

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

Discussion Meeting
Tuesday, January 10, 2012

The Discussion Meeting of the Board of Education of the Pocantico Hills Central School District was held on Tuesday, January 10 at 7:03 p.m. in the school Library, Bedford Road, Sleepy Hollow, New York.

On a motion by Trustee Fred Rickles and seconded by Trustee Emily Segal the Board of Education called the Discussion Meeting to order at 7:03 p.m. The motion was passed (4-0).

CALL TO ORDER

On a motion by Trustee Fred Rickles and seconded by Vice President David Wilens the Board of Education moved to Executive Session at 7:04 p.m. to discuss contract negotiations regarding a particular individual. The motion was passed (4-0).

EXECUTIVE SESSION

Present: John Conrad, President
 David Wilens, Vice President
 Joan Cusanelli, Trustee (arrived at 7:35 p.m.)
 Fred Rickles, Trustee
 Emily Segal, Trustee

ROLL CALL

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

On a motion by Trustee Fred Rickles and seconded by Trustee Emily Segal the Board of Education adjourned the Executive Session at 8:06 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 David Wilens.

**PLEDGE OF
ALLEGIANCE**

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

ROLL CALL

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

Hearing from those Present: There were no comments from the community.

**HEARING FROM
THOSE PRESENT**

Correspondence: District Clerk, Gina Downes, read four thank you letters from Dr. Valencia Douglas, Jo Ann Doran, Mary McIntyre and the Pocantico Hills Teacher's Association for the wonderful holiday breakfast provided to the entire staff on December 22nd.

CORRESPONDENCE

Board/Superintendent Announcements: Superintendent Douglas announced the success of our Reading initiative. Principal Steele announced that the PTA and Foundation will be co-sponsoring a pizza and open gym night on Friday, January 27th to end the event and will be raffling off Kindles. So far the students have read 127,000 minutes; the parents have read 77,000 minutes and the teachers have read 45,000 minutes.

BOARD/SUPERINTENDENT ANNOUNCEMENTS

The 2nd Annual Geography Bee is scheduled for Wednesday, January 11 at 1:15 in the Auditorium. Thank you to Adam Brown and Laura Garrido for pulling it together. It should be a great event.

The schedule for middle school midterms have been given to all parents.

President John Conrad wanted to thank those committee members who attended the January 9th Communication Plan meeting for the property tax cap legislation. The committee is comprised of administrators, community members, and teachers. The next meeting is scheduled for Wednesday, February 15th.

Approval of Minutes: On a motion by Trustee Emily Segal and seconded by Trustee Joan Cusanelli the Board of Education voted and approved the minutes of the December 13, 2011 Business Meeting as amended. The motion was unanimously passed (5-0).

**APPROVAL OF MINUTES
December 13, 2011**

Policy Review: On a motion by Trustee Fred Rickles and seconded by Trustee Joan Cusanelli the Board of Education voted and approved Policy #9270.1. The motion was unanimously passed (5-0).

**OLD BUSINESS
Policy Review**

Policy 5420 – Student Health Services, Policy 5500 – Student Records and Policy 5710 – Violent or Disruptive Incident Reporting will be brought back for a fourth reading on January 24, 2012.

Recess: The Board of Education took a brief recess at 9:24 p.m. The meeting reconvened at 9:30 p.m.

RECESS

Standard Workday Reporting: On a motion by Trustee Emily Segal 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
Standard Workday Reporting**

BE IT RESOLVED, that the Board of Education of the Pocantico Hills Central School District hereby establishes the following as standard work days for appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based upon the employer time keeping system maintained and submitted by these officials to the District Clerk.

