

BRIARCLIFF MANOR UNION FREE SCHOOL DISTRICT  
**Annual Board of Education Reorganization Meeting**  
**Thursday, July 5, 2007 – District Office Board Room – 10:00 a.m.**

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**Opening Items**

1. Call to Order and Pledge of Allegiance
2. Roll Call

**Reorganization Action Items**

3. Nomination and Election of Temporary Chairperson
4. Administration of Oath of Office to Newly Elected Board Members
5. Nomination and Election of Board of Education Officers
  - President
  - Vice President
6. Administration of Oath of Office to Board Officers and Administrators
  - Newly Elected President
  - Newly Elected Vice President
  - Superintendent of Schools
  - Assistant Superintendent for Business and Technology
7. Appointment of District Officers, Other Personnel and Committee Representatives/Liaisons
  - School District Clerk
  - School District Treasurer
  - School District Deputy Treasurer
  - School District Internal Claims Auditor
  - School District Property Manager
  - School District Attorney
  - School District Physician
  - School District Purchasing Agent
  - School District Records Management Officer
  - School District Freedom of Information Law Officer
  - School District Educational Liaison for Students in Homeless Situations
  - School District Section 504 Compliance Officer
  - School District DEO (Designated Education Official)
  - School District Title IX Compliance Officer
  - School District Designated Chief Information Officer/Data Administrator
  - School District Safety Team
  - School District Professional Development Committee
  - School District Audit Committee
  - School Board Liaison to Village Board
  - School Board Liaison to Town of Mt. Pleasant Board
  - School Board Liaison to Town of Ossining Board
  - School Board Representative to District Enabling Committee
  - School Board Representative to the Briarcliff Manor Education Foundation Board
  - School Board Representative to the Briarcliff Community Coalition
  - School Board Representative to the Briarcliff Booster Club
  - School Board Liaison to the Briarcliff Friends of the Performing Arts
  - School Board Representative to the Briarcliff Parent/Teacher Association
  - School Board Voting Delegate to NY State School Boards Association Annual Meeting
  - School Board Representation to the Facilities and Capital Plan Committee
  - School Board Representative to the Health and Safety Committee (
  - School Board Representative to the District Wellness Committee (

- School Board Delegate to the Westchester/Putnam School Boards Association
  - School Board Representative to the WPSBA Legislation Action Committee
  - School Board Representative to the Annual Professional Performance Review Committee
  - School Board Representative to the Curriculum Council (Carol)
  - School Board Representative to the Professional Development Committee
  - School Board Representative to the Long Range Planning Committee (Strategic Plan)
  - Designation of School Board Member to Appoint Impartial Hearing Officer
  - School Board Representative to the Regional Educational Advocacy Districts (READ)
8. Designation of Depositories
  9. Authorization of Petty Cash Funds
  10. Signatures of Authorization
  11. Call-Back Verification and Written Confirmation in Connection with Fund Transfers
  12. Certificates of Deposit
  13. High School Accounts
  14. Middle School Accounts
  15. Approval of Investment of District Funds
  16. Discussion of the register of outstanding bonds and available options and review of the financial position of the District
  17. Designation of Dates for Regular Board of Education Meetings
  18. Designation of Official School District Newspaper
  19. Designation of Date of Hearing on School District Budget and Date of Budget Vote and School Board Election.
  20. Approval of Budget Vote and School Board Election Voting Hours and Designation of Voter Registration Day
  21. Approval of Impartial Hearing Officer Selection, Appointment and Compensation Protocol
  22. Approval of the following District Plans:
    - a. Health and Safety Plan
    - b. Code of Conduct
    - c. Academic Intervention Services Plan
    - d. Professional Development Plan
    - e. Annual Professional Performance Review
    - f. Attendance Policy
  23. Review of District Textbook Inventory
  24. Approval of Athletic Reconditioning Fees
  25. Establish Rate for Mileage Reimbursement
  26. Establish Rate for Parking Fees
  27. Approval of Mid-Westchester Special Education Consortium Agreement
  28. Review of Superintendent's Attendance
  29. Establish Rate for Meal Reimbursement

### **Regular Meeting Agenda**

1. a. Approve Minutes of Regular Meeting held on June 18, 2007
- b. Approve Minutes of Special Meeting held on June 29, 2007

### **Public Comment on Non Agenda Items**

2. **Consent Agenda**

- a. Appointment of Impartial Hearing Officer Rotational List per New York State Education Department for the 2007/2008 school year
- b. Accept resignation of Brian Cestone, Special Education Teacher Aide, effective June 30, 2007
- c. Accept resignation of Lisa DeSilva, Middle School Reception, effective June 29, 2007
- d. Appointment of the following as Parent Members of CSE/CPSE for the 2007/2008 school year:

CSE

Lori Breitman  
 Lisa Hanabergh  
 Karie Miller  
 Susan Morris  
 Catherine Taylor  
 Christina Marcellino  
 Marie Pennacchio  
 Barbara Beroff  
 Jane Taffet

CPSE

Lori Breitman  
 Barbara Beroff  
 Christina Marcellino  
 Marie Pennacchio  
 Catherine Taylor  
 Karie Miller  
 Andrea Harbison  
 Lisa Hanabergh

3. **Personnel Items**

All certified personnel are hired in accord with Agreement between the District and the BTA dated July 1, 2005 to June 30, 2010

- a. Appointment of Doreen Saccomano, 1.0 Probationary Reading Teacher, Ph.D Step 14, effective September 1, 2007.
- b. Appointment of Lisa Cerrato, 1.0 Probationary Special Education/Resource Room Teacher, MA Step 5.
- c. Appointment of Carol Conti, Part Time (.7), Chemistry Teacher, MA+30 Step 6, effective September 1, 2007 to June 30, 2007.
- d. Appointment of Shelley Graham, 1.0 Probationary Elementary Teacher, MA Step 2, effective September 1, 2007.
- e. Appointment of Rebecca Rampolla, Leave Replacement Speech & Language Teacher (A. McKeever), MA Step 2, effective September 4, 2007 to October 29, 2007
- f. Appointment of James Boylan, Leave Replacement (A. Collins) MA Step 1, effective September 4, 2007 to October 29, 2007.
- g. Appointment of Don Hamlin, 1.0 Probationary Special Education Teacher, MA Step 13, effective September 1, 2007.
- h. Appointment of Memrie Kelly, Part Time (.6) Music Teacher, MA Step 13, effective September 1, 2007 to June 30, 2008.
- i. Appointment of Rebecca Lotierzo, Leave Replacement Special Education Teacher, BA Step 6, effective September 1, 2007 to June 30, 2008.
- j. Appointment of Gregory V. Voloshin 1.0 probationary Secondary Social Studies Teacher, MA 60 Step 5, (contingent on transcripts) effective September 1, 2007.

- k. Appointment of Noreen Sabia 1.0 Probationary School Psychologist, MA Step 2, effective September 1, 2007.
- l. Appointment of the following District Wide stipend positions for the 2007/2008 school year per Agreement between the District and the BTA dated July 1, 2005 to June 30, 2010:

|   |                   |
|---|-------------------|
| Assistant Athletic Director (Modified)                    | Tracy Campanile   |
| Athletic Director   | Chris Drosopoulos |
| Auditorium Coordinator                                    | Rich Albero       |
| Distance Learning Public Access<br>Channel/Video Yearbook | Michael Diamente  |
| District Director of Physical Education                   | Paul DeCurtis     |
| Equipment Manager   | John Consorti     |
| Professional Development Coordinator                      | Suzanne Mauriello |
| Technology Coordinator (.5)                               | Lori Whitman      |
| Technology Coordinator (.25)-MS                           | Janet Himel       |
| Technology Coordinator (.25)-HS                           | Melissa Brennan   |
| Visual Arts Coordinator                                   | Roxanne Ritacco   |

- m. Appointment of the following High School stipend positions for Curriculum Leaders, Team Leader for the 2007/2008 school year:

**DEPARTMENT COORDINATORS**

|                    |                    |
|--------------------|--------------------|
| English            | Thomas Kersting    |
| World Languages    | Anthony Muranelli  |
| Guidance           | Scott Steinberg    |
| Math               | Christina Rutledge |
| Physical Education | Paul DeCurtis      |
| Science            | Robert Saar        |
| Special Education  | Nancy Crosby       |

**CLASS ADVISORS**

|                 |                             |
|-----------------|-----------------------------|
| Sophomore Class | Pamela Gordon, Pat Manchisi |
| Junior Class    | Paul Zeidan                 |
| Senior Class    | Mary Oliver/Nina Marcel     |

**CURRICULUM LEADER**

|                              |                |
|------------------------------|----------------|
| English as a Second Language | Colleen Winter |
|------------------------------|----------------|

**TEAM LEADER**

|                                   |             |
|-----------------------------------|-------------|
| 9 <sup>th</sup> Grade Team Leader | Elyse Smith |
|-----------------------------------|-------------|

- n. Appointment of the following Middle School Stipend Positions for Team Leaders, Department Coordinators for the 2007/2008 school year:

**TEAM LEADERS**

|                       |                   |
|-----------------------|-------------------|
| 6 <sup>th</sup> Grade | Suzanne Mauriello |
| 7 <sup>th</sup> Grade | Chris Quinn       |
| 8 <sup>th</sup> Grade | Michael McDowell  |
| Special Education     | Mary Yulo         |

**CURRICULUM LEADERS**

|             |                 |
|-------------|-----------------|
| English     | Kerry Irwin     |
| Mathematics | Amanda Schwartz |

Physical Education  
Science  
Social Studies  
World Languages

Paul DeCurtis  
Michael McDowell  
Stephanie Muson  
Marie Dzielak

- o. Approval of stipend for Sandra Racioppo, Student Information Systems, in the amount of \$5,175 for the 2007/2008 school year
- p. Approval of stipend for Barbara Watters, Committee on Preschool Special Education, in the amount of \$9,454 (Federal Funds) for the 2007/2008 school year
- q. Appointment of Kim Talmor, Occupational Therapist, at a non benefit per diem rate of \$478.13, effective for the 2007/2008 school year
- r. Appointment of Jennifer Sherron Stock to stipend position of Musical Director, at a rate of \$4,939 for the Spring 2008 performance
- s. Appointment of Sharon Comblo, Senior Internship Advisor, at .2 of salary, effective for the 2007/2008 school year
- t. Permanent appointment of Cheryl Paulenoff, 11 month Computer Aide, Step 4 of Schedule D, effective August 1, 2007
- u. Appointment of Paul DeCurtis, Teacher on Assignment .5 Dean of students at a .2 stipend of annual salary, effective July 1, 2007 to June 30, 2008
- v. Appointment of Daniel Murphy, Teacher on Assignment .5 Dean of students at a .2 stipend of annual salary, effective July 1, 2007 to June 30, 2008
- w. Appointment of Rosemary Huber, Part Time (.4) Math Teacher, MA Step 7, effective September 1, 2007 to June 30, 2008
- x. Increase in teaching time of Kym Trickel, Special Education Teacher, from .6 to .8, effective for the 2007/2008 school year
- y. Appointment of Helen DeGasperis as unpaid Todd School Store Treasurer, effective for the 2007/2008 school year
- z. Appointment of Nadine McDermott to stipend position of Director of Performing Arts, at \$22,500 for the 2007-2008 school year.
- aa. Re-appointment of Michael Media to a .5 Physical education teacher, BA Step 3 effective September 1, 2007 to June 30, 2008.

4. **Action Items\***

- a. Approve for payment health services billing for:  
White Plains School District \$734.26 (1 student)
- b. Approve Tax Warrant for the 2007/2008 school year
- c. Accept Participation in Free and Reduced Lunch Program per New York State Guidelines for the 2007/2008 school year
- d. Extend contract for food service to Aramark at a maximum per meal rate of \$2.6896, effective July 1, 2007 to June 30, 2008
- e. Approve conversion from Novell to Windows and consolidation of server infrastructure at Todd School and district offices.

5. **Discussion Items**

- a. School Board Meeting Calendar for the 2007/2008 school year
- b. New York State School Boards Association Annual Meeting – October 25-28, 2007
- c. Policy Review
- d. Bid for security upgrades
- e. Board meeting dates for the sole purpose of bid awards.

**Closing Items**

Comments/Questions from the Audience

Polling of the Board

\*The Board of Education will entertain questions and/or comments from the audience before action is taken on each item.