

**MINUTES OF THE HASTINGS-ON-HUDSON  
BOARD OF EDUCATION REORGANIZATION MEETING  
TUESDAY, JULY 7, 2009**

Minutes of the Reorganization Meeting of the Board of Education of the Hastings-on-Hudson Union Free School District, Town of Greenburgh, County of Westchester held in the John J. Russell Lecture Room at the Farragut Complex on Tuesday, July 7, 2009. Present were Trustees Gabrielle Lesser, Eileen Baecher, Caryn Campbell, Lindsey Hicks, Donna Laing, Jodie Meyer and Wendy Naidich. Also present were Superintendent of Schools Robert I. Shaps and Treasurer Maureen Caraballo.

**I. Call to Order**

District Clerk Mary A. Wirth called the meeting to order at 5:35 p.m.

**II. Administration of Oath of Office**

The District Clerk administered the oath of office to trustees:

Eileen Baecher	Lindsey Hicks
Donna Laing	Wendy Naidich

**III. Election of the President of the Board of Education for the 2009-2010 school year.**

Caryn Campbell nominated **Gabrielle Lesser**; Donna Laing seconded the nomination; there were no additional nominations; Gabrielle Lesser was elected by unanimous vote.

**IV. Election of the Vice-President of the Board of Education for the 2009-2010 school year.**

Board President Gabrielle Lesser nominated **Eileen Baecher**; Lindsey Hicks seconded; there were no additional nominations. Eileen Baecher was elected by unanimous vote.

*Immediately following the election of Board Officers, the District Clerk turned the meeting over to Board President Gabrielle Lesser.*

**V. Appointment of District Clerk for the 2009-2010 school year.**

Eileen Baecher moved to appoint **Mary A. Wirth** as School District Clerk; Jodie Meyer seconded and item V. was carried by unanimous vote.

**VI. Administration of Oath of Office to the District clerk.**

Board President Gabrielle Lesser administered the oath of office Mary A. Wirth

*At 5:55 p.m. Trustee Jodie Meyer made a motion that the Board move into executive session to discuss items relating to specific personnel matters. Donna Laing seconded the motion and the Board voted unanimously to hold an executive session in the District Conference room.*

*At 6:55 p.m. Trustee Eileen Baecher made a motion to move back into regular session. Jodie Meyer seconded the motion and the Board voted unanimously to return to the regular meeting.*

**VII.–XXII.** Trustee Lindsey Hicks moved to accept the following recommendations and resolutions as a consent agenda:

- To appoint Maureen Caraballo as School District Treasurer for the 2009-2010 school year.
- To appoint Nicholas Macri as Deputy School District Treasurer for the 2009-2010 school year.
- To designate the following as official depositories for the school district funds:
  - Chase Manhattan Bank
  - Hudson Valley Bank
  - Wachovia Bank, N.A.
  - Bank of America
  - Signature Bank
  - Municipal Investors Service Corporation (CLASS)
  - HSBC Bank
- To designate the following as official bank signatories for the school district funds:
  - General Fund: Maureen Caraballo or Nicholas Macri
  - Trust and Agency Fund: Maureen Caraballo or Nicholas Macri
  - Capital Fund: Maureen Caraballo or Nicholas Macri
  - Lunch Fund: Maureen Caraballo or Nicholas Macri
  - Federal Fund: Maureen Caraballo or Nicholas Macri
- To authorize Robert I. Shaps or his designee to request and sign applications for Federal and State grants.
- To accept the policies of the school district which have been a matter of board resolution for the period July 1, 2008 through June 30, 2009 as the policies in effect in the school district for the 2009-2010 school year.
- To appoint Dorian Tergis, M.D. as School District Physician for the 2009-2010 school year.
- To appoint Eleanor Richardson as Claims Auditor for the 2009-2010 school year.
- To appoint Maureen Caraballo as Purchasing Agent.
- To appoint Robert I. Shaps as Alternate Purchasing Agent.
- To appoint Maureen Caraballo and Robert I. Shaps as Certifiers of Payrolls for the 2009-2010 school years.
- To appoint Maureen Caraballo and Nicholas Macri as alternate signers of payroll checks for the 2009-2010 school year.
- To establish petty cash funds for the following locations:
  - Hillside Office: \$100.00
  - Middle School Office: \$100.00
  - Business Office: \$100.00
  - Cafeteria: \$550.00
- To designate *The Journal News* and the *Rivertowns Enterprise* as official newspapers for appropriate legal notices.
- To appoint Maureen Caraballo as Records Access Maintenance Officer.
- To appoint Robert I. Shaps as the person to determine appeals submitted pursuant to the Freedom of Information Law.

