

**BOARD OF EDUCATION
MINUTES**

March 14, 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, March 14, 2016 in the Middle School Theater and was called to order by Mr. Haberman at 7:00 P.M.

On motion by Mr. Wasserman, seconded by Mrs. Fisher and passed 3-0, the Board immediately adjourned into Executive Session for the purpose of discussing the employment history of particular persons and to seek legal counsel.

Mrs. Rosen arrived at 7:02 P.M.
Mr. Satran arrived at 7:25 P.M.

On motion by Mr. Satran, seconded by Mrs. Rosen and passed 5-0, the Board moved to return to public session at 7:30 P.M.

Comments on non-agenda items were heard from the public.

PRESENTATIONS

Mr. Kaishian presented the first draft of the 2016-17 Superintendent's recommended school budget.

On motion by Mr. Satran, seconded by Mrs. Rosen and passed 5-0, the Board moved to add a public comment session at this point on the agenda. Public comments were heard.

The following work session items were discussed:

- The Technology Plan/Smart Schools Investment Plan
- IPA
- Two draft versions of the 2016-17 recommended school calendar

The Board reviewed the following financial documents:

- Budget transfers requiring pre-approval
- Financial reports for January 2016: Treasurer's Report, Appropriation Status Report, and Revenue Status Report
- The January 2016 Warrants: #8 Fund A; #7 Fund TA; #8 Fund H
- The General Fund expenditure and revenue reports for January 2016

The Board conducted a 1st reading of the following policies:

Policy Title	NYSSBA#	BRIARCLIFF #
Student Records	5500	
Student Records - R	5500 R	
Use of Credit Cards	8334	5420
Computer Resources & Data Management	8630	3310, 5800, 6165, 6166
Claims Auditor	6650	
Claims Auditor Checklist	6650.E	

**BOARD OF EDUCATION
MINUTES**

March 14, 2016

Computer Use in Instruction	4526	
Public Use of Facilities	1500	

MINUTES

On motion by Mr. Satran, seconded by Mrs. Rosen and passed 5-0, it is hereby
RESOLVED, that the Board of Education approve the minutes of the Board of Education meeting held on February 29, 2016 as presented.

CONSENT AGENDA

On motion by Mr. Satran, seconded by Mrs. Rosen and passed 5-0, the Board moved to amend the consent agenda by revising the wording of the resolution to approve Version 2 of the 2016-17 school calendar.

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

Donations

- (1) RESOLVED, that the Board of Education does hereby accept, with appreciations, the BMEF grant awarded to Yiqing Shen to attend the Mechanics Modeling Workshop – STEM Teachers in NYC.
- (2) RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education does hereby accept, with appreciation, the donation of Euro Pro Soccer Goals and safety pads from The Briarcliff Youth Soccer Club. Estimated value \$6,000.00.
- (3) RESOLVED, upon the recommendation of the Superintendent of School, the Board of Education does hereby approve the donation of a windscreen and a mesh banner for the backstop for the high school softball field from the Briarcliff Little League. The estimated value of this donation is \$2,385.00.
- (4) RESOLVED, that the Board of Education does hereby accept, with appreciation, a check in the amount of \$149.00 from Photo Works, to be used for Todd School Pushkin Players supplies.
- (5) RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the donation of an Engelhardt 1/2 size cello to the Middle School from Kara & Peter Lazarus. The cello is valued at \$500.00.

Personnel

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education does hereby accept the resignation of Jeremy Schulman, HS English Teacher, effective February 22, 2016.

Textbooks

- (1) RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the sale of unused, obsolete textbooks to Follett Corporation.
- (2) RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the return of unused text books for credit to Singapore Math, Inc.
- (3) RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the disposal of the following obsolete textbooks.