Title: District Clerk
Name: Gina Downes
Social Security Number: xxx-xx-xxxx
Registration Number: xxxxxxxx
Standard Work Day (Hrs/Day): 7.5

Term Begins/Ends: 07/01/2011 – 06/30/12
 Participates in Employer’s Time Keeping Systems: Yes
 Days/Month: N/A
 Tier 1: N/A

Title: District Treasurer
 Name: Jane Walter
 Social Security Number: xxx-xx-xxxx
 Registration Number: xxxxxxxx
 Standard Work Day (Hrs/Day): 7
 Term Begins/Ends: 07-01-2011 – 06/30/12
 Participates in Employer’s Time Keeping Systems: Yes
 Days/Month: N/A
 Tier 1: N/A

Tax Certiorari Refund: 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). Tax Certiorari Refund

WHEREAS, the Pocantico Hills Central School District, with respect to the following properties, has previously approved settlements of tax certiorari proceedings regarding the following properties:

Property Owner	Address/Description	Year(s)
MACK-CALI/ MID-WEST. REALTY	5 Skyline Drive - Tax ID: 116.8-1-10	2010

WHEREAS, the settlement was expected to be processed in time so that the School District would not owe refunds on the 2010 assessment reduction (2011-12 School taxes); and

WHEREAS, the Court order was duly issued and served on this settlement; and

WHEREAS, the Town of Mount Pleasant failed to reduce the 2010 assessment, in accordance with the Court order; and

WHEREAS, the 2011-12 School tax bill was issued on the original assessment, rather than on the reduced assessment, as anticipated; and

WHEREAS, the terms of the Court order are that refunds of taxes are owed when the taxes were paid on the original assessment, rather than the reduced assessment; and

WHEREAS, accordingly, the School District now owes a refund of School taxes on the 2010 assessment reduction;

NOW THEREFORE BE IT RESOLVED, that the School District is hereby authorized to make a refund of 2011-12 School taxes, as follows:

Year	Original AV	Reduced AV	AV Reduction	School District Tax Rate	School District Refund
2010	330,300	205,200	125,100	\$ 601.4300440	\$ 75,238.90

The total refund of School District taxes will amount to \$75,238.90±.

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

Award of BAN

BE IT RESOLVED THAT, the Board of Education award the sale of Bond Anticipation Notes for the purchase of two school buses approved by community vote on May 17, 2011 in the amount of \$152,000 to J.P. Morgan Chase Bank as follows:

	<u>Principal Amount</u>	<u>Interest Rate</u>	<u>Maturity Date</u>
J.P. Morgan Chase Bank	\$152,000	1.53%	One Year (1/11/13)

Corrective Action Plan: On a motion by Vice President David Wilens and seconded by Trustee Emily Segal the Board of Education voted and approved 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 Federal Single Audit management letter.

2012 Summer Camp Dates: 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).

2012 Summer Camp Dates

BE IT RESOLVED, that the Pocantico Hills Central School District Board of Education hereby approves the dates for the summer day camp program for 2012 as follows:

Begin Date: Monday, July 2, 2012
End Date: Friday, August 10, 2012

Summer Day Camp Rates: On a motion by Vice President David Wilens and seconded by Trustee Emily Segal the Board of Education voted and approved the following resolution as amended. The motion was unanimously passed (5-0).

Summer Day Camp Rates

BE IT RESOLVED, that the summer day camp rates for 2012 are approved by the Pocantico Hills Central School District Board of Education as follows:

District Resident (and employees)

1st child - \$890.00
2nd child - \$825.00
Each additional child - \$725.00

Grand Child of Resident

Each child - \$1,200.00

Non-Residents

1st child - \$2,345.00
2nd child - \$2,175.00
Each additional child - \$320.00

Scholarship – Reduced Tuition Students

Each child \$395.00

Scholarship – Free Tuition Students

Each child \$ -0-

To be eligible for the scholarship rates listed above the resident student must be eligible to receive the applicable Free or Reduced priced lunch, as approved in the prior school year.

Late Registration

A 50% Non refundable deposit required by May 4, 2012 to avoid late registration penalty, and remaining balance due within 30 days to continue to avoid late fee penalty.

District Resident (and employees)

1st child - \$940.00

2nd child - \$875.00

Each additional child - \$775.00

Grand Child of Resident

Each child - \$1,250.00

Non-Residents

1st child - \$2,395.00

2nd child - \$2,225.00

Each additional child - \$370.00

Activity Fee

An activity fee will be collected in addition to the registration fee, prior to the camp season. This will cover all class trips and the camp fair. Activity fees shall not be prorated for abbreviated camp programs or absences.

