

Business Meeting Minutes – July 13, 2006

BOARD OF EDUCATION: Tina Mackay, President PRESENT
Guy Cohen, Vice President
Trustees Mary Maus, Frank Reale and
Marie Zarcone

ADMINISTRATORS: Gary Tutty, Superintendent of Schools
Dr. Barbara Fuchs, Assistant Superintendent
for Curriculum and Instruction
Paul Lee, Assistant Superintendent for
Business and Finance
Raymond Cooper, High School Principal
Edward Hallisey, Middle School Principal
Jamie Edelman, Elementary School Principal
Nick Bellantoni, Director of Operations
L. James Stowell, Director of Special Education
and Student Services
Peter Kuczma, Athletic Director

OTHERS: Reporter from the Putnam County News, staff
from the Putnam Valley School District and
community members

Ms. Tina Mackay convened the Business Meeting at 7:25 p.m.

CONVENE
MEETING

On motion of Mr. Reale, seconded by Ms. Maus, it was resolved, to approve the minutes of the Work Session/Business Meeting of June 1, 2006, the Budget Hearing/Business Meeting of June 13, 2006, the Business Meeting of June 15, 2006 and the Business Meeting of June 20, 2006.

APPROVE
MINUTES

Ms. Mackay asked that a correction be made to the minutes of the June 1, 2006 Work Session/Business Meeting. It was so noted and corrected.

APPROVE
MINUTES
07/23

On motion of Mr. Reale, seconded by Ms. Maus, it was resolved, to approve the corrected minutes of the Work Session/Business Meeting of June 1, 2006, the Budget Hearing/Business Meeting of June 13, 2006, the Business Meeting of June 15, 2006 and the Business Meeting of June 20, 2006. Motion carried unanimously.

Ms. Mackay announced the Treasurer's Report for May was posted in the Business Office and available for anyone wishing a copy.

Mr. Nick Bellantoni, Director of Operations, updated the Board and community on summer maintenance work in the schools.

Mr. Paul Lee, Assistant Superintendent for Business and Finance, updated the Board on the District's fund balance.

Dr. Barbara Fuchs, Assistant Superintendent for Curriculum and Instruction, updated the Board on summer curriculum work, mentoring for new teachers and new staff orientation.

Mr. Edward Hallisey, Middle School Principal, and Mr. Raymond Cooper, High School Principal, reviewed regents results and graduation rates.

Ms. Jamie Edelman, Elementary School Principal, updated the Board on staffing at the Elementary School. The process has been started to hire an instrumental music teacher; enrollment for Kindergarten was 20 children per class for A.M. and 18 children per class for P.M. Ms. Edelman also updated the Board on new staff orientation plans and the Kindergarten orientation.

Mr. James Stowell, Director of Special Education and Student Services updated the Board on the summer Extended School Year Program and the AIS Program.

Mr. Peter Kuczma, Athletic Director, updated the Board on field area, enrollment figures for summer camps and projected enrollment for fall sports.

Ms. Mackay spoke about suggested accountability measures and how certain areas could be reported on during the year at Board meetings.

Ms. Tina Mackay asked for public contribution on agenda items.

On motion of Ms. Zarcone, seconded by Ms. Maus, it was resolved, on recommendation of the Superintendent of Schools, to accept the final vote tally for the June 20, 2006 Budget Revote:

Budget	Yes	1,338
	No	927

Motion carried unanimously.

ACCEPT
FINAL VOTE
TALLY