**BOARD OF EDUCATION
MINUTES**

March 14, 2016

TITLE	PUBLISHER	ISBN #	COPYRIGHT	# OF COPIES
Middle School Math: Tools for Success	Prentice Hall	0-13-043416-7	2001	38
Mathematics: Structure and Method	McDougal Littell Houghton Mufflin	0-395-57013-1	1992	12
Mathematics: Applications & Concepts Course 3	Glencoe-McGraw Hill	0-07-865265	2006	71
Impact Mathematics - Course 1	Glencoe-McGraw Hill	1-57039-850-X	2002	18
Pre-Algebra	Glencoe-McGraw Hill	0-07-865108-5	2005	64

Health Services Contracts

- (1) RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the Health Services Contract with the Harrison Central School District in the amount of \$2,176.22 for two (2) Briarcliff students who attend private school in the Harrison School District.
- (2) RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the Health Services Contract with the Greenburgh Central School District in the amount of \$2,631.60 for three (3) Briarcliff students who attend private school in the Greenburgh School District. Greenburgh School District cell

CSE, CPSE & 504 Recommendations

RESOLVED, that upon recommendation of the Superintendent of Schools, the Board of Education does hereby approve the October and November CSE/CPSE/504 recommendations for the months of January and February, 2016.

2016-17 School Calendar

RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve Version #2 of the 2016-17 school calendar as presented.

Budget Transfers

RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the budget transfer in the amount of \$50,000 to cover the cost of a Release and Settlement Agreement for the 2015-16 school year.

ACTION ITEMS

Tuition Settlement Agreement

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

RESOLVED, that upon recommendation of the Superintendent of Schools, the Board of Education does hereby approve a one year settlement agreement for tuition reimbursement for one student (91000241) attending Monarch School in Heron, Montana.

Heating Oil Tank Repairs

On motion by Mr. Satran, seconded by Mrs. Rosen 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 Request for Proposal submitted by WCD Group, LLC to repair the heating oil tank at the Todd Elementary School. All work is to be completed between July 1 - August 14, 2016.

REQUEST FOR PRICING - 2016 Heating Oil Tank Repairs			
	WCC	ALLSTATE OIL	WCD
Replace Product Lines to Heating Oil UST	\$21,610.00	\$23,640.00	\$19,300.00
PE Stamped Drawings	\$2,000.00	\$1,965.50	\$1,850.00
Repair Fill Port & Man Way Access	\$5,675.00	\$4,975.00	\$4,250.00
TOTAL	\$29,285.00	\$30,580.50	\$25,400.00

NYLAF- New York Liquid Asset Fund

On motion by Mr. Satran, seconded by Mrs. Rosen and passed 5-0, the Board moved to approve the following resolution:

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 March 14, 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 Board President, (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.

Smart Schools Investment Plan (SSIP)

On motion by Mr. Satran, seconded by Mrs. Rosen and passed 5-0, the Board moved to amend the following resolution by adding the date for the public hearing.

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

RESOLVED, that the Board of Education hereby approves the preliminary Smart Schools Investment Plan (SSIP), as presented to the Board at this meeting, and directs the District Clerk to ensure that the preliminary SSIP is posted on the District website for at least 30 days prior to the public hearing on the preliminary Smart Schools Investment Plan, which public hearing is hereby scheduled for May 9, 2016 at 7:30 P.M., in the Middle School Theater, 444 Pleasantville Road, Briarcliff Manor, NY.

Chappaqua Shared Services /Transportation

On motion by Mr. Satran, seconded by Mrs. Rosen and passed 5-0, the Board moved to amend the effective date of this resolution to March 29, 2016.

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

WHEREAS, the Briarcliff Manor Union Free School District, hereinafter “Briarcliff UFSD,” and the Chappaqua Central School District, hereinafter “Chappaqua CSD,” are public school districts operating under the laws of the State of New York; and,

WHEREAS, pursuant to the provisions of Article 5-G of the General Municipal Law of the State of New York, Briarcliff UFSD and Chappaqua CSD are authorized to enter into the Shared Transportation Agreement described herein; and

WHEREAS, Briarcliff UFSD contracts for transportation through Briarcliff Bus Co., Inc. and Chappaqua CSD contracts through Chappaqua Transportation; and,

WHEREAS, Chappaqua CSD is seeking to transport a student to and from the Winston Preparatory School in Norwalk, Connecticut for the remainder of the 2015-16 school year; and

