

**BRIARCLIFF MANOR BOARD OF EDUCATION  
MEETING MINUTES**

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**March 26, 2012**

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

Also Present: Mr. Neal Miller, Superintendent of Schools; Mr. Stuart Matthey, Asst.  
Superintendent for Business & Technology; Mr. John Alecci; Mr. David Shaw,  
School Attorney; Mr. Michael Bogin, Sive Paget Riesel, Mr. Michael Musso,  
HDR; Mr. John Eberlin & Mr. Ron Tetelman, Eberlin & Eberlin Landscape  
Architects; Ms. Juanita Brockett, District Clerk

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The Board of Education held a meeting on Monday, March 26, 2012 and was called to order by Mr. Rotondo at 6:32pm.

On motion by Mrs. Rosen, seconded by Mr. Maglietta and passed 4-0, the Board moved to immediately adjourn into executive session at 6:33pm for the purpose of discussing potential litigation matters and to seek legal counsel.

On motion by Mrs. Rosen, seconded by Mr. Bashford and passed 4-0, the Board moved to return to public session at 7:40 pm.

Mrs. Ranno arrived at 9:15pm.

## **RECOGNITIONS**

The following individuals received certificates of recognition:

Board Trustee, Mr. Sal Maglietta was recognized for being named 2012 Volunteer of the Year by the YMCA of Greater New York

### Students

#### **Selected to Perform with the ACDA's Eastern Division Children's Honor Choir in Rhode Island - 2012**

Emma Diller, Charlotte Sendek, Juliet Freedman, Isabella McCormick, Kelly O'Donnell

#### **Selected to Perform with the Westchester All-County Elementary Chorus at SUNY Purchase - 2012**

Alexandra Laguardia, Gregory Fishkin, Jordan Sabatier, Aliyah Sutton

#### **Mathfax Competition Winners:**

**3<sup>rd</sup> Grade:** Vasu Gupta – 1<sup>st</sup> Place, Spencer Safian – 2<sup>nd</sup> Place, Tyler Plank – 3<sup>rd</sup> Place

**4<sup>th</sup> Grade:** Christopher Li - 1<sup>st</sup> Place, Michael Tu – 2<sup>nd</sup> Place, Matthew Li – 3<sup>rd</sup> Place

**5<sup>th</sup> Grade:** Andrew Kanovsky – 1<sup>st</sup> Place, Kyle Harris and Ian Becker – 2<sup>nd</sup> Place, Paul Rinzler – 3<sup>rd</sup> Place

**1. SPECIAL ACTION ITEM – BRIARCLIFF EDUCATIONAL SUPPORT TEAM (B.E.S.T)**

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

RESOLVED that the Board here ratifies the provisions of the Collectively Negotiated Agreement between the District and the Briarcliff Educational Support Team ( BEST ) covering the term commencing on February 10, 2010 and continuing through June 30,2014, as presented to the Board at this meeting; and

BE IT FURTHER RESOLVED that the Board hereby approves those expenditures necessary to fund the provisions set forth in the 2010-14 Agreement with the Briarcliff Educational Support Team.

**2. PRESENTATIONS**

*Fields Remediation Update*

- Mr. Michael Musso provided an update on recent activities. The Board and Mr. Musso discussed a Site Management Plan (SMP) - As per Board's request, a memo summarizing this discussion is attached as reference to the minutes of this meeting.

*Capital Project Discussion*

- Mr. Musso gave a brief review of the 21-page Environmental Assessment Form (EAF), prepared by HDR, noting that no significant environmental impacts are anticipated with the improvements. The Board received a copy of the full Environmental Assessment Form. This EAF is also posted on the website as part of the back-up material to this board meeting agenda.
- Russell Watsky, Roofing Consultant, provided a summary of his credentials. He discussed the current state of the districts' roofing conditions and provided recommendations for remediation.

*Technology Budget 2012-13* – Ms. Erica Beasley provided an overview of the proposed technology budget for the next school year.

**3. APPROVAL OF MINUTES**

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

RESOLVED, that the Board of Education does hereby approve the minutes of February 27, 2012 Board of Education meeting as corrected.

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

RESOLVED, that the Board of Education does hereby approve the minutes of March 12, 2012 Board of Education meeting as presented.

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

RESOLVED, that the Board of Education does hereby approve the minutes of March 19, 2012 Board of Education meeting as presented.

