

BRIARCLIFF MANOR UNION FREE SCHOOL DISTRICT

Board of Education Meeting – Monday, June 7, 2010

Middle School Theater

6:30pm

AGENDA

Opening Items

Call to Order & Pledge of Allegiance
Roll Call

It is anticipated that the Board will immediately adjourn into executive session for the purpose of discussing the employment history of particular persons and other personnel matters.

It is anticipated that the Board will reconvene the public session at 8pm and conduct the regular business meeting.

1. Public Hearing on Code of Conduct
2. Approval of the minutes of the May 17, 2010 Board of Education meeting and the minutes of the special meeting held on May 21, 2010.

*The Board welcomes public comments on all work session items at this time.
(Please see Policy 2201 on last page of this agenda.)*

3.

Work Session Items

- a. Report on Full Day Kindergarten
- b. Naming of writing lab
- c. Certification of budget vote and board elections
- d. Resolutions to appoint Acting Principals
- e. MSG Varsity Scholarship
- f. Student Board Representative

4.

Contract Work Session Items

- a. Cleaning Contracts

5.

Financial Work Session Items

- a. Special Projects Internal Audit Report.
- b. Pre-approval of budget transfers
- c. Review of budget transfers through May 25, 2010
- d. Audit Committee All Call
- e. Tuition Revenues

6.

Policy Work Session Item

- a. Fixed Assets 3rd reading & possible adoption
- b. Investment policy 2nd reading & possible adoption
- c. Credit Card Policy (Home Depot)

7.

RESOLUTIONS

*The Board welcomes public comments on resolutions at this time.
(Please see Policy 2201 on last page of this agenda.)*

Consent Agenda

RESOLVED, to accept the letter of resignation of Frederick Santi, Campus Monitor, as of the close of business on June 30, 2010 as presented to the Board of Education.

RESOLVED, that the Board of Education does hereby approve the appointment of Gabriella Preston Plekan, to a leave replacement position as psychologist to replace childcare leave of absence requested by Elissa Novick as \$120/per day through June 25, 2010.

RESOLVED, that the Board of Education does hereby approve the reclassification employment status of civil service employee, Lorraine Romano from an 11- month to 12-months position, effective July 1, 2010.

RESOLVED, that the Board of Education does hereby approve the budget transfer in the amount of \$14,500 to cover cost of student that required an emergency interim placement effective April 29, 2010 through June 30, 2010.

RESOLVED, that the Board of Education does hereby approve the budget transfer in the amount of \$61,000 to cover an increase in ERS expense based on the projected amount due December 15, 2010.

RESOLVED, that the Board of Education does hereby approve the budget transfer in the amount of \$1,500 to purchase "Empowering Writers Student and Teacher" materials.

RESOLVED, that the Board of Education does hereby approve the health services contract with the Katonah Lewisboro Schools for 6 Briarcliff students attending the Harvey School at a cost of \$942.60 each, for a total of \$5,665.60.

RESOLVED, that the Board of Education does hereby approve the School District Agreement for one student attending Wellspring Foundation Residential Facility effective April 23, 2010 through June 30, 2010. This is a New York State Approved Emergency Interim Placement. The daily rate is \$214.55 per day.

RESOLVED, that the Board of Education does hereby approve the School District Agreement for one student attending Wellspring Foundation Residential Facility effective July 1, 2010 through June 30, 2011. This is a New York State Approved Emergency Interim Placement. The daily rate is \$214.55 per day.

Abolishment of positions

RESOLVED, that the Board hereby approves the following resolutions:

WHEREAS, the Briarcliff Manor School District has determined that for reasons of economy and efficiency it is necessary to abolish certain positions.

Section 1

RESOLVED, that the Board of Education hereby abolishes positions as follows:

Administrative

Middle School Assistant Principal – 1.0 FTE

Teaching

Health - 0.2 FTE

Instructional Technology (Educational Technology Specialist) – 0.2 FTE

TESOL – 0.2 FTE

Visual Arts – 1.0 FTE

English 7-12 – 1.0 FTE

Special Education – 1.0 FTE

Physical Education – 0.6 FTE

Dance – 0.6 FTE

Section 2

BE IT FURTHER RESOLVED, that the Board has determined that the services of the following Individuals shall be reduced effective June 30, 2010 in accordance with Section 3013 of the Education Law as they are determined to be the least senior teachers in their respective tenure areas:

Christine Meola – 1.0 FTE

Melissa Brennan – 1.0 FTE

Eileen Gallagher – 1.0 FTE

Diane Guida – 0.6 FTE

Section 3

BE IT FURTHER RESOLVED, that the positions be and hereby are established effective July 1, 2010:

Health – 0.8 FTE

Instructional Technology (Educational Technology Specialist) – 0.8 FTE

TESOL – 0.8 FTE

Visual Arts – 0.8 FTE

Dance – 0.5 FTE

Section 4

BE IT FURTHER RESOLVED, that the Board has determined that the following individual be appointed to the part-time position established in Section 3:

Christine Meola as Health Teacher - 0.8FTE

Melissa Brennan as Instructional Technology Teacher (Educational Technology Specialist) - 0.8 FTE

Eileen Gallagher as TESOL Teacher - 0.8 FTE

Diane Guida as Dance Teacher – 0.5 FTE

Section 5

BE IT FURTHER RESOLVED, that the Board has determined that none of the individuals named in Section 2 above have tenure or probationary status in any additional tenure area created by Part 30 of the Rules of the Board of Regents, and thus have no right to transfer to any position in a different tenure area; and

Section 6

BE IT FUTHER RESOLVED, that the individuals named in Section 2 above shall be placed upon a preferred list of eligibles for recall to a position for a period of seven (7) years from the effective date of layoff pursuant to Education Law Section 3013.

Section 7

The Superintendent of Schools is hereby directed to notify in writing each individual in Section 2 above of the information contained in this resolution, including placement of their name on a preferred eligible list for re-employment.

THEREFORE BE IT RESOLVED, that the Board hereby abolishes the following positions and personnel, effective close of business on June 30, 2010:

- 1.0 FTE Director of Facilities
 - 1.0 FTE Director of Technology
 - 4.0 FTE School Monitor – Carey Wasserberg, Phyllis Aufiero (two resignations)
 - 1.0 FTE Data Analyst – Donald Arecco
 - 1.0 FTE 200 Day LPN/Aide – Kelli Dos Santos
 - 1.0 FTE Custodian – Joseph Piacquadio
 - 4.6 FTE Clerical – Rosanna Siagris *
- * includes 2.6 retirement and 1.0 reclassification

25.0 FTE Teacher aides abolished by seniority

Pasqualina Bastone	Jessica Madalon	Jill Nolletti
Barbara DeFeo	Kim Manghise	Deborah Norwood
Stephanie DeRentiis	Deborah Marino	Shannon O’Donnell
William Foglia	Rebecca Marriott	Julia Reilly
Lirije Lajqi	Theresa May	Paula Russotto-Puntillo
Jean Lam	Brittany McCord	Catherine Santini
Kimberley LaManna	Kellianne Nertney	Paula Tucker
Wendy Liberatore	Danielle Nicosia	Stephanie Tucker

RESOLVED, that the Board is hereby directed to provide written notice to those employees who shall be exceded of the termination of their employment or reduction of their position effective the close of business of June 30, 2010. With further notice regarding recall rights, if any; and

RESOLVED, that said employees who are in the competitive class of the civil service shall be notified, in writing, of their placement on an eligible list regarding their entitlement to recall for a period of four years from the date of the abolition of their position in accordance with Sections 80 and 81 of the Civil Service Law.

Appointment of High School Acting Principal

RESOLVED, in the event that James Kaishian, Principal of the Briarcliff High School is not physically present in the Briarcliff High School on one or more days (or portions thereof,) during the 2010-2011 school year, that Debora French, Assistant Principal be appointed “Acting Principal” for all short-term student discipline matters pursuant to Section 3214 of the New York State Education Law; and

RESOLVED, that the District Clerk shall forward a copy of this resolution to each of the above referenced persons.

Appointment of Middle School Acting Principal

BE IT RESOLVED, in the event that Susan Howard, Principal of the Briarcliff Middle School is not physically present in the Briarcliff Middle School on one or more days (or portions thereof,) during the 2010-2011 school year, that James Kaishian, High School Principal be appointed “Acting Principal” for all short-term student discipline matters pursuant to Section 3214 of the New York State Education Law; and

RESOLVED, that the District Clerk shall forward a copy of this resolution to each of the above referenced persons.

Appointment of Elementary School Acting Principal

RESOLVED, in the event that Principal of the Todd Elementary School is not physically present in the Elementary School on one or more days (or portions thereof,) during the 2010-2011 school year, that Joy McCrosson, Assistant Principal be appointed “Acting Principal” for all short-term student discipline matters pursuant to Section 3214 of the New York State Education Law; and

RESOLVED, that the District Clerk shall forward a copy of this resolution to each of the above referenced persons.

Action Items

BMEF Grants

RESOLVED, that the Board of Education does hereby accept with thanks, the following grants from the Briarcliff Manor Education Foundation Teachers’ Institute Fund for the 2010 school year:

Applicant Name	Project Title	School	Amount Approved
Allison Murphy	Yoga Education – Tools for classroom teachers.	BHS	\$634.44
Christine Meola	Yoga Education – Tools for classroom teachers.	BMS	\$539.00

MSG Varsity Scholarship

RESOLVED, that the Board of Education accept with thanks a scholarship award from MSG in the amount of \$2,000, granted to Brandon Resta for his assistance in creating and editing content for MSG Varsity digital and television platforms. The funds will be placed in the Special Purpose Fund and will be awarded upon high school graduation.

Hydroxipro Cleaning

WHEREAS, the Briarcliff Manor School District has previously purchased the necessary equipment and components for the Hydroxipro 256 Multi-Task Super Concentrate Cleaning System and such equipment/system is currently in use in all of the District’s school buildings; and

WHEREAS, for reasons of efficiency and economy, it is necessary and appropriate, including long-term financial savings to the District, to standardize the cleaning products, solutions, concentrates and associated components, based upon the existing equipment and cleaning system the District's school buildings;

NOW, THEREFORE, BE IT RESOLVED, that pursuant to the authority conferred by Section 103(5) of the General Municipal Law, the Board hereby determines that it is in the best interests of the District, for reasons of economy and efficiency, including long-term financial savings, to standardize the cleaning products, solutions, concentrates and associated components for the Hydroxipro 256 Multi-Task Super Concentrate Cleaning System, by requiring the purchase of Hydroxipro cleaning products, solutions, concentrates and associated components that are compatible with the existing equipment and system; and

BE IT FURTHER RESOLVED, that the Purchasing Agent is authorized to purchase only Hydroxipro products compatible with the Hydroxipro 256 Multi-Task Super Concentrate Cleaning System as the District may require, and be authorized to purchase such products, solutions, concentrates and associated components from the lowest responsible bidder, after advertisement for sealed bids in the manner provided by Section 103 of the General Municipal Law.

ECO Cleaning Company

RESOLVED, that the Board of Education does hereby approve contracts with ECOA Cleaning Contractors for the period from July 1, 2010 through October 2010 in accordance with their previous cleaning bid.

Transportation Contracts

RESOLVED, that a five (5) year contract extension with Briarcliff Bus Company for in-district student transportation, field and athletic trips, bus maintenance and substitute drivers be approved with a 6.8 percent price reduction in the first year, 2010-2011, and thereafter, with an annual Consumer Price Index adjustment as announced by the New York State Education Department for transportation contract extensions, or a 2.5 percent increase, whichever is less. The Board reserves the right to opt out of this contract for any reason after three years. The Superintendent of Schools and the School Board President are hereby authorized to sign contract extensions. Said contract extensions shall be incorporated by reference within the minutes of this meeting.

Whereas, a bid for out-of-district student transportation was opened on April 19, 2010; and

Whereas Briarcliff Bus Company was the lowest bidder, now be it,

RESOLVED, that a contract be awarded to Briarcliff Bus Company for out-of-district student transportation for five (5) years, with the first year prices to be in accordance with the bid proposal and with price increases in the second, third, fourth and fifth years to be 2 percent. The Board reserves the right to opt out of this contract for any reason after three years. The Superintendent of Schools and the School Board President are hereby authorized to sign the contract. Said contract shall be incorporated by reference within the minutes of this meeting.

Fixed Asset Policy

RESOLVED, that the Board of Education does hereby adopt Business Operations Policy # 5610 on Fixed Assets as amended on May 17, 2010.

Investment Policy

RESOLVED, that the Board of Education does hereby adopt Business Operations Policy # 5201 on Investments as amended on June 7, 2010.

Certification of the May 18, 2010 Voting Results

RESOLVED, that the Board of Education does hereby affirm the results of School Board Elections and Budget Vote held on May 18, 2010.

Public Comment

*The Board welcomes public comments at this time.
(Please see Policy 2201 on last page of this agenda.)*

Polling of the Board

Closing Items

Consideration of Executive Session Subject to Board Approval

Adjournment

BRIARCLIFF MANOR UNION FREE SCHOOL DISTRICT
POLICY NO. 2201 – INTERNAL OPERATIONS

A. Community Participation at Board Meetings

1. Regular Meetings. The public will be encouraged to speak on Action Items before the Board votes. Normally, Board members will be called on to speak first if they wish to do so. Community input will also be heard at the time designated on the agenda for this purpose. Comments must be relevant to the Briarcliff School District.
2. Work Sessions. Community input will be heard before all work session items.
3. The community will be requested to direct their questions or comments to the presiding officer, who will redirect them to the Administration if this is appropriate. Dialogue among members of the audience will be discouraged.
4. When new questions or items are raised by the community, the Board will not feel compelled to respond immediately, but will acknowledge the issue and consider it at a later meeting if this is appropriate.
5. Any person who is unruly will be asked to leave.
6. Speakers from the public will be given three (3) minutes each to speak, unless the Board votes to extend the per speaker time limit at the beginning of the meeting. Each speaker will be allowed one opportunity to speak at each speaking segment of the meeting.