WHEREAS, Briarcliff UFSD, in accordance with the competitive bidding requirements of Section 103 of the General Municipal Law of the State of New York, entered into a contract for transportation services with Briarcliff Bus Co., Inc. for the transportation of one or more Chappaqua CSD students to the Winston Preparatory School in Norwalk, Connecticut (“Winston”) during the 2015-16 school year and there is room in such conveyance for one or more additional students; and

WHEREAS, Briarcliff UFSD and Chappaqua CSD wish to enter into a shared transportation agreement regarding transportation to Winston, which is deemed to be in the best interests of both school districts; and

WHEREAS, Briarcliff UFSD and Chappaqua CSD desire to set forth certain terms and conditions permitting the child to be transported on a Briarcliff UFSD bus;

NOW THEREFORE in consideration of the above, and the terms of this agreement, it is hereby agreed as follows:

1. Term – The term of this agreement shall be from March 29, 2016 through June 30, 2016 in accordance with the terms hereof.
2. Briarcliff UFSD hereby agrees to permit the Chappaqua CSD student to ride a Briarcliff Bus Co. Inc. bus intended for the transportation of Briarcliff UFSD students on every day Briarcliff UFSD is in session.
3. Chappaqua CSD agrees to pay to Briarcliff UFSD the sum of \$1,207.50, to be paid on a monthly basis, from March 2016 through June 2016. Should Briarcliff UFSD permit additional Chappaqua CSD students to be transported pursuant to this Agreement, Chappaqua CSD's share of the transportation costs shall be adjusted accordingly, based upon the number of Chappaqua CSD students transported to the total number of students transported.
4. Termination – This Agreement may be terminated by either party with thirty (30) days written notice, or at any time by a mutual written Agreement between the parties.
5. Briarcliff UFSD and Chappaqua CSD shall each procure and maintain at their own cost and expense, during the term of this Agreement, comprehensive general liability insurance. Briarcliff UFSD and Chappaqua CSD, respectively, shall name the other school district as an additional insured on such general liability insurance policy and shall provide evidence of such coverage to the other school district upon execution of this Agreement. Both parties have general liability insurance through NYSIR.
6. Student Conduct – Chappaqua CSD acknowledges that any student riding a Briarcliff UFSD bus is expected to abide by the Briarcliff UFSD Code of Conduct. In the event the Chappaqua CSD student is disciplined for conduct on a Briarcliff UFSD school bus, Chappaqua CSD shall be responsible for any disciplinary proceedings associated therewith.
7. In the event the Chappaqua CSD student requires support services, such as a 1:1 aide, that may be applicable during any transportation, Chappaqua CSD is responsible for providing such services.
8. Entire Agreement - The terms of this Agreement represent the final intent of the parties. Any modifications, rescission or waiver of the terms of this Agreement shall be effective only if evidenced by a subsequent writing which is executed and acknowledged by the parties with the same formalities accorded this basic Agreement.
9. This Agreement is subject to approval by both Boards of Education.

IPA

On motion by Mr. Satran, seconded by Mrs. Rosen and passed 5-0, the Board moved to approve the following resolution:

WHEREAS, the Board of Education of the Briarcliff Manor UFSD 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 Manor UFSD 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 Manor UFSD 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.

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.

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 Manor UFSD agrees to enter into a contract with the Southern Westchester BOCES, for the provision of said services to the District, noted in Schedule A in an amount not to exceed \$ 640,000 or applicable for a period of five year, subject to voter approval of the 2016-17 budget.

On motion by Mr. Satran, seconded by Mrs. Rosen and passed 5-0, the Board moved to enter into executive session at 11:10 p.m., to discuss the employment history of particular persons and to seek legal counsel.

On motion by Mr. Haberman, seconded by Mr. Satran and passed 5-0, the Board moved to appoint Mrs. Rosen as Clerk Pro Tem.

On motion by Mr. Haberman, seconded by Mr. Satran, and passed 5-0, the Board moved to adjourn executive session and return to public session at 11:30.

On motion by Mr. Haberman, seconded by Mr. Satran, and passed 5-0, the Board moved to adjourn the public meeting at 11:30 P.M.