

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

Regular Meeting  
Tuesday, August 23, 2011

The Regular Meeting of the Board of Education of the Pocantico Hills Central School District was held on Tuesday, August 23 at 7:03 p.m. in the school Library, Bedford Road, Sleepy Hollow, New York.

On a motion by Trustee Joan Cusanelli and seconded by Trustee Emily Segal the Board of Education opened the regular meeting at 7:03 p.m. The motion was unanimously passed (4-0). **REGULAR MEETING**

On a motion by Trustee Emily Segal and seconded by Trustee Joan Cusanelli the Board of Education nominated and elected Jay Scotto-Friedman as Clerk Pro Tem for the August 23, 2011 Board of Education Meeting. The motion was unanimously passed (4-0). **CLERK PRO TEM**

On a motion by Trustee Joan Cusanelli and seconded by Trustee Emily Segal the Board of Education called the Executive Session to order at 7:04 p.m. to discuss collective negotiations pursuant to Article 14 of the Civil Service Law. The motion was unanimously passed (4-0). **EXECUTIVE SESSION**

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

Also Present: Dr. Valencia Douglas, Superintendent  
Jay Scotto-Friedman, Assistant Superintendent

Absent: David Wilens, Vice President

On a motion by Trustee Fred Rickles and seconded by Trustee Emily Segal the Board of Education adjourned the Executive Session at 8:05 p.m. The motion was unanimously passed (4-0). **ADJOURNMENT OF EXECUTIVE SESSION**

With no objection from the Board, President John Conrad called the Regular meeting to order at 8:10 p.m. **REGULAR MEETING**

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

Also Present: Valencia F. Douglas, Superintendent  
Jay Scotto-Friedman, Interim Superintendent

Absent: David Wilens, Vice President

**Hearing From Those Present:** A resident commented on “Home Pages”.

**HEARING FROM THOSE PRESENT**

A resident commented on the new pool and requesting that the new pool director could prepare a list of (10) common complaints: with rational, stairs, locked gate etc.

The community was advised that the District intends to reconvene the pool committee to review pool operation for 2011 in preparation for 2012.

**Correspondence:** There was no correspondence.

**CORRESPONDENCE**

**Board/Superintendent Announcements:** Superintendent Valencia Douglas and Assistant Superintendent Jay Scotto-Friedman gave an update on the bathroom reconstruction project and timeline.

**BOARD/SUPERINTENDENT ANNOUNCEMENTS**

**APPR:** The Board of Education received a brief presentation on the new APPR model from Laura Garrido (5<sup>th</sup> & 6<sup>th</sup> grade social studies teacher), Sheila Stanton (music teacher), and Dr. Valencia Douglas (Superintendent).

**SPECIAL PRESENTATION APPR**

**Strategic Plan Update:** The Board of Education received a brief update on the Strategic Plan from Art Clark, Consultant.

Strategic Plan Update

**Appointments:** On a motion by Trustee Fred Rickles and seconded by Trustee Joan Cusanelli the Board of Education voted and approved the following appointment. The motion was unanimously passed (4-0).

**PERSONNEL Appointments**

Name:	Ilana Brenan
Title/Certification	Family & Consumer Science, Elementary Pre K-6
Effective Date:	September 1, 2011 – June 30, 2012
Salary:	MA 60 Step 3 \$77,278 prorated
FTE:	.5

**Denial of clearance or conditional clearance from the Commissioner of Education shall result in immediate termination of employment for the appointments listed above.**

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 (4-0).

Name:	Katlin N. Rodriguez
Title	Teaching Assistant
Effective Date:	September 1, 2011
Salary:	Step 1 \$30,693
FTE:	1.0

This is a three year probationary appointment effective September 1, 2011 – August 31, 2014.

**Denial of clearance or conditional clearance from the Commissioner of Education shall result in immediate termination of employment for the appointments listed above.**

On a motion by Trustee Fred Rickles and seconded by Trustee Joan Cusanelli the Board of Education voted and approved the following appointment. The motion was unanimously passed (4-0).

