade name “New York Liquid Asset Fund” (“NYLAF”);

NOW, THEREFORE, be it resolved by the Governing Body (the “Finance Board”) of the Participant in Westchester County, State of New York, as follows:

Section 1. The terms, conditions and provisions of the Agreement attached hereto are hereby approved. The Assistant Superintendent for Finance & Operations (the “Chief Fiscal Officer”) of the Participant is hereby authorized to execute and deliver the

Agreement, and the Chief Fiscal Officer is hereby authorized to affix the seal of the Participant thereto and attest such seal. The Chief Fiscal Officer is hereby authorized to from time to time effect and consent to such changes to the Agreement in the form attached hereto as may be necessary or convenient in order to further carry out the purposes of the Agreement or to clarify or correct the terms thereof. The Chief Fiscal Officer is hereby authorized to delegate the foregoing duties to his or her designees as authorized by the Law (as that term is defined in the Agreement), which designee is an authorized employee officer of the Participant. Upon the execution in full and delivery of the Agreement, the Participant shall become a Participant, as that term is defined in the Agreement.

Section 2. Notwithstanding any term or provision of the Agreement to the contrary, the Participant may withdraw from the Agreement at any time upon thirty (30) days written notice to the Governing Board of NYLAF by the Chief Fiscal Officer and thereafter the Participant shall cease to have any rights or obligations under the Agreement.

Section 3. This resolution shall be effective immediately upon its due adoption by the Finance Board.

On motion by Mr. Satran, seconded by Mrs. Rosen and passed 5-0, the Board moved to adjourn the meeting at 9:37 P.M.

Juanita Brockett, District Clerk

Michael Haberman, Board President