

**BRIARCLIFF MANOR BOARD OF EDUCATION  
MEETING MINUTES**

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**May 7, 2012**

Present: Mr. Guy Rotondo, President; Mrs. Rosella Ranno, Vice President;  
Mr. Eric Bashford, Mrs. Jennifer Rosen

Absent: Mr. Sal Maglietta, Trustee

Also Present: Mr. Neal Miller, Superintendent of Schools; Mr. Stuart Matthey, Asst.  
Superintendent for Business & Technology; Mr. John Alecci, Student Board Rep.;  
Mr. David Shaw, School Attorney; Mr. Michael Bogin, Sive Page & Riesel; Mr.  
Michael Musso, HDR; Ms. Juanita Brockett, District Clerk

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The Board of Education held a meeting on Monday, May 7, 2012 and was called to order by Mr. Rotondo at 6:00pm.

On motion by Mrs. Ranno, seconded by Mr. Bashford and passed 3-0, the Board moved to immediately adjourn into executive session for the purpose of discussing potential litigation matters, the employment history of a particular person and to seek legal counsel.

Mrs. Rosen arrived at 6:03pm.

Mr. Bashford departed executive session meeting at 8:30pm

On motion by Mrs. Ranno seconded by Mrs. Rosen and passed 3-0, the Board moved to return to public session at 8:50pm.

Fields Update

Mr. Michael Musso (HDR) provided an update on the soil testing of 4 perimeter areas around the softball field. New data will be incorporated in report to DEC. The data received meets the restrictive residential use criteria. Pre-submittal meeting with DEC will take place on Weds. May 9<sup>th</sup>. Pending outcome of this meeting, HDR is looking to hand in submittals the week of May 14<sup>th</sup>.

Mr. Michael Bogin (Sive Paget Riesel), reiterated that members of the public are entitled to speak to DEC on any matter they wish including the fields remediation. To date there has been no final remedial action plan submitted to DEC. Mr. Bogin stated that no report is going to be finalized without asking DEC to undertake a 30-day public comment. The public is free to contact DEC Manager, Steve Parisio, by writing to NYSDEC/Region 3, 21 South Putt Corners Road, New Paltz, NY, 12561 or by calling 845-256-3000.

Significant progress has been made with the Dept. of Transportation (DOT) - They have agreed to issue the Board a conditional use and occupancy permit which will allow the Board to undertake the remediation that ultimately is approved by DEC.

On motion by Mrs. Ranno, seconded by Mrs. Rosen and passed 3-0, the Board moved to adjourn the public session at 9:07pm and commence the Budget Public Hearing.

On motion by Mrs. Ranno seconded by Mrs. Rosen and passed 3-0, the Board moved to adjourn the budget public hearing session at 9:30pm and return to work session meeting.

1. The following work session items were reviewed and discussed:
  - a. BMEF grants
  - b. Out-of-district tuition application
  
2. The following personnel work session were reviewed and discussed:
  - a. Tenure recommendations
  - b. Resignations
  - c. Unpaid child-care leave of absence request
  - d. Internship

3. The following board policy was given a 1<sup>st</sup> reading:

Title VI Civil Rights Act Non-Discrimination and Anti-Harassment in the Schools. To be continued at next meeting.

4. The following contract work session items were reviewed and discussed:
  - a. Special Education Settlement Agreement Student ID # 91000274
  - b. Landscape Architect – Remediation of Fields
  - c. Self-Insured Dental Plan Renewal
  - d. Co-operative Bidding Agreement
  - e. Health Services contracts
  - f. Auction Services
  - g. District-wide copier/printing solution proposal
  
5. The following financial work session items were reviewed and discussed:
  - a. Tax Certiorari
  - b. Claims Audit Report for February & March 2012
  - c. Review of the March 2012 Treasurer's Report; 3rd quarter Appropriation Status Report: funds A, C, F, H, TE & 3rd quarter Revenue Status report: funds A, C, F, H, TE, V; Fund Balance Projection
  - d. Budget transfers requiring pre-approval
  - e. Review of budget transfers through May 3, 2012
  - f. Review of April 2012 Warrants: #10 Fund A; # 10 Fund TA
  - g. Review of general fund expenditure and revenue reports for April 2012
  - h. Review of the Middle School Student Activity Treasurer's Report for the 3rd quarter of 2011-12.
  - i. Review of the High School Student Activity Treasurer's Report for the 3<sup>rd</sup> quarter of 2011-12.
  - j. Review of fixed assets for disposal

**6. ACTION ITEMS**

*Bid for Playground*

On motion by Mrs. Ranno, seconded by Mrs. Rosen, and passed 3-0, the Board moved to TABLE the following resolutions involving playground bid.