Name: Michele Tarchine  
Title: Teaching Assistant  
Effective Date: September 1, 2011 – June 30, 2012  
Salary: Step 1 \$30,693 Prorated  
FTE: .4

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 unanimously passed (4-0).

Name: Eleanora J. Smith  
Title/Certification: Primary Reading Specialist/Literacy K-12  
Effective Date: September 1, 2011 – January 6, 2012  
Salary: MA Step 1 \$61,290 prorated  
FTE: 1.0 for term of employment

**Denial of clearance or conditional clearance from the Commissioner of Education shall result in immediate termination of employment for the appointments listed above.**

BE IT FURTHER RESOLVED, that Eleanora J. Smith is hereby appointed as a Primary Reading Specialist grades K-12, as a long-term leave replacement during the absence of Nicole Marples, effective September 1, 2011 through January 6, 2012.

**Denial of Clearance or conditional clearance from the Commissioner of Education shall result in immediate termination of employment for the appointment listed above.**

On a motion by Trustee Fred Rickles and seconded by Trustee Joan Cusanelli the Board of Education voted and approved the following substitute teachers for the 2011-2012 school year at \$90.00 per day. The motion was unanimously passed (4-0).

Judy Bowen  
Catherine Burkard  
Christina Clarke  
Jessica Cosentino  
Kristen DeCandido  
Dana Finsmith  
Laura Hansen  
Dianna Langdon  
Brittany Martin  
Ryan McIntyre  
Silvia Meister  
Donna Nava  
Megan Polansky  
Gina Policastro  
Cristina Ricardo

Peter Rubeo  
Stephanie Rudner  
Jane Shemin  
Anjuli Singh

On a motion by Trustee Fred Rickles and seconded by Trustee Joan Cusanelli the Board of Education voted and approved the following appointments. The motion was unanimously passed (4-0).

Name: Jessica Smith  
Title Teaching Aide  
Assignment Grade 7/8  
Effective Date: September 1, 2011 – June 30, 2012  
Salary: \$112.54/day  
FTE: 1.0

Name: Angel Ruggiero  
Title Teaching Aide  
Assignment Grade 5/6  
Effective Date: September 1, 2011 – June 30, 2012  
Salary: \$112.54/day  
FTE: 1.0

Name: Dawn Horecky  
Title Teaching Aide  
Assignment Grade 2R  
Effective Date: September 1, 2011 – June 30, 2012  
Salary: \$112.54/day  
FTE: 1.0

Name: Sana Fanek  
Title Teaching Aide  
Assignment Grade 3L  
Effective Date: September 1, 2011 – June 30, 2012  
Salary: \$112.54/day  
FTE: 1.0

**Approval of Minutes:** On a motion by Trustee Emily Segal and seconded by Trustee Fred Rickles the Board of Education voted and approved by consent agenda the July 6, 2011 Regular and Re-Organization Meeting minutes and the July 26, 2011 Special Meeting minutes as amended. The motion was unanimously passed (4-0).

**APPROVAL OF MINUTES**  
July 6, 2011 (Regular and Re-Organization Meeting)  
July 26, 2011 (Special Meeting)

**Financial Reports:** On a motion by Trustee Joan Cusanelli and seconded by Trustee Fred Rickles the Board of Education voted and accepted the Claims Auditor Report for April-June 2011 and the Treasurers Report for June 2011. The motion was unanimously passed (4-0).

**FINANCIAL REPORTS**  
Claims Auditor Report – April-June 2011  
Treasurers Report – June 2011

**APPR Plan 2011-2012:** On a motion by Trustee Emily Segal and seconded by Trustee Fred Rickles the Board of Education voted and approved the following resolution. The motion was unanimously passed (4-0).