Caryn Campbell seconded and items VII.–XXII. were carried by unanimous vote.

**XXI.** Lindsey Hicks moved to appoint Dr. Nancy Horsey as Liaison for Homeless Children and Youth. Wendy Naidich seconded and item XXI. was carried by unanimous vote.


**XXIV.–XXXVIII.** Trustee Donna Laing moved to accept the following recommendations and resolutions as a consent agenda:

- To designate the three principals, Louis Adipietro, Gail Kipper and Laura Sullivan, to receive court notification regarding a student's sentence/adjudication in certain criminal cases and juvenile delinquency proceedings.
- To appoint assistant principals Hilda McGivney and Brent Harrington, as the Supervisors of Attendance.
- To appoint Maureen Caraballo as Title IX Compliance Officer.
- To appoint Deborah Augarten as the 504 Compliance Officer.
- To appoint George Foster as the ADA Compliance Officer through September 30, 2009.
- To appoint George Foster as the AHERA Local Educational Agency (L.E.A.) designee through September 30, 2009.
- To appoint Camilla Relucio as the Census Enumerator.
- To authorize the President of the Board of Education and/or the Superintendent of Schools to sign contracts for health services for Hastings' students attending non-public schools in neighboring districts.
- To appoint Maureen Caraballo as the designee for Student Residency Determination.
- To authorize the President of the Board of Education and/or the Superintendent of Schools to sign contracts with out-of-district providers for the provision of special education programs and services as mandated in students' IEPs.
- To set the per diem rates to be paid to substitutes for the 2009-2010 school year as follows:
  1. Permanent Substitute Teacher: \$100.00/day without benefits.
  2. Annual Substitute Teacher: \$95.00/day without benefits.
  3. Substitute Teacher:
    - i. \$90/day without benefits, except that, should a substitute teacher replace the same incumbent teacher for a period of twenty (20) consecutive school days or more, the prorate daily rate shall be based upon the teacher's salary schedule (Step 1 of BA, MA, or DR line, whichever is appropriate).
    - ii. \$95/day without benefits, after accumulating 10 days of service as a substitute teacher for the Hastings-on-Hudson UFSD.
    - iii. \$120/day without benefits, should the substitute teacher be a retiree from the Hastings-on-Hudson UFSD.
  4. Substitute School Nurse: \$150.00/day without benefits.
  5. Substitute Clerk or Aide: \$11.00/hour without benefits.
  6. Substitute Custodial Worker: \$12.00/hour without benefits.
- To appoint Keane & Beane, P.C. as School Board Attorney for the period July 1, 2009 through June 30, 2010 as per their proposal.
- To appoint Bennett, Kielson, Storch, DeSantis, LLP as School Board Independent Auditor for the period July 1, 2009 through June 30, 2010 as per their proposal.
- To appoint ACCUME Partners as Internal Auditor for the period beginning July 1, 2009 through June 30, 2010 as per their as per their proposal.
- To retain Karen Norlander, Esq., P.C. for legal services in special education matters for the period July 1, 2009 through June 30, 2010 as per Ms. Norlander's proposal.

Lindsey Hicks seconded and items XXIV.–XXXVIII. were carried by unanimous vote.

**XXXIX. Adjournment** at 7:02 p.m.

Respectfully submitted

  
Mary A. Wirth DISTRICT CLERK