\$ 50 Pre K, K, 1st and 2nd Grades

\$140 3rd and 4th Grades

\$140 5th Grade

\$175 6th Grade

Teens Program- Fees will be collected throughout the camp season.

	Resident (Employee)	Non Resident
Three Week Program	\$535	\$1,500
Four Week Program	\$685	\$2,100
Five Week Program	\$835	\$2,300

2012 Summer Camp Pre and Post Supervision Rates: On a motion by Vice President David Wilens and seconded by Trustee Joan Cusanelli the Board of Education voted and approved the following resolution. The motion was unanimously passed (5-0).

2012 Summer Camp Pre and Post Supervision Rates

BE IT RESOLVED, that the Pre and Post supervision rate for the 2012 summer day camp rates are approved by the Pocantico Hills Central School District Board of Education as follows:

<u>Time of Day</u>	<u>Rate</u>
Pre: 8:00 -9:00 a.m.	\$160.00
Post: 3:00 – 5:00 p.m	\$125.00
Both. Pre and Post	\$250.00

1. Payment for supervision must be paid on or before the first day of summer camp.
2. No refunds or proration of fee.
3. No transportation will be provided.
4. Fee for Resident and Non Resident are the same
5. Campers can pay for a higher level of service, but cannot reduce the level of service for a refund.

Permit Renewal

Permit Renewal: 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 (5-0).

BE IT RESOLVED, that the Board of Education of the Pocantico Hills Central School District with offices at 599 Bedford Road Sleepy Hollow, NY 10591, hereby authorizes Jay Scotto-Friedman to execute and deliver to the Westchester County Department of Health, for and on behalf of said school district, an application for a permit to operate a food service establishment, to execute and deliver any and all additional documents which may be appropriate or desirable in connection therewith.

ELO Winter Program

ELO Winter Program: On a motion by Vice President David Wilens and seconded by Trustee Joan Cusanelli the agenda item ELO Winter Program has been postponed to the January 24, 2012 Board of Education meeting. The motion was unanimously passed (5-0).

Appointments: 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 4 yes and 1 no (Trustee Joan Cusanelli).

PERSONNEL
Appointments

Name: Marcia Finsmith
Title: Athletic Chaperone
Rate: \$17.61/hour
Term: January 11, 2012 – February 13, 2012

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 (5-0).

Name: Eleanora Smith
Title: Day-to-Day Substitute
Rate: \$90 per day
Term: January 9, 2012 – June 30, 2012

On a motion by Vice President David Wilens and seconded by Trustee Joan Cusanelli the Board of Education moved to Executive Session to discuss a personnel matters of a particular individual at 10:25 p.m. The motion was unanimously passed (5-0).

**ADJOURN TO
EXECUTIVE SESSION**

On a motion by Trustee Fred Rickles and seconded by Trustee Emily Segal the Board of Education returned to the Discussion Meeting at 10:40 p.m. The motion was unanimously passed (5-0).

**RETURN TO
DISCUSSION
MEETING**

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 (5-0).

Name: Ronda Perfito
Title: Teacher's Aide
Rate: \$112.54 per day
Term: January 9, 2012 – June 30, 2012

President John Conrad requested a motion for the appointments of two Assistant Camp Directors at a rate of \$9,000 per Assistant Camp Director for the term December 14, 2011 through December 13, 2012. There was no motion; therefore the motion failed at the table.

Child Rearing Leave

Child Rearing Leave: On a motion by Vice President David Wilens and seconded by Trustee Joan Cusanelli the Board of Education voted and approved to postpone the approval of child rearing leave to the January 24, 2012 Board of Education meeting. The motion was unanimously passed (5-0).

Discussion/Planning for Future Meetings: The next Board of Education meeting will be held on Tuesday, January 24 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 Joan Cusanelli and seconded by Trustee Emily Segal the Board of Education adjourned the Discussion Meeting at 11:15 p.m. The motion was unanimously passed (5-0).

**ADJOURNMENT OF
DISCUSSION
MEETING**

Respectfully submitted,
Gina L. Downes
District Clerk

John Conrad, School Board President

Date: _____

Gina L. Downes, District Clerk

Date: _____