

**BOARD OF EDUCATION  
POCANTICO HILLS CENTRAL SCHOOL DISTRICT  
599 Bedford Road  
Pocantico Hills  
Sleepy Hollow, New York 10591**

Business Meeting  
Tuesday, December 13, 2011

The Business Meeting of the Board of Education of the Pocantico Hills Central School District was held on Thursday, December 1 at 6.26 p.m. in the school Library, Bedford Road, Sleepy Hollow, New York.

On a motion by Trustee Fred Rickles and seconded by Trustee David Wilens the Board of Education called the Business Meeting to order at 6:26 p.m. The motion was unanimously passed (5-0). **CALL TO ORDER**

On a motion by Trustee Fred Rickles and seconded by Trustee Joan Cusanelli the Board of Education moved to Executive Session at 6:28 p.m. to discuss contract negotiations regarding a particular individual. The motion was unanimously passed (5-0). **EXECUTIVE SESSION**

Present: John Conrad, President  
David Wilens, Vice President  
Joan Cusanelli, Trustee  
Fred Rickles, Trustee  
Emily Segal, Trustee **ROLL CALL**

Also Present: Jay Scotto-Friedman, Assistant Superintendent  
R.S. Abrams & Co. LLP (departed at 7:05 p.m.)

Absent: Valencia F. Douglas, Superintendent (personal reasons)

On a motion by Trustee Joan Cusanelli and seconded by Vice President David Wilens the Board of Education adjourned the Executive Session at 8:00 p.m. **ADJOURNMENT FROM EXECUTIVE SESSION**

With no objection from the Board of Education, President John Conrad called the Discussion Meeting to order at 8:07 p.m. **DISCUSSION MEETING**

The Pledge of Allegiance was led by Trustee Fred Rickles. **PLEDGE OF ALLEGIANCE**

Present: John Conrad, President  
David Wilens, Vice President  
Joan Cusanelli, Trustee  
Fred Rickles, Trustee  
Emily Segal, Trustee **ROLL CALL**

Also Present: Jay Scotto-Friedman, Assistant Superintendent  
Gina L. Downes, District Clerk

Absent: Valencia F. Douglas, Superintendent (personal reasons)

**Hearing from those Present:** A community member asked how the progress was coming along with the wellness committee and the findings from the cafeteria report? Also, who is the person to direct wellness questions to?

**Correspondence:** No correspondence at this time.

**Board/Superintendent Announcements:** Assistant Superintendent Jay Scotto-Friedman gave an update on the window and bathroom projects:

The window project began just after Thanksgiving on the windows in the hallways. New schedules are issued to the teachers for classroom window replacements, as the work progresses. Teachers have the option of moving their classroom to an open room on the 3<sup>rd</sup> floor across from the Business Office while the work is being done.

The middle school bathrooms are complete and the locker rooms are underway. The renovations to the bathrooms across from the library will not begin until the locker rooms have been complete. They should be done after the holiday break.

President John Conrad thanks Miss Stanton for a wonderful Elementary Winter Concert held on December 7<sup>th</sup>. The Middle School Winter concert is scheduled for Wednesday, December 14<sup>th</sup> beginning at 7:30 p.m.

President John Conrad thanked the PTA and Laura Dineen for hosting the Golden Guest concert. It was a success.

The Board of Education wishes a Happy Holiday and Happy, Healthy New Year to all.

**Capital Project:** Brian Ceislinski of SEI Design Group gave a brief update on the capital project and the tennis courts. The Board requested more information on the tennis courts and will bring the topic back in the new year.

**Approval of Minutes:** On a motion by Trustee Fred Rickles and seconded by Trustee Emily Segal the Board of Education voted and approved the December 1, 2011 Board minutes as amended. The motion was unanimously passed (5-0).

**Construction Contract Addendum:** On a motion by Trustee Joan Cusanelli and seconded by Trustee Emily Segal the Board voted and approved the following resolution. The motion was passed 4 yes and 1 no (Vice President David Wilens).

BE IT RESOLVED, the Board of Education authorizes the Assistant Superintendent Mr. Jay Scotto-Friedman to execute the attached Addendum Agreement between the Pocantico Hills Central School District and the following contractors: Sisca Northeast, Foremost Electric, Pearl River Plumbing, Proton Construction, Mengler Mechanical, Foremost Development, and Arrow Steele as presented to the Board at this meeting. Such Addendum Agreement shall be incorporated by reference into the minutes of this meeting.

## **HEARING FROM THOSE PRESENT**

## **CORRESPONDENCE**

## **BOARD/SUPERINTENDENT ANNOUNCEMENTS**

## **SPECIAL PRESENTATIONS** Capital Project

## **APPROVAL OF MINUTES** December 1, 2011

## **NEW BUSINESS** Construction Contract Addendum

**Financial Statements:** On a motion by Vice President David Wilens and seconded by Trustee Fred Rickles the Board of Education voted and accepted the Claims Audit Report of October 2011 and Cash Disbursement Schedule #5. The motion was unanimously passed (5-0).

**FINANCIAL STATEMENTS**  
Claims Audit Report – Oct.  
2011 / Cash Disbursement  
Schedule #5

**External Audit Report:** On a motion by Trustee Fred Rickles and seconded by Vice President David Wilens the Board of Education voted and approved the following resolution. The motion was unanimously passed (5-0).