**NEW BUSINESS**  
APPR Plan 2011-2012

BE IT RESOLVED that the Board of Education hereby adopts the District's 2011-2012 Annual Professional Performance Review (APPR) Plan

Document as presented to the Board at this meeting, August 23, 2011.

**Board of Education Liaisons:** The Board of Education postponed the selection of Board Trustee liaisons to the next meeting (September 7, 2011).

Board of Education Liaisons

**Committee on Special Education:** On a motion by Trustee Emily Segal and seconded by Trustee Joan Cusanelli the Board of Education voted and approved the following recommendations from the Committee on Special Education. The motion was unanimously passed (4-0). Student ID's #12508 and 2003702.

Committee on Special Education

**403(b) Professional Review, Administrative and IRS Tax Compliance Services:** On a motion by Trustee Fred Rickles and seconded by Trustee Emily Segal the Board of Education voted and approved the following resolution. The motion was unanimously passed (4-0).

403(b) Professional Review, Administrative and IRS Tax Compliance 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 renewal services agreement between Pocantico Hills CSD and The Omni Group for the provision of professional review, administrative and IRS tax-compliant services for the District's 403(b) program as specified in the attached contract.

**BE IT FURTHER RESOLVED**, that the Assistant Superintendent is hereby authorized to execute the renewal services agreement for professional review, administrative and IRS tax-compliant services for the District's 403(b) program between The Omni Group and the Pocantico Hills Central School District.

**2011-2012 Transportation Contracts:** 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 (4-0).

2011-2012 Transportation Contracts

**BE IT RESOLVED**, that the Transportation Contracts for 2011-2012 between Southern Westchester BOCES and the Pocantico Hills Central School District are approved in the amounts of \$379,160.

**BE IT FURTHER RESOLVED**, that the Pocantico Hills Board of Education president, John Conrad is authorized to execute the Transportation Contracts on behalf of the Pocantico Hills Central School District.

**2011-2012 Summer Transportation Contract:** On a motion by Trustee Emily Segal and seconded by Trustee Fred Rickles the Board of Education voted and approved the following resolution. The motion was unanimously passed (4-0).

2011-2012 Summer Transportation Contract

**BE IT RESOLVED**, that the Summer Transportation Contract for 2011 Special Services Transportation between Southern Westchester BOCES and the Pocantico Hills Central School District is approved in the amount of \$5,408

**BE IT FURTHER RESOLVED**, that the School Board President Mr. John Conrad is authorized to execute Summer Transportation Contract for 2011

Special Services Transportation between Southern Westchester BOCES and the Pocantico Hills Central School District the on behalf of the Pocantico Hills Central School District.

**WIHD:** On a motion by Trustee Fred Rickles and seconded by Trustee Joan Cusanelli the Board of Education voted and approved the following resolution. The motion was unanimously passed (4-0). WIHD

**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 attached proposal dated July 30, 2011 from the Westchester Institute for Human Development;

**BE IT FURTHER RESOLVED**, that the Pocantico Hills Central School District Board of Education approve a contract to be reviewed by the District's legal counsel; and

**BE IT FURTHER RESOLVED**, that the Assistant Superintendent is hereby authorized to execute the contract between the Westchester Institute for Human Development and the Pocantico Hills Central School District.

**Re-advertisement of Bids:** On a motion by Trustee Joan Cusanelli and seconded by Trustee Emily Segal the Board of Education voted and approved the following resolution. The motion was unanimously passed (4-0). Re-advertisement of Bids

BE IT RESOLVED, that bids for Paper and Milk were advertised, and no bids were received on August 18, 2011, the Pocantico Hills Board of Education hereby authorizes the re-advertisement of said bids.