- 1) RESOLVED, that the Board of Education does hereby award the bid for Paving and Site Work related to the Todd School Playground to Polzella Construction Corporation in the amount of \$32,500.
- 2) RESOLVED, that the Board of Education does hereby award the bid for Todd School Playground equipment and Safety Zone to Raymond Michael, Ltd. in the amount of \$121,409.
- 3) Whereas, the Board of Education recognizes that the Todd Elementary School K-2 playground and surrounding contiguous play area are in need of repair,

RESOLVED, that the Board of Education does hereby approve increases to budget account codes as follows:

<b>Account Code</b>	<b>Amount</b>
A2110.200/01-95 Todd Equipment	\$121,409
A1621.440/01 Upkeep of Grounds – Todd	<u>\$ 32,500</u>
	\$153,909

and; Be it Further Resolved, that these budget increases are to be funded from unassigned fund balance.

*Cleaning Bid Award*

On motion by Mrs. Ranno, seconded by Mrs. Rosen and passed 3-0, the Board moved to approve the following resolution:

WHEREAS, the Board of Education, in accordance with Article 5-A of the General Municipal Law, has invited sealed bids for the cleaning services for the District's buildings, which bids were opened publicly on March 30, 2012; and

WHEREAS, E.C.O.A submitted a bid for cleaning services and was the lowest bidder; and

WHEREAS, based upon E.C.O.A.'s past contract with the School District and performance issues, the Board of Education believes that they are not a responsible bidder and has provided written notice to them;

THEREFORE, BE IT RESOLVED, that the Board of Education hereby

determines that the E.C.O.A. is not a responsible bidder for cleaning services based upon past performance issues in this School District and, therefore, rejects such bid; and

BE IT FURTHER RESOLVED, that the Board of Education hereby determines that C.F.M. is the lowest responsible and responsive bidder for cleaning services, in the total contract price of \$245,048, and hereby awards the cleaning services bid to C.F.M. for the price specified and in accordance with bid specifications.

*Teacher Aide Retirement*

On motion by Mrs. Ranno, seconded by Mrs. Rosen and passed 3-0, it is hereby

RESOLVED, that the Board of Education does hereby accept the resignation, with appreciation, of Eileen LaCroce for the purpose of retirement effective June 30, 2012.

*Compact Committee Appointments*

On motion by Mrs. Ranno, seconded by Mrs. Rosen and passed 3-0, it is hereby

RESOLVED, that the Board of Education does hereby approve the appointment of the following community residents to the districts' Building Compact Committee: [Todd School –Joan Austin & Sabine Werner], [Middle School – David Leibowitz], [High School - Karie Miller & Joyce Perlmutter Tusk]

On motion by Mrs. Ranno, seconded by Mrs. Rosen and passed 3-0, the Board moved to adjourn the public meeting at 9:50pm.

**Subject: Board Process**

**A. Community Participation at Board Meetings**

1. Regular Meetings and Work Sessions. The public will be encouraged to speak on matters relevant to the Briarcliff Manor School District. Individuals wishing to address the Board must sign-in prior to the beginning of the meeting at the designated location with their topic.
2. Public comments must only be made from the podium and only by those who have been called up in the order in which they signed in by number by the District Clerk.
3. Members of the community (e.g., residents, property owners, employees) will be requested to direct their comments to the presiding officer. Dialogue between the Board and members of the audience will be discouraged. Board members will not respond to comments made.
4. Any person who is unruly or disruptive will be asked to leave. Speakers from the public will be given three (3) minutes each to speak. Public comment will last no longer than thirty (30) minutes, unless the Board votes to extend the time limit. Should the time limit occur before all speakers who have signed in get an opportunity to speak, they will be encouraged, instead, to leave a written statement for the Board to consider.
5. This policy shall not apply to public hearings or forums where the Board is soliciting comments from the public.