

HASTINGS-ON-HUDSON BOARD OF EDUCATION
REGULAR MEETING
Thursday, August 14, 2008

Minutes of the Regular Meeting of the Board of Education of the Hastings-on-Hudson Union Free School District, Town of Greenburgh, County of Westchester was held in the John J. Russell Lecture Room at the Farragut Complex on Thursday, August 14, 2008. Present were Trustees Eric Sweeting, Gabrielle Lesser, Eileen Baecher, Caryn Campbell, Lindsey Hicks Donna M. Laing, and Jodie Meyer. Student Liaison Lena Street was absent. Also present were Superintendent of Schools Robert I. Shaps, Treasurer Maureen Caraballo and District Clerk Franziska H. Goodman.

CALL TO ORDER

Board of Education President Eric Sweeting called the meeting to order at 6:00 p.m. Eileen Baecher moved to adjourn the meeting into Executive Session to discuss specific personnel matters. Lindsey Hicks seconded and the motion carried by unanimous vote. Following discussion, Gabrielle Lesser moved to reconvene the Regular Meeting. Eileen Baecher seconded and the motion carried by unanimous vote.

At 8:17 p.m., Board President Eric Sweeting welcomed all to the Regular Meeting of August 14, 2008.

REPORT FROM THE SUPERINTENDENT

- Robert Shaps updated the Board on summer work/projects that either have been completed or are very nearly completed in preparation for the first day of school in September. Projects included: facilities work, technology upgrades and professional development activities. Specific facilities projects included: resurfacing the Cochran Gymnasium floor, paving the middle school drop-off area, resurfacing the Hillside basketball court area, duct cleaning in all buildings, and as part of EXCEL, completed the air conditioning project in the Music Lab. Specific technology projects included: installation of 17 additional SMART Boards, upgrading the district's network, data base transition to eSchool Data, and establishing emergency contact information system via ConnectEd. Specific professional development activities included: SMART Board, advanced SMART Board training sessions, Wiki & Blogs and pod casting workshops, conducted by Brent Harrington; instructional sessions, e.g., Everyday Mathematics, etc., by Rhonda Cohen; Special Education professional development workshops, by Deborah Augarten; and, eSchool Data base software training for administrators arranged by Data Base/CIO Manager Camilla Relucio.
- Mr. Shaps reported New Staff Orientation is scheduled for Thursday, August 28th. A full day's event is planned for 13 new hires, which will include a two hour technology course led by Brent Harrington.
- Enrollment over the summer has increased at Hillside with 35 new students registering since the beginning of July.
- Mr. Shaps concluded his report by expressing his appreciation for the Board of Education's support and commended the district's teachers, administrators, and staff for their commitment to education.

ANNOUNCEMENTS

August	11	Fall Sports Athletic Packet Due Date	
August	12	ACT Registration	
August	14	Board of Education Meeting – John J. Russell Lecture Room	8:00 P.M.
August	20	JV & Varsity Football Start Date	
August	25	All Other JV & Varsity Fall Sports Start Date	
August	27	Kindergarten Bus Runs	8:00 A.M.
August	28	New Staff Orientation – Farragut Cafeteria	8:30 A.M.
September	1	Labor Day Holiday – Schools & Offices Closed	
September	2	Superintendent’s Conference Day – No School for Students	
September	2	Freshmen Orientation – High School Auditorium	12:00 P.M.
September	3	Schools Open – ½ Day for Students	
September	3	Farragut Middle School Fall Sports Start Date	
September	4	First Full Day of School for Students	
September	4-6	Peer Leadership Senior Retreat – Blue Mountain Reservation	
September	8	Board of Education Meeting – John J. Russell Lecture Room	8:00 P.M.

PERSONNEL

P.1. Lindsey Hicks moved to approve the following resolution:

WHEREAS, the Board of Education of the Hastings-on-Hudson Union Free School district has previously appointed appoint **Robert I. Shaps** as Superintendent of Schools; and
WHEREAS, the Board of Education seeks to extend the appointment of Mr. Shaps to serve as Superintendent of Schools and to amend the Employment Agreement of Mr. Shaps by means of an Amendment thereto.

