

**BRIARCLIFF MANOR BOARD OF EDUCATION
SPECIAL MEETING MINUTES**

July 2, 2012

Present: Mr. Maglietta, President; Mrs. Rosen, Vice President; Mrs. Brantman, Mr. Haberman

Also Present: Mr. Neal Miller, Superintendent of Schools; Mr. Stuart Matthey, Asst. Superintendent for Business & Technology; Mr. David Shaw, Mr. Marc Scharf, School Attorneys; Juanita Brockett, District Clerk

The Board of Education held a special meeting after the Organizational meeting on Monday, July 2, 2012 and was called to order by Mr. Maglietta at 7:50pm.

ACTION ITEMS

1. *Extended School Day Appointments*

On motion by Mrs. Rosen, seconded by Mrs. Brantman and passed 4-0, the Board moved to amend this resolution. Extended School Year was changed to Extended School Day. The statement "as directed by the Superintendent" was inserted after "extended school day".

On motion by Mrs. Rosen, seconded by Mrs. Brantman and passed 4-0, the Board moved to approve this resolution as amended.

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the appointment of the following certified staff for extended school day, as directed by the Superintendent, during the 2012-13 school year to be paid as per Agreement between the District and the BTA dated July 1, 2010 to June 30, 2013, to be funded through Federal Funds: Barbara Katz, Randi Brown, Michelle McNeight and Sondra Dolman-Rubin.

2. *Appointment of CPSE Administrative Assistant*

On motion by Mr. Haberman, seconded by Mrs. Brantman 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 appointment of Barbara Watters to CPSE administrative responsibilities for the amount of \$10,400 to be funded through Federal Funds in the 2012-2013 school year.

3. *CPSE & K-12 Subcommittee Chair*

On motion by Mrs. Brantman, seconded by Mrs. Rosen 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 appointment of Sondra Dolman-Rubin to the stipend position of CPSE and K-12 Subcommittee Chair for the 2012 - 2013 school year, to be funded through Federal Funds in the amount of \$19,092.

4. Subcommittee Chair for Transitioning Students

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 appointment of Diana Blank to the stipend position of Subcommittee Chair for transitioning students grades 8-9 and High School Out-of-District students attending our CASSTLE Program grades 9-12, for the 2012 - 2013 school year, to be funded through Federal Funds in the amount of \$5,000.

5. Occupational Therapist

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 appointment of Audrey Curley, Occupational Therapist, at a non-benefit per diem rate of \$80.00 per hour, effective for the 2012-2013 school year.

6. Green Chimneys (Clearpool)

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 service provider agreement with Green Chimneys, (Clearpool) for three (3) students attending the extended school year as mandated by their IEP, effective July 9, 2012.

7. SW BOCES Student Placement

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 placement of two (2) students at the Southern Westchester BOCES, effective July 1, 2012, through June 30, 2013.

8. Incoming Tuition Students

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 six (6) non-resident tuition students, to be billed at their individual contract rate for the 2012-2013 school year.

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9. Special Education Consultants

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 following special education providers for the 2012-2013 school year:

Program for Little Learners	Teaching Assistant	\$40.00 per 60 minutes
	Behavior Consultant	\$150.00 per 60 minutes
	Special Education Teacher	\$85.00 per 60 minutes
The Learning Shop	Tutoring / Home Instruction	\$65.00 per 60 minutes
Maria Huben	Physical Therapy	\$70.00 per 30 minutes
	Group	\$60.00 per 30 minutes
	Meeting	\$50.00 per 60 minutes
	Evaluations	\$250.00 per evaluation
WIHD	Assistive Tech Evaluation	
	One Discipline	\$1,200.00
	Two Disciplines	\$1,800.00
Four Winds LC	Tutorial Services	\$54.00 per 60 minutes
Rhonda Meersand	Occupational Therapy	\$80.00 per 60 minutes
Education Inc	Tutorial Services	\$55.00 per 60 minutes
HTA	Occupational Therapy	\$93.00 per 45 minutes
		\$77.00 per 30 minutes
	Physical Therapy	\$93.00 per 45 minutes
		\$77.00 per 30 minutes
	Evaluations (OT and PT)	\$200.00 per evaluation
	ABA Services	\$90.00 per 60 minutes
	Teacher of Deaf	\$93.00 per 60 minutes
	Teacher of Blind	\$95.00 per 60 minutes
	Parent Training	
	(Social Worker)	\$95.00 per 60 minutes
	(Special Ed)	\$90.00 per 60 minutes
	(Psychology)	\$130.00 per 60 minutes
	Evaluations Psychology	\$325.00 per evaluation
	Teaching Assistant	\$40.00 per 60 minutes
Dr. Robert Milich	Behavioral Consultant Autism	\$150.00 per 60 minutes