**4. CONSENT AGENDA**

On motion by Mrs. Ranno, seconded by Mrs. Rosen and passed 5-0, the Board moved to approve the following consent agenda items:

- a. RESOLVED, that the Board of Education does hereby accept, with thanks, the donation of \$500 from Kraft Foods to the Todd Elementary School.
- b. RESOLVED, that the Board of Education does hereby accept the resignation, with appreciation, of Theresa Scuccimarri for the purpose of retirement effective June 30, 2012.
- c. RESOLVED, that the Board of Education does hereby accept the resignation, with appreciation, of Maureen Rengstorf for the purpose of retirement effective June 30, 2012.
- d. RESOLVED, that the Board of Education does hereby accept the resignation, with appreciation, of Bridget K. Dinardi for the purpose of retirement effective June 30, 2012.
- e. RESOLVED, that the Board of Education does hereby accept the resignation, with appreciation, of Beatrice DeRose for the purpose of retirement effective June 30, 2012.
- f. RESOLVED, that the Board of Education does hereby accept the resignation, with appreciation, of Ann L. Palumbo for the purpose of retirement effective June 30, 2012.
- g. RESOLVED, that the Board of Education does hereby accept the resignation, with appreciation, of Theresa Dell'Olio for the purpose of retirement effective June 30, 2012.
- h. RESOLVED, that the Board of Education does hereby accept the resignation, with appreciation, of Elizabeth Fennell for the purpose of retirement effective June 30, 2012.
- i. RESOLVED, that the Board of Education does hereby approve the leave of absence of Shannon Fennell from her position as Teaching Assistant for the period March 26, 2012 to June 15, 2012 for the purpose of filling a leave replacement position within the district.
- j. RESOLVED, that the Board of Education does hereby approve the appointment of Shannon Fennell as short term leave replacement teacher at the rate of \$120 per day for the duration of the assignment. (Shannon will be covering for Maria Angarola)
- k. RESOLVED, that the Board of Education does hereby approve the appointment of the following substitute teacher: Jill Peters.

- l. RESOLVED, that the Board of Education does hereby approve the appointment of Lauren Scollins to the position of Choreographer for the Middle School Musical at a stipend of \$1,200.
- m. RESOLVED, that the Board of Education does hereby approve the appointment of Howard Kilik to the position of Music Director for the Middle School Musical at a stipend of \$2,100.
- n. RESOLVED, that the Board of Education does hereby approve the appointment of the following election workers for the May 15, 2012 Annual Budget Vote & Board Elections: Joan Beicke, Karen Bernson, Mary Brady, Amy Cotton, Annett Diaz, Mildred Gonzalez, Donna Jacobson, Doris McClain, Regina Timmons at a rate of \$10/hour.

- o. RESOLVED, that the Board of Education does hereby approve the following Middle School Club Advisors for the 2011-12 school year:

<b>Co-curricular/Club</b>	<b>Teacher</b>	<b>New or Incumbent</b>	<b>Stipend Amount</b>
School Service Learning Club <i>This is a shared stipend.</i>	Kathleen Brancato Barbara Katz	Incumbent New	\$1,015 \$ 897

- p. RESOLVED, that the Board of Education does hereby approve the following coaches as Volunteers for Open Gym for the 2012-2013 fall and winter seasons:

Andrea Thau	Volleyball
Sarah Studley	Volleyball
Kristi Wagner	Cheerleading
John Consorti	Football
Lawrence Petriccione	Football
Brian Conroy	Football
Brendan Coxen	Boys Basketball
Gregory Muller	Boys Basketball
Codaryl Moffet	Boys Basketball
Sean Ryan	Cross Country
Nathan Heltzel	Cross Country
Danielle Fiore	Field Hockey
Daria Anuskiewicz	Field Hockey
Brian Byrnes	Boys Basketball
Daniel Lavelle	Boys Basketball

- q. RESOLVED, that the Board of Education does hereby approve the Health Services Contract with the Ossining Union Free School District in the amount of \$4,017.35 for 5 Briarcliff student attending St. Augustine's School.
- r. RESOLVED, that the Board of Education does hereby approve the Health Services Contract with the Public Schools of the Tarrytown in the amount of \$23,555.00 for 35 Briarcliff student attending The Hackley School.
- s. RESOLVED, that the Board of Education does hereby approve the Health Services Contract with the Somers Central School District in the amount of \$2,369.07 for 3 Briarcliff student attending John F. Kennedy High School.
- t. RESOLVED, that the Board of Education does hereby approve a budget transfer in the amount of \$40,000 to cover additional anticipated legal fees through June 30, 2012 from Sive, Paget & Riesel, P.C.; and mediation.
- u. RESOLVED, that the Board of Education does hereby approve a budget transfer in the amount of \$10,185.01 to cover tax certiorari refund payment.
- v. RESOLVED, that the Board of Education does hereby accept the Claims auditor's report for the month of January 2012.
- w. RESOLVED, that the Board of Education does hereby approve the amendment to the previously approved Service Agreement with Optimum Lightpath, for Hosted Voice and Internet/Voice Bundle services effective July 1, 2011 in the additional amount of \$551 per month for increased internet bandwidth provided to the district. Total per month for 50MG/50K service = \$3,300.
- x. RESOLVED that the Board does hereby approve the engagement with Tobin & Company, Certified Public Accounts, to provide an updated risk assessment at a fee of \$3,400 and an audit of selected areas for intensive review for the year ending June 30, 2012 at a fee of \$7,300.

**5. ACTION ITEMS**

*2<sup>nd</sup> Reading and Adoption of Policy #2305 – Audit Committee Charter*

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

RESOLVED, that the Board of Education does hereby adopt Policy #2305, Audit Committee Charter as amended.

2011-2012 School Calendar Modification

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

RESOLVED, that the Board of Education does hereby approve the modification made to the 2011-12 school calendar. The following change was made in response to recent BTA negotiations making Friday, May 25, 2012 a non-instructional day for students and faculty.

2012- 2013 School Calendar

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

RESOLVED that the Board of Education hereby approve the school calendar for the 2012-2013 school year as presented to the Board and referenced within the contents of these minutes.

Director of Physical Education & Health

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

RESOLVED that the Board hereby authorizes its President to execute an Agreement dated March 26, 2012 with Christo Drosopoulos, regarding his employment as a teacher and administrator during the second semester of the 2011-12 School Year, a copy of which agreement shall be incorporated by reference within the minutes of this meeting.

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

RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education hereby appoints Christo Drosopoulos to the part-time position of Director of Physical Education and Health, for the period from March 27, 2012, through June 30, 2012, with the terms of such appointment set forth in an agreement dated March 26, 2012, as presented to the Board at this meeting. Mr. Drosopoulos will earn a stipend of \$5,237, prorated for the period March 27, 2012, through June 30, 2012.

Search Firm for Assistant Superintendent for Curriculum, Instruction & Assessment & Human Resources

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

RESOLVED that the Board hereby authorizes its president to sign an agreement with the firm of School Leadership, LLC to conduct a search for an Assistant Superintendent for Curriculum, Instruction & Assessment & Human Resources, as presented to the Board at this meeting. A copy of said agreement shall be incorporated by reference within the minutes of this meeting.

Debt Service Fund Transfer

On motion by Mr. Maglietta, seconded by Mr. Bashford and passed 5-0, the Board moved to TABLE this resolution.

RESOLVED, that the Board of Education does hereby approve the inter-fund transfer of \$248,320 from the Capital Fund to the Debt Service Fund in order to close out the completed Health and Safety Project.

BOND Proposition

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

RESOLVED BY THE BOARD OF EDUCATION OF BRIARCLIFF MANOR UNION FREE SCHOOL DISTRICT, IN THE COUNTY OF WESTCHESTER, NEW YORK AS FOLLOWS:

Section 1. At the Annual District Meeting and Election of the qualified voters of Briarcliff Manor Union Free School District, in the County of Westchester, New York (the "District"), to be held on Tuesday, May 15, 2012, a Bond Proposition in substantially the form as hereinafter set forth shall be submitted to the qualified voters of said District. Said Bond Proposition shall appear in the Notice of Annual District Meeting and Election, and the District Clerk is hereby authorized and directed to include such Bond Proposition in said Notice by inserting therein the following paragraphs:

NOTICE IS FURTHER GIVEN that the following Bond Proposition shall be submitted to the qualified voters at the Annual District Meeting and Election:

RESOLVED

- (a) That the Board of Education of the Briarcliff Manor Union Free School District, in the County of Westchester, New York (the "District"), is hereby authorized to construct athletic facility, instructional program, and infrastructure improvements at all District buildings and sites, substantially as outlined in the District's "Capital Improvement Project - Complete Listing of Proposed Project Items" dated March 26, 2012 (the "Project Plan"), available for public inspection in the office of the District Clerk, including as and where necessary: the installation of artificial turf fields (non-SBR materials) and other track, field and playground improvements; interior renovation and space reconfiguration; roof reconstruction and/or replacement; computer and other technology improvements; improvements to lighting, boiler, energy management, heating, ventilation, air-conditioning, electrical, clock and public address systems, replacement of windows and doors, and building envelope improvements; all of the foregoing to include the original furnishings, equipment, machinery, apparatus and ancillary or related site work required in connection therewith; and to expend therefor, including preliminary costs and costs incidental thereto, (including the cost of a Clerk of the Works) and to the financing thereof, an amount not to exceed the estimated total cost of \$10,525,000; provided that the costs of the components of the Project Plan may be



reallocated among such components if the Board of Education shall determine that such reallocation is in the best interests of the District;

- (b) that a tax is hereby voted in the aggregate amount of not to exceed \$10,525,000 to finance such cost, such tax to be levied and collected in installments in such years and in such amounts as shall be determined by said Board of Education; and
- (c) that in anticipation of said tax, bonds of the District are hereby authorized to be issued in the aggregate principal amount of not to exceed \$10,525,000 and a tax is hereby voted to pay the interest on said bonds as the same shall become due and payable.

Such Bond Proposition shall appear on the ballot labels to be inserted in the voting machines used for voting at said Annual District Meeting and Election in substantially the following form:

BOND PROPOSITION

YES

NO

(a) Shall the Board of Education of the Briarcliff Manor Union Free School District, in the County of Westchester, New York (the "District"), be authorized to install artificial turf fields (non-SBR materials) and construct other athletic facility, instructional program, and infrastructure improvements at various District buildings and sites, and to expend therefor an amount not to exceed the estimated total cost of \$10,525,000, (b) that a tax is hereby voted in the aggregate amount of not to exceed \$10,525,000 to finance such cost, such tax to be levied and collected in installments in such years and in such amounts as shall be determined by said Board of Education; and (c) that in anticipation of said tax, bonds of the District are hereby authorized to be issued in the aggregate principal amount of not to exceed \$10,525,000 and a tax is hereby voted to pay the interest on said bonds as the same shall become due and payable.

Section 2. This resolution shall take effect immediately

Practice Fields Remediation

On motion by Mr. Bashford, seconded by Mrs. Rosen and passed 5-0,

WHEREAS, the District wishes to meet the requirements of the New York State Department of Environmental Conservation's (NYSDEC) order on consent #20010816-113 (the "Consent Order"), which, among other things, requires a remedy to correct regulatory non-compliance and protect public health, safety and the environment in the area occupied by the High School practice field (the "Practice Field"), and

WHEREAS, the Board of Education wishes to continue with its activities related to ensuring compliance with the Consent Order, and



WHEREAS, the Consent Order requires the District to propose an appropriate remedy for the Practice Field and NYSDEC to determine if the proposed remedy is acceptable under the terms of the Consent Order;

WHEREAS, the State of New York owns and NYSDOT manages part of the property underlying the Practice Field, and will also be consulted in connection with the proposed remedy.

THEREFORE, BE IT RESOLVED, that the Board of Education hereby accepts the Superintendent's recommendation to propose a remedy for the High School Practice Field using the natural turf capping option evaluated by its environmental consultants, Hennington, Durham & Richardson Architecture & Engineering, P.C.'s (HDR);

BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes HDR to complete and submit the required Remediation Action Plan for the High School Practice Field to NYSDEC on its behalf at its immediate convenience.

*Playground Equipment -Increase in budget line*

On motion by Mr. Bashford, seconded by Mrs. Ranno and passed 5-0,

WHEREAS, the Board of Education recognizes that the Todd Elementary School K-2 playground and surrounding contiguous play area are in need of repair;

THEREFORE BE IT RESOLVED, that the Board of Education does hereby authorize the Assistant Superintendent for Business and Technology to seek competitive bids for the preparation of the K-2 playground area including paving, and the purchase and installation of new K-2 playground equipment.

*Parature*

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

RESOLVED that the Board President is hereby authorized to execute a Software License Agreement with Parature, Inc., for Help Desk Hosted subscription services, for the period of time effective April 1, 2012 and through June 30, 2012, subject to renewal to two one-year terms through June 30, 2014, a copy of which agreement shall be incorporated by reference within the minutes of this meeting.

On motion by Mrs. Ranno seconded by Mrs. Rosen and passed 5-0, the Board moved to adjourn the public session at 11:48pm.