**Cafeteria Bid:** On a motion by Trustee Fred Rickles and Seconded by Trustee Joan Cusanelli the Board of Education voted and approved the following resolution. The motion was unanimously passed (4-0). Cafeteria Bid

**BE IT RESOLVED**, that item numbers DB1, DB2, DB3, DB4, DB5, DB6, DB7, DB8, DB9, DB11, DB12, DB14, DB15, DB16, DB18, DB19, DB21, DB23, and DB24 of the 2011-2012 Deli Bid are awarded to the lowest responsible bidder meeting specifications Feldman Foods, Inc. 2154 Albany Post Road Montrose NY 10548.

**BE IT FURTHER RESOLVED**, that item numbers DB10, DB13, DB15, DB17, DB20, and DB22 are not awarded.

**Construction Manager Additional Fees:** On a motion by Trustee Emily Segal and seconded by Trustee Joan Cusanelli the Board of Education voted and approved the following resolution. The motion was unanimously passed (4-0). Construction Manager Additional Fees

**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 authorize the payment of additional fees to Savin Engineers, P.C. for their services in connection with the reconstruction of the window, toilet and tennis court reconstruction projects, totaling \$67,900.

**BE IT FURTHER RESOLVED**, that it is hereby moved that the Board of

Education of the Pocantico Hills Central School District at Sleepy Hollow, New York authorize Mr. Jay Scotto-Friedman to execute the proposal for project services-2011 capital projects between the Pocantico Hills CSD and Savin Engineers, P.C. for their services in connection with the reconstruction of the window, toilet and tennis court reconstruction projects, totaling \$67,900.

**Appointment of Private Investigation Firm:** On a motion be Trustee Fred Rickles and seconded by Trustee Joan Cusanelli the Board of Education voted and approved the following resolution. The motion was unanimously passed (4-0).

Appointment of Private Investigation Firm

**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 appoint Lydecker Investigations, Inc for the 2011-2012 school year to conduct residency and other investigations as they may arise at the rate of \$65.00 per hours plus out of pocket expenses subject to the execution of an agreement prepared by the District's legal counsel.

**BE IT FURTHER RESOLVED**, that the Assistant Superintendent, Mr. Jay Scotto-Friedman is hereby authorized to execute the Consultant Agreement between the Pocantico Hills CSD and Lydecker Investigations for the 2011-2012 school year.

**2011-2012 Contract for Speech & Language Therapy Services:** On a motion by Trustee Joan Cusanelli and Trustee Emily Segal the Board of Education voted and approved the following resolution. The motion was unanimously passed (4-0).

2011-2012 Contract for Speech & Language Therapy 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 rate schedule as attached, and

**BE IT FURTHER RESOLVED**, that the contract is hereby approved between Pocantico Hills CSD and Donna Klein & Associates for the provision of Physical Therapy Services pending review by District Counsel; and

**BE IT FURTHER RESOLVED**, that the Assistant Superintendent is hereby authorized to execute the contract for Physical Therapy Services to be provided to district students with special needs for the 2011-2012 school year by Donna Klein & Associates.

**Contract for Educational Services:** On a motion by Trustee Fred Rickles and seconded by Trustee Emily Segal the Board of Education voted and approved the following resolution. The motion was unanimously passed (4-0).

Contract for Education 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 between Pocantico Hills CSD and the Ardsley UFSD for the placement of one student in the Ardsley Summer School Educational Services program at a rate set by the New York State Education Department.

**BE IT FURTHER RESOLVED**, that the Assistant Superintendent is hereby authorized to execute the attached contract for Summer School Educational Services for the 2011-2012 school between the Ardsley UFSD, and the Pocantico Hills Central School District.

**2011-2012 Swimming Pool Hours:** No motion on the table.

2011-2012 Swimming Pool Hours

**2011-2012 Non-Resident Tuition Rate:** On a motion by Trustee Emily Segal and seconded by Trustee Joan Cusanelli the Board of Education voted and approved the following resolution. The motion was unanimously passed (4-0).