NOW, THEREFORE, BE IT RESOLVED THAT, the Board of Education of the Hastings-on-Hudson Union Free School District hereby extends the appointment of Mr. Shaps to serve as Superintendent of Schools until June 30, 2011; and

BE IT FURTHER RESOLVED THAT, the Board of Education hereby approves an Amendment to the Employment Agreement between Mr. Shaps and the Hastings-on-Hudson Union Free School district dated August 14, 2008 and hereby authorizes the President of the Board of Education to execute said Amendment.

Eric Sweeting commented on the work the superintendent has started and looks forward to his continued efforts in the years ahead. This agreement represents the Board’s high level of support for Mr. Shaps and will extend Mr. Shaps’ current contract to July 1, 2011. In addition to a salary adjustment, consistent with the district’s practice concerning all administrators, the superintendent would also be receiving a small monetary acknowledgement for completing his doctorate. Mr. Sweeting and members of the Board look forward to continuing their work with Mr. Shaps. Donna M. Laing seconded, and item P.1 carried by unanimous vote.

P.2. Caryn Campbell moved to accept the resignation of **George A. Foster**, for retirement purposes, effective September 30, 2009. The advance notice of retirement fulfills a requirement stipulated in Mr. Foster’s employment contract. Eric Sweeting commented on Mr. Foster’s commitment and support in his role as the district’s Superintendent of Building and Grounds. Gabrielle Lesser seconded and item P.2 carried by unanimous vote.

P.3–P.19. Eileen Baecher moved to approve the following recommendations and resolutions:
Recommendation to accept the resignation of **Michelle Yang**, effective August 31, 2008.

AND

Recommendation to accept the resignation of **Liisa K. Elsner**, effective August 15, 2008.

AND

Recommendation that the position of Food Service Manager be eliminated effective August 14, 2008 and, as the least senior employee in that title, that the employment of **Barry Spencer** be terminated effective August 14, 2008.

AND

Recommendation to appoint the following individual to a Schedule B position for the 2008-2009 school year:

<u>NAME</u>	<u>POSITION</u>	<u>STEP</u>	<u>STIPEND</u>
JoAnn McGrath	Grade 8 Coordinator	n/a	\$4,000

AND

WHEREAS, on August 14, 2008 it was determined that a vacancy exists for School Nurse, for the 2008-2009 school year; and

NOW, THEREFORE, BE IT RESOLVED THAT, the Board hereby resolves to appoint **Elizabeth D. O'Loughlin**, as a qualified candidate and wishes to appoint her to the 10 month position of School Nurse, Column VII, Step 8 for the 2008-2009 school year, effective August 11, 2008. The probationary period for this position shall be August 11, 2008 through August 10, 2009.

AND

Recommendation to amend the appointment of **Michelle Depew** as a teacher aide, 10 month, Column III, Step 6, from 6 hours per day to 7 hours per day for the 2008-2009 school year, effective September 2, 2008.

AND

Recommendation to amend the appointment of **Patricia DeSouza** as a teacher aide, 10 month, Column III, Step 8, from 6.5 hours per day to 7 hours per day for the 2008-2009 school year, effective September 2, 2008.

AND

Recommendation to amend the appointment of **Stephanie Hammond** as a teacher aide, 10 month, Column III, Step 8, from 6.5 hours per day to 7 hours per day for the 2008-2009 school year, effective September 2, 2008.

AND

Recommendation to amend the appointment of **Judith Keriakos** as a teacher aide, 10 month, Column IV, Step 8, from 6.5 hours per day to 7 hours per day for the 2008-2009 school year, effective September 2, 2008.

AND

Recommendation to amend the appointment of **Elaine LaMorte** as a teacher aide, 10 month, Column III, Step 8, from 4 hours per day to 5 hours per day for the 2008-2009 school year, effective September 2, 2008.

AND

Recommendation to amend the appointment of **Nancy Mace** as a teacher aide, 10 month, Column III, Step 8, from 4.5 hours per day to 7 hours per day for the 2008-2009 school year, effective September 2, 2008.

AND

Recommendation to amend the appointment of **Ifigenia Manos-Fell** as a teacher aide, 10 month, Column III, Step 2, from 5.5 hours per day to 7 hours per day for the 2008-2009 school year, effective September 2, 2008.

AND

Recommendation to amend the appointment of **Jeanette Rotanelli** as a teacher aide, 10 month, Column III, Step 8, from 6 hours per day to 7 hours per day for the 2008-2009 school year, effective September 2, 2008.

