
Present: Mrs. Jennifer Rosen, President; Mrs. Dina Brantman, Vice President; Mr. Michael Haberman; Mr. Jonathan Satran; Mr. Paul Wasserman

Also Present: Mr. James Kaishian, Acting Superintendent of Schools; Mr. Stuart Matthey, Asst. Superintendent for Finance & Operations; Mr. David Shaw, School Attorney; Ms. Juanita Brockett, District Clerk

The Board of Education held a meeting on Monday, August 12, 2013 in the Middle School Theater and was called to order by Mrs. Rosen at 7:20 P.M.

On motion by Mrs. Brantman, seconded by Mr. Satran and passed 5-0, the Board moved to immediately adjourn into executive session for the purpose of discussing potential litigation matters and to seek legal counsel.

On motion by Mrs. Brantman, seconded by Mr. Haberman and passed 5-0, the Board moved to return to public session at 7:50 P.M.

A Public Hearing on the revised Code of Conduct was held.

Joel Rogers from Impact Environmental Closures Inc., provided a summary of the results of their air quality tests conducted in some of the classrooms at the middle school during the 2012-13 school year.

Environmental attorney, Michael Bogin of Sive Page Riesel, and architectural engineer, Michael Musso of HDR provided an update on the field's remediation project.

The following work-session items were discussed:

- a. Long Term Planning Committee
- b. Supreme Court Friezes
- a. Board Protocol
- c. Property Loss Reserve

The following policies were reviewed:

- a. Public Participation Policy – 1st Reading
- b. Policy on Committees – 1st Reading
- c. Health & Safety Committee Policy – 1st Reading
- d. Tuition Policy – 2nd reading and adoption
- e. District-owned purchase cards – 1st Reading
- f. Student records – 1st Reading

The following financial work-session items were reviewed:

- a. Claims Audit Report June 2013 – this report needs correction.
- b. Budget transfers requiring pre-approval
- c. Review of budget transfers through August 6, 2013.
- d. Template for new month-end report

1. APPROVAL OF MINUTES

On motion by Mrs. Brantman, seconded by Mr. Haberman and passed 5-0, the Board moved to approve the following Board of Education minutes:

- a. Approval of the minutes of the Board of Education Reorganization meeting held on July 10, 2013 as presented.
- b. Approval of the minutes of the regular business Board of Education meeting held on July 10, 2013 as presented.
- c. Approval of the minutes of the Board of Education meeting held on July 29, 2013 as presented.

2. CONSENT AGENDA

On motion by Mrs. Brantman, seconded by Mr. Haberman and passed 5-0, the Board moved to amend the consent agenda by removing the Claims Audit Report resolution.

On motion by Mrs. Brantman, seconded by Mr. Haberman and passed 5-0, the Board moved to approve the following consent agenda items as amended:

- a. RESOLVED, that upon the recommendation of the Acting Superintendent of Schools, the Board of Education does hereby approve the nomination of Diana Blank to participate in the Bank Street Future School Leaders Academy. The District will split the discounted tuition equally for the 2013-14 and 2014-15 school years.
- b. RESOLVED, that upon the recommendation of the Acting Superintendent of Schools, the Board of Education does hereby accept the request for an unpaid child care leave of absence requested by Gwynne Whitman, Music Teacher, for the 2013-2014 school year
- c. RESOLVED, that upon the recommendation of the Acting Superintendent of Schools, the Board of Education does hereby approve the appointment of Kristina LePage to the position of short-term Leave Replacement Teacher at the High School for the period September 4, 2013 to October 3, 2013 at the rate of \$120.00/per day.
- d. RESOLVED, that upon the recommendation of the Acting Superintendent of Schools, the Board of Education does hereby accept the resignation of Jennifer Ehrlich, Teaching Assistant effective July 31, 2013.
- e. RESOLVED, that upon the recommendation of the Acting Superintendent of Schools, the Board of Education does hereby accept the resignation of Amy Manzano, Teaching Assistant effective July 31, 2013.

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- f. RESOLVED, that upon the recommendation of the Acting Superintendent of Schools, the Board of Education does hereby approve the creation of 3.0 FTE Teaching Assistant positions.
 - g. RESOLVED, that upon the recommendation of the Acting Superintendent of Schools, the Board of Education does hereby approve the budget transfer in the amount of \$13,864.04 to cover payroll expenses through June 30, 2013.
 - h. RESOLVED, that the Board of Education does hereby approve the continuation of the loan of the Briarcliff Manor UFSD Friezes to the Supreme Court of the United States for the 2013-14 school year, and authorizes the Board President to execute the necessary documents, if any.
 - i. RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the creation of a paid Middle School Guidance Intern position, effective September 1, 2013, for the 2013-14 school year at an annual salary of \$22,440.

The following resolution was removed from the consent agenda and tabled to the next meeting pending correction of the report.

RESOLVED, that the Board of Education does hereby accept the Claims Audit report for June 2013.

3. ACTION ITEMS

Code of Conduct

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

RESOLVED, that upon the recommendation of the Acting Superintendent of Schools, the Board of Education does hereby adopt the terms of the Code of Conduct Policy, as revised and presented to the Board at this meeting. A copy of said document will be incorporated by reference in the minutes of this meeting.

Tuition Policy

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

RESOLVED, that upon the recommendation of the Acting Superintendent of Schools, the Board of Education does hereby adopt the terms of the Tuition Policy as amended.

Home Depot Card Authorization

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

RESOLVED, that upon the recommendation of the Acting Superintendent of Schools the Board of Education does hereby authorize the following employees to use the Home Depot purchasing card during the 2013-14 school year per board policy #5420:
Anthony Bauso & John Brannan.

Driver's Education

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

RESOLVED, that upon the recommendation of the Acting Superintendent of Schools, the Board of Education does hereby award the Driver's Education bid to PAS Auto School, Inc. for the 2013-14 school year at the cost per student of \$445.

Westchester Skating Academy

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

RESOLVED, that upon the recommendation of the Acting Superintendent of Schools, the Board of Education does hereby approve the contract with Westchester Skating Academy for the 2013-2014 school year for ice hockey games and practices to be shared with Pleasantville U.F.S.D., Valhalla U.F.S.D. and Westlake Booster Club, and authorizes the Board President to execute such contract on behalf of the District.

Kapson Easement Amended Agreement

On motion by Mrs. Brantman, seconded by Mr. Haberman and passed 5-0, the Board moved to approve the following resolution:

WHEREAS, the Board of Education and Kapson Briarcliff Manor, L.L. C. ("Kapson") entered into an Easement dated July 15, 1996 ("Original Easement") under which Kapson granted the School District an easement to approximately three (3) acres of property to use for playing and ball fields and for other recreational and related activities, and

WHEREAS, the Original Easement was never recorded in the office of the Westchester County Clerk, and

WHEREAS, following the approval of an Amended and Restated Easement in December 2012, Fannie Mae requested several minor additional changes to the Easement, and

WHEREAS, the current owner of the property, VTR Briarcliff Manor (Ventas, Inc.) and the School District now wish to amend the Original Easement as more

particularly set forth in the attached Amended and Restated Easement and record same in the office of the Westchester County Clerk, it is hereby

RESOLVED that the Board of Education does hereby approve the Amended and Restated Easement and it is

FURTHER RESOLVED that the Board does hereby authorize the Acting Superintendent of Schools to execute the necessary documents and pay the necessary recording fees.

Pitney Bowes Contract

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

RESOLVED, that upon the recommendation of the Acting Superintendent of Schools, the Board of Education does hereby approve the comprehensive postage meter rental and services agreement in the annual amount of \$5,886, with Pitney Bowes, Inc. and authorizes the Board President to execute such agreement on behalf of the District.

Fiscal Advisors

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

RESOLVED, that upon the recommendation of the Acting Superintendent of Schools, the Board of Education does hereby approve the comprehensive cost proposal, dated July 25, 2013, for financial advisory services from *Fiscal Advisors & Marketing, Inc.* and authorizes the Board President to execute such agreement on behalf of the District

School Food Service Contract Extension

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

RESOLVED, that upon the recommendation of the Acting Superintendent of Schools, the Board of Education does hereby approve the extension of the Food Service Contract with Aramark Educational Services, LLC for the 2013-14 school year, and authorizes the Board President to execute the 2013-14 Extension of Contract, a copy of which contract shall be incorporated by reference within the minutes of this meeting.

Mr. Wasserman abstained.

On motion by Mrs. Brantman, seconded by Mr. Haberman and passed 5-0, the Board moved to adjourn the meeting at 11:00 P.M.

Juanita Brockett, District Clerk

Jennifer Rosen, Board President