2011-2012 Non-Resident Tuition Rate

**BE IT RESOLVED**, That upon the recommendation of the Superintendent of Schools the non-resident tuition rate for the 2011-2012 school year for all non resident students enrolled in Pocantico for the 2011-2012 school year pursuant to board policy # 5152 shall pay the following rate:

Pre K & K	\$5,825
Grade 1-5	\$7,939
Grade 6-8	\$8,420

**BE IT ALSO RESOLVED**, That upon the recommendation of the Superintendent of Schools the non resident tuition rate for 2011-2012 school year for all non resident students newly enrolled for the 2011-2012 school year pursuant to board policy # 5152 shall pay the following rate:

Pre K -6	\$25,480
Grade 7-8	\$73,032

The tuition rate presented above reflects the 2009-2010 Actual Non-Resident Tuition rate and is subject to change.

**Change Orders:** On a motion by Trustee Emily Segal and seconded by Trustee Joan Cusanelli the Board of Education voted and approved the following resolution. The motion was unanimously passed (4-0).

Change Orders

BE IT RESOLVED, that the Board of Education approve the change orders for the reconstruction project contracts awarded on November 9, 2009 as follows:

Contractors	Original Contract	Prior Change Order	Current Change Order	New Contract Amount
1. Sisca	\$5,155,023	\$383,245.06	\$19,800	\$5,558,068.06

Change order GC-43 provides for the installation of a stone veneer and precast cap at existing footing of pool room, relocation of light poles in accordance with architectural sketches outside of pool deck, new stone veneer at face of overhang of pump room slab, modification of main drains to meet VGB law and new code, and trenching for relocated light poles at hillside.

2. Foremost	\$1,279,300	\$866,778.31	\$12,500	\$2,158,578.31
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Change order EC-58 required to install complete pool security system conduit.

3. Foremost \$1,279,300 \$879,278.31 \$15,700 \$2,174,278.31

Change order EC-59 required to repair corridor E fire alarm, install wiring in boiler room for existing hot water heater, and new hot water heater, and electrical supply wiring for storage room b115 a/c split system, and electrical supply wiring for server a/c split systems.

4. Pearl River \$460,000 \$109,229.90 \$18,000 \$587,229.90

Change order PC23 required to insulate domestic hot water piping, core drill for piping connection from sump pit to new trench drain and for replacement of existing domestic hot water heater, located in old Boiler room.

5. Pearl River \$460,000 \$134,619.90 \$23,300 \$617,919.90

Change order PC24 required to relocate 1” water line supply eyewash in room E229, remove and replace deteriorated sanitary piping in 1931 building, install 4” discharge piping in pool mechanical room, temporarily install 2” threaded tap on domestic supply line to pool mechanical room, and install sink, faucet, fountain in kindergarten.

6. Pearl River \$460,000 \$157,919.90 \$50,000 \$667,919.90

Change order PC25 required to install RPZ valve and platform stand in swimming pool mechanical pump room, additional work needed for the fuel oil system, and exploration of damage and subsequent repair to existing collapsed underground force main piping.

BE IT FURTHER RESOLVED that the Board of Education authorizes Jay Scotto-Friedman to execute the Change Orders listed above on behalf of the Pocantico Hills Board of Education.

**School Lunch Prices:** On a motion by Trustee Emily Segal and seconded by Trustee Fred Rickles the Board of Education postponed this agenda item to January 2012.

School Lunch Prices

**Discussion/Planning for Future Meetings:** The next Board of Education meeting will be held on Wednesday, September 7 at 8:00 p.m.

**DISCUSSION/PLANNING FOR FUTURE MEETINGS**

There will be a discussion at the next Board meeting on a date for the Board Retreat in November.

Trustee Joan Cusanelli requested a meeting at the condominium recreation hall be held.

**Adjournment:** On a motion by Trustee Emily Segal and seconded by Trustee Joan Cusanelli the Board of Education adjourned the Regular Meeting at 10:32 p.m. The motion was unanimously passed (4-0).

**ADJOURNMENT**

Respectfully submitted,  
Gina L. Downes  
District Clerk

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

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

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

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