AND

Recommendation to amend the appointment of **Haxhere Veseli** as a teacher aide, 10 month, Column III, Step 2, from 5 hours per day to 7 hours per day for the 2008-2009 school year, effective September 2, 2008.

AND

Recommendation to amend the appointment of **Melissa Vigada** as a teacher aide, 10 month, Column III, Step 2, from 5 hours per day to 7 hours per day for the 2008-2009 school year, effective September 2, 2008.

AND

Recommendation to appoint **Robert Duffy** to the position of Night Watchperson, 10 month, 4 hours per day at an hourly rate of \$13.00 for the 2008-2009 school year, effective September 2, 2008.

AND

Recommendation to appoint **Joan Haubold** as a 10-month clerk, 14 hours per week at an hourly rate of \$18.00 for the 2008-2009 school year, effective September 2, 2008.

Gabrielle Lesser seconded and items P.3 through P.19 carried by unanimous vote.

PUBLIC HEARING

- No comments were made at this time.

MINUTES

M.1. Gabrielle Lesser moved to accept the minutes, as amended, of the May 6, 2008 Regular Meeting.

Lindsey Hicks seconded and the motion carried by unanimous vote.

M.2 & M.3. Caryn Campbell moved to accept the following recommendations:

To accept the minutes, as amended, of the July 8, 2008 Reorganization Meeting.

AND

To accept the minutes of the July 8, 2008 Regular Meeting.

Gabrielle Lesser seconded and the motion carried by unanimous vote.

BUSINESS

B.1. The recommendation to approve the Annual Maintenance Agreement Proposal with Dream Fields LLC was tabled.

B.2. Gabrielle Lesser moved to accept the following Claims Auditor Warrant Reports:

Warrant #37	Fund A	Computer Checks for 6/24/08-6/30/08
Warrant #12	Fund C	Computer Checks for 6/26/08-6/26/08
Warrant #13	Fund C	Computer Checks for 6/30/08-6/30/08
Warrant #16	Fund F	Computer Checks for 6/1/08-6/30/08
Warrant #15	Fund F	Computer Checks for 6/26/08-6/26/08
Warrant #5	Fund H	Computer Checks for 6/1/08-6/30/08
Warrant #16	Fund TE	Computer Checks for 6/26/08-6/26/08

Caryn Campbell seconded and item B.2 carried by unanimous vote.

B.3. Eileen Baecher moved to approve the Special Education Summer Transportation Contract for 2008 Special Services Transportation with SW BOCES Transportation Consortium for the term July 1, 2008 and ending August 30, 2008 in the amount of \$48,965 and to authorize the Superintendent of Schools and/or President of the Board of Education to execute said contract. Gabrielle Lesser seconded and item B.3 carried by unanimous vote.

B.4. Gabrielle Lesser moved to approve the Special Education Summer Transportation Extension of Transportation Contract with SW BOCES Transportation Consortium for the term July 1, 2008 and ending August 22, 2008 reflecting an increase of 4% over 2007 costs, in the amount of \$5,846.41 and to authorize the Superintendent of Schools and/or President of the Board of Education to execute said contract.

Caryn Campbell seconded and item B.4 carried by unanimous vote.

B.5. The recommendation to approve the Mid-Westchester Special Education Consortium Agreement was tabled.

B.6. Gabrielle Lesser moved to approve the contract with Northern Westchester Center of Speech Disorders to provide Speech and Language Services for the district from July 1, 2008 through August 29, 2008. The cost of these services will be \$85.00 per 45-minute session, not to exceed two sessions per week, and to authorize the Superintendent of Schools to execute said contract.

Caryn Campbell seconded and item B.6 carried by unanimous vote.

B.7. Gabrielle Lesser moved to approve The Omni Group Plan Adoption Agreement which will become effective January 1, 2009 and to authorize the Superintendent of Schools and/or President of the Board of Education to execute said agreement.

Lindsey Hicks seconded and item B.7 carried by unanimous vote.

B.8–B.12. Eileen Baecher moved to approve the following recommendations:

To approve the contract with OT Kids Plus of NY, Inc. to provide occupational therapy services to school-aged students as required by their IEP from July 1, 2008 through June 30, 2009 and to authorize the Superintendent of Schools to execute said contract.