**NEW BUSINESS**  
External Audit Report

BE IT RESOLVED, that the Board of Education of the Pocantico Hills Central School District hereby accepts the Pocantico Hills Central School District Report on Audited Financial Statements and Supplementary Information for the 2010-2011 school year, the Pocantico Hills Central School District on Audited Financial Statements for the Extra Classroom Activity Fund, and the Single Audit Report for the 2010-2011 school year prepared by R.S. Abrams & Co. LLP.

**Corrective Action Plan:** On a motion by Trustee Fred Rickles and seconded by Trustee Joan Cusanelli the Board of Education voted and accepted the following resolution. The motion was unanimously passed (5-0).

Corrective Action Plan

BE IT RESOLVED, that the Pocantico Hills Central School District Board of Education hereby approves the Corrective Action Plan in response to the 2010-2011 audit management letter.

**Contract for Educational Services:** On a motion by Trustee Emily Segal and seconded by Vice President David Wilens the Board of Education voted and approved by consent agenda the following resolution. The motion was unanimously passed (5-0).

Contract for Educational  
Services

BE IT RESOLVED, that it is hereby moved that the Board of Education of the Pocantico Hills Central School District at Sleepy Hollow, New York approve the 2011-2012 contract for Educational Services with the Pleasantville UFSD to provide basic Special Education instructional services such as individual/group speech, occupational therapy, physical therapy, family training, counseling, etc. in the modified program at Pleasantville Middle School for the 2011-2012 school year for the following students: ID#'s 18883, 18903, 14474, 14475, 14641, 18875, 040809, 050809, 010809, and 021112.

BE IT FURTHER RESOLVED, that the Superintendent Dr. Valencia Douglas is hereby authorized to execute the contract for Special Educational Services for the 2011-2012 school year between the Pleasantville Union Free School District and the Pocantico Hills Central School District.

**Contract for CSE Services:** On a motion by Trustee Joan Cusanelli and seconded by Trustee Fred Rickles the Board of Education voted and approved the following resolution. The motion was unanimously passed (5-0).

Contract for CSE Services

BE IT RESOLVED, that it is hereby moved that the Board of Education of the Pocantico Hills Central School District at Sleepy Hollow, New York approve the 2011-2012 contract for Educational Services with the Pleasantville UFSD to provide CSE services for two students for an annual

sum of \$5,000 each, as per the attached agreements.

BE IT FURTHER RESOLVED, that the Superintendent Dr. Valencia Douglas is hereby authorized to execute the contracts for CSE Services for the 2011-2012 school year between the Pleasantville UFSD and the Pocantico Hills Central School District.

**Fire Safety Report:** On a motion by Trustee Fred Rickles and seconded by Trustee Emily Segal the Board of Education voted and accepted the following resolution. The motion was unanimously passed (5-0). Fire Safety Report

BE IT RESOLVED, that the Pocantico Hills Board of Education hereby accepts the Annual Fire Safety report prepared on November 29, 2011 by Richard L. Gallagher, Code Enforcement Official.

**Appointments:** On a motion by Trustee Emily Segal and seconded by Trustee Fred Rickles the Board of Education voted and approved the following appointment. The motion was unanimously passed (5-0). **PERSONNEL**  
Appointments

Name: Laura Hansen  
Title: Assistant Camp Director  
Rate: \$8,015  
Term: December 14, 2011 – December 13, 2012

On a motion by Trustee Joan Cusanelli and seconded by Trustee Fred Rickles the Board of Education voted and approved the following appointment. The motion was unanimously passed (5-0).

Name: Sharon Rubeo  
Title: Camp Secretary  
Rate: \$17.61/hour  
Term: December 14, 2011 – December 13, 2012

On a motion by Trustee Fred Rickles and seconded by Trustee Emily Segal the Board of Education voted and approved the following appointment. The motion was passed 3 yes and 2 no (Vice President David Wilens and Trustee Joan Cusanelli).

Name: Sharon Rubeo  
Title: Athletic Supervisor  
Rate: \$17.61/hour – 1 session is equal to 1 ¾ hours  
Term: 10 sessions (Fall only)

On a motion by Trustee Joan Cusanelli and seconded by Vice President David Wilens the Board of Education voted and approved the following appointments by consent. The motion was unanimously passed (5-0).

**2011-2012 Mentors:**  
Rate: \$75.00/session for up to 14 sessions  
Name: Stephanie Di Martino

Rate: \$75.00/session for up to 14 sessions  
Name: Amie Doane

Rate: \$75.00/session for up to 14 sessions

Name: Madeline McDougal

**Discussion/Planning for Future Meetings:** The next Board of Education meeting will be held on Tuesday, January 10 at 8:00 p.m.

**DISCUSSION/PLANNING  
FOR FUTURE MEETINGS**

**Adjournment of Executive Session and Discussion Meeting:** There being no further business, on a motion by Trustee Fred Rickles and seconded by Trustee Emily Segal the Board of Education adjourned the Business Meeting at 9:45 p.m. The motion was unanimously passed (5-0).

**ADJOURNMENT OF  
BUSINESS MEETING**

Respectfully submitted,  
Gina L. Downes  
District Clerk

\_\_\_\_\_  
John Conrad, School Board President

Date: \_\_\_\_\_

\_\_\_\_\_  
Gina L. Downes, District Clerk

Date: \_\_\_\_\_