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		\$95.00 per 60 minutes
	Family Training Autism	\$150.00 per 60 minutes
SPARC	Special Program and Resource Connection	\$2,200. per 12 week session
	Therapeutic Recreation Model	\$183.00 per 60 minutes

10. Coaching Appointments

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

- a. RESOLVED that upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the following coaches for the Fall 2012 season:

Coaching Assignment	Coach	New	Stipend
Modified Field Hockey Head Coach	Toni Anne Horvath	X	\$3,153.00

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

- b. RESOLVED that upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the following volunteer coaches for open gym for the 2012-2013 school year.

Volunteer Coaching Assignment
<i>Girls Basketball:</i> Denise Hamlin, Don Hamlin, Toni Anne Horvath
<i>Girls Lacrosse:</i> Mary Alice Behrens, Jessica Zimmerman
<i>Ice Hockey:</i> Josh Isenberg

11. CSE/CPSE/504 Committee Recommendations for the 2012-2013 school year

On motion by Mrs. Brantman, seconded by Mrs. Rosen and passed 4-0, the Board moved to amend this resolution by inserting at the end of the resolution, “*and thereby arrange for the recommended placements*”,

On motion by Mrs. Rosen, seconded by Mrs. Brantman and passed 4-0, the Board moved to approve the following resolution as amended.

RESOLVED, that the Board of Education has received and reviewed the CSE/CPSE/504 Committee recommendations for eligible students for the 2012-2013 school year and thereby upon the recommendation of the Superintendent of Schools, arrange for the recommended placements.

12. Summer Transportation

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

- a. RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the summer transportation contract with Southern Westchester BOCES for the period between July 10, 2012, and August 20, 2012, in an amount up to \$2,005.
- b. RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the summer transportation contract with Briarcliff Bus Company for the period between July 2, 2012, and August 17, 2012, in an amount up to \$13,282.20.

13. Transportation – Out-of-District Rescind & Extension 2012-13

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 hereby rescinds the resolution approved by the Board at the December 21, 2011 meeting, extending the contract with Briarcliff Bus for out-of-district student transportation to Briarcliff Bus Company for the 2012-13 school year, at a price increase of 2%; and

BE IT FURTHER RESOLVED, that the Board of Education hereby awards a one-year contract extension of the transportation contract with Briarcliff Bus Company for out-of-district student transportation for the 2012-13 school year at a price increase of 1.8% which is in compliance with Part 156 of the Commissioner's Regulations and authorizes the Superintendent of Schools and Board President to execute such contract extension. A copy of said contract extension shall be incorporated by reference within the minutes of this meeting.

14. Employee Benefit Accrued Liability Reserve

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 authorize the transfer of \$94,860.00 from the Employee Benefit Accrued Liability Reserve Fund to the General Fund to be expended for accrued employee benefits due upon the termination of certain employees' service during the 2011-2012 school year.

15. Appointment of Athletic Trainer

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 provisional appointment, in accordance with civil service regulations, of Jennifer Salvati to the 1.0 FTE position of Athletic Trainer, effective August 13, 2012, at the annual salary of \$35,000.

16. Pre-approval of budget transfers

On motion by Mrs. Brantman, seconded by Mrs. Rosen and passed 4-0, the Board moved to insert the word ‘*proper*’ in resolution 16(b).

On motion by Mrs. Brantman, seconded by Mrs. Rosen and passed 4-0, the Board moved to approve these two resolutions as amended.

- 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 \$35,000 to cover the cost of the Athletic Trainer salary.
- 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 \$299,850 to transfer entire budget for tax certiorari refunds to proper account code to be used for such refunds.

17. The Board of Education received and reviewed the following financial reports:

- a. Budget transfers through June 29, 2012
- b. Financial reports for May 2012: Treasurer’s Report, Appropriation Status Report, Revenue Status Report and Fund Balance Projection.
- c. May 2012 Warrants: #11 Fund A; #11 Fund TA & #10 Fund H
- d. Preliminary general fund expenditure and revenue reports for June 2012
- e. Register of outstanding bonds

Playground Update: Mr. Matthey provided an update on the Todd School Playground project. The community will have the opportunity to vote on August 7, 2012 in the Todd School Gym, from 6-9pm.