AND

To approve a contract with The Learning Shop, Inc. to provide homebound instruction for children unable to attend school for the 2008-2009 school year in the amount of \$65.00 per hour.
AND

To approve the School Staffing Services Agreement with HTA of New York, Inc. to provide Occupational therapy for students as per IEP mandates for the 2008-2009 school year at the following rates listed below, and to authorize the Superintendent of Schools to execute said contract:

<u>Services</u>	<u>Hourly Rate</u>
Physical Therapy	\$100.00
Occupational Therapy	\$95.00
Special Educator	\$92.00
Other Evaluations as per School District Request	\$230.00

AND

To approve the following Committee on Pre-School Special Education recommendations for the 2008-2009 school year:

#7261	#7501
#7450	#7451
#7286	#7421
#6582	#7422

AND

To approve the following Committee on Special Education recommendation for the 2008-2009 school year:

#6091	#91-053
#7116	#98-009
#4942	#94-002
#6887	#93-001
#6818	#97-002

Caryn Campbell seconded and items B.8 through B.12 carried by unanimous vote.

B.13. Lindsey Hicks moved to approve a contract with Sleepy Hollow Physical Therapy to provide an Athletic Trainer, specifically at Hastings High School, between the hours of 2:30 p.m. and 6:30 p.m., Monday through Friday, and Saturdays, as needed, during the 2008-2009 interscholastic athletic season, in the amount of \$14,000 and to authorize the Superintendent of Schools to execute said contract. Robert Shaps reported that, for the 2008-2009 school year, the services provided will encompass all three athletic seasons – fall, winter and spring sports. Also, the possibility exists for evening informational presentations for families on sports-related topics such as use of steroids, nutrition, etc.

Gabrielle Lesser seconded and item B.13 carried by unanimous vote.

B.14–B.17. Lindsey Hicks moved to approve the following recommendations:

To approve fifteen (15) days of summer work for Jesse Merchant, Director of Athletics, in the amount of \$5,282.70.

AND

To approve fifteen (15) days of summer work for Brent Harrington in the amount of \$6,716.25.

AND

To award the bid at the hourly rates for the trade listed below:

HVAC Service Hourly Rates

Atlantic Westchester	Journeyman	\$120	Regular Time
		\$180	Overtime
		\$240	

AND

To approve the PAX Program of Academic Exchange organization as a Board approved program for purposes of Board of Education policy #7132 – Exchange Students.

Caryn Campbell seconded and items B.14 through B.17 carried by unanimous vote.

B.18. Lindsey Hicks moved to adopt the revised 2008-2009 School Calendar. Robert Shaps informed the Board of the coordinated efforts needed to change the existing October 10, 2008 date as a no school day and the necessary subsequent changes to the 2008-2009 calendar to accommodate this date change. Considering the efforts involved, no additional changes will be reflected in this 2008-2009 revised school calendar.

Caryn Campbell seconded and item B.18 carried by unanimous vote.

B.19. Gabrielle Lesser moved to accept the Treasurer's Report for May, 2008.

Donna M. Laing seconded and item B.19 carried by unanimous vote.

B.20. Gabrielle Lesser moved to accept the Treasurer's Report for June, 2008.

Donna M. Laing seconded and item B.20 carried by unanimous vote.

B.21. Eileen Baecher moved to approve the submitted budget transfers for the 2008-2009 school year.

Gabrielle Lesser seconded and item B.21 carried by unanimous vote.

B.22. The recommendation to award a contract for Food Vending Program Operations to American Vending Machines, effective September 1, 2008 through August 30, 2009, was tabled.

B.23. Caryn Campbell moved to accept a donation by the Hastings PTSA, and to bestow our gratitude upon the donors, of lighting equipment for the Hastings High School Auditorium valued at \$5,600.00. Mr. Bill Berner will donate his time to install the equipment during the last week of August, 2008. At this time, Robert Shaps commented on the enormous affects this improved lighting will have not only for better, safer maintenance issues, but also for future productions held in this auditorium. Mr. Shaps and the Board thanked the PTSA and Mr. Berner for their generosity, time, and continuous commitment and dedication to our students.

Donna M. Laing seconded and item B.23 carried by unanimous vote.

OTHER BUSINESS

Old Business – Board of Education

- Citizens Budget Advisory Committee. Gabrielle Lesser and Treasurer Maureen Caraballo would like this committee to start earlier in the district's budget process. They also hoped to

tie this committee more closely to the Board's Finance Committee. Topical items for consideration would include the impact of a possible four percent tax cap; limited state aid; tax assessments, etc. Eric Sweeting is aware of one 2007-2008 committee member interested in continuing their participation in the Citizens Budget Advisory Committee.

Old Business – Audience to Board of Education

- No comments were made at this time.

New Business – Board of Education

N.B.1. A first reading of Policy #4212: Organizational Chart – Administration was conducted, noting that the organizational chart reflected the change to the Food Service Manager position. Additionally, it was noted that the business official will oversee contracted services for the district. A second reading will be scheduled for the September 8, 2008 Regular meeting.

N.B.2. Athletic Fields Study: Eileen Baecher updated the Board on the Fields Study Subcommittee's purpose, analysis, and recommendations regarding the District's athletic fields. Ms. Baecher elaborated on the recommendations of the organic turf consultant, Osborne Organics, for our fields' maintenance and optimal use and care. Gabrielle Lesser suggested that the Osborne Report be placed on the districts website. Next step is to consider the feasibility of implementing the recommendations by submitting a Request for Proposal ("RFP") for architectural and engineering firms to develop design plans to upgrade the fields. It is anticipated that the cost to complete the scope of work identified in the RFP will be approximately \$12,000 to \$15,000. Ms. Baecher noted reservations regarding the RFP's cost considering the current economic climate. Options were discussed regarding possible funding resources, e.g., grants available, municipality and/or little league organizations' participation, etc. Discussions ensued resulting in Lindsey Hicks making a motion to go forward with the RFP, as recommended. Robert Shaps will finalize the draft RFP for submission. Gabrielle Lesser seconded and the motion to submit a RFP for field review carried by unanimous vote.

N.B.3. Board Retreat: It was agreed that the next Board retreat will be held on Sunday, September 14th, between 9:00 a.m. and 3:00 p.m. and will held in the district's Central Office located at 27 Farragut Avenue. It was further agreed to grandfather the members of last year's Board Operation Committee – Eric Sweeting, Gabrielle Lesser and Caryn Campbell – to establish an agenda for this retreat. Possible agenda items may include (1) Communication – Medium and Message; (2) Yearly Board Goals; and (3) Committee Structure. Additional agenda topics for consideration may be provided to Eric Sweeting and/or Gabrielle Lesser.

N.B.4. BOCES and Technology Upgrades/Use: Robert Shaps reported on Southern Westchester BOCES' interest in installing technology in their classrooms housed at the Farragut Complex. Consideration for granting permission should also address costs associated with the upgrades including, but not limited to, increased energy costs, (e.g., electricity, etc.), security, etc. Mr. Shaps and Treasurer Maureen Caraballo will include these concerns in their conversation with BOCES on this matter.

N.B.5. Board Committee Assignments: A preliminary discussion surrounding Board committee/liaison assignments for the new school year resulted in having two committees – Strategic Plan and Curriculum – added to the 2008-2009 list. Board members were asked to select their committee/liaison preference and submit them to Fi Goodman. The Board will finalize the committee/liaison assignments at the September 8, 2008 regular meeting.

New Business – Audience to Board of Education

- No comments were made at this time.

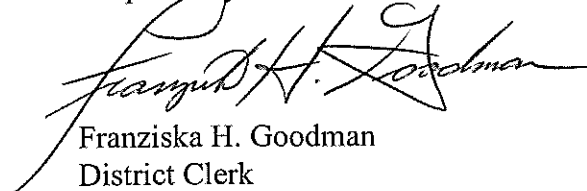
MEETING SUMMARY

- The use of noted time allotments on the Board's copy of the meeting agenda was appreciated and helpful.
- It was noted that the School District's taped Board meetings posted on the Village's website were now 'bookmark' available.
- Lindsey Hicks welcomed the new voices at Board meetings.

ADJOURNMENT

There being no further business, Eric Sweeting, Board President, declared the meeting closed at 9:28 p.m.

Respectfully submitted,



Franziska H. Goodman
District Clerk