18. Discussion Item

Board Vacancy - Upon the resignation of Mrs. Rosella Ranno effective June 30, 2012. The Board has two options on how to fill the vacancy and must do so within 90 days from the date of the vacancy. (1) appointment by the Board which concludes at the next board elections of May 21, 2013 (2) hold a special election and the term would conclude at the end of Mrs. Ranno’s expiring term of June 30, 2013.

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

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

RESOLVED, that the Board of Education does hereby determines to fill the vacancy that exists on the board via board appointment and be it

FURTHER RESOLVED, that those community members who are interested in serving on the board shall submit their resume with statement of interest, to the District Clerk by the close of business on Monday, July 23, 2012.

AND BE IT FURTHER RESOLVED, that the Board delegate the protocol to be followed by it to the Board President and the Superintendent of Schools, for the purpose of arranging for the interview of candidates for the Board.

On motion by Mrs. Rosen seconded by Mrs. Brantman, and passed 4-0, the Board moved to enter into executive session at 8:53pm for the purpose of discussing the employment history of a particular person, potential litigation matters and to seek legal advice.

On motion by Mrs. Rosen, seconded by Mrs. Brantman, and passed 4-0, the Board moved to adjourn the executive session at 9:50pm.

On motion by Mrs. Rosen, seconded by Mrs. Brantman, and passed 4-0, the Board moved to return to public session at 9:51pm.

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

On motion by Mrs. Rosen, seconded by Mrs. Brantman, and passed 4-0, the Board moved to add 6 resolutions presented before them.

19. **Added Resolutions**

a. **Eberlin & Eberlin**

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 wishes to continue with its field remediation activities related to the requirements of the New York State Department of Environmental Conservation's (NYSDEC) order on consent #20010816-113,

THEREFORE, BE IT RESOLVED that the Board of Education does hereby accept the proposal to provide landscape architectural services in connection with remediation efforts at the practice and softball fields from Eberlin & Eberlin in the amount not to exceed \$35,000 and,

BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes the Assistant Superintendent for Business to transfer the sum of up to and including \$35,000 from the Property Loss and Liability Reserve Fund to the general fund to pay for landscape architectural services related to the District's continued field remediation activities.

b. Fuller & D'Angelo, PC

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 proposal from Fuller & D'Angelo, PC to provide architectural and engineering services in relation to the District's \$10,525,000 capital project and,

BE IT FURTHER RESOLVED, that the Board hereby authorizes the Board President to execute a contract between the District and Fuller & D'Angelo, PC for the referenced project upon approval of same by the School Attorney. A copy of such contract shall be incorporated by reference within the minutes of this meeting.

c. Tax Certiorari – Section 98.14, Block 1, Lot 30

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 consents to the settlement of a tax certiorari proceeding with the identification number of Section 98.14, Block 1, Lot 30 in accordance with the terms of the Consent Judgment and authorizes its attorneys, Shaw, Perelson, May & Lambert, LLP to execute same.

BE IT FURTHER RESOLVED, that the Board authorizes the refund of taxes as required by the terms of the Consent Judgment in the approximate amount of \$1,012,656.76.

d. Salary Recommendation for Non-Unit Personnel

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 2012-13 salaries for non-unit personnel, effective July 1, 2012, as follows:

Name	Position	2011-12 Salary	2012-13 Salary
Claude Alford	Campus Security Officer	\$30,000	\$30,600
John Consorti	School Monitor	\$35,227	\$35,755

e. Salary recommendation for Managerial & Confidential Employees

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 2012-13 salaries for managerial and confidential employees effective July 1, 2012 as follows:

Name	Position	2011-12 Salary	2012-13 Salary
Erica Beasley	Chief Info. Officer	\$135,000	\$138,375
Barbara Cuzzo	District Office Secretary	\$ 66,344	\$ 67,671
Barbara Cuzzo	Longevity	\$ 1,600	\$ 1,600
Karen McKeon	Human Resources	\$ 72,868	\$ 74,326
Nicole Susa	Treasurer	\$109,586	\$112,326
Juanita Brockett	Secretary to Supt.	\$ 79,149	\$ 81,128
Juanita Brockett	District Clerk	\$ 16,390	\$ 16,800

f. Salary Adjustment for Asst. Sup't of Business & Technology

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

RESOLVED, that the Board of Education approve the Superintendent's recommendation to set the salary of the Assistant Superintendent for Business and Technology at \$185,000 per annum, effective July 1, 2012.

On motion by Mrs. Brantman, seconded by Mr. Haberman, and passed 4-0, the Board moved to adjourn the public session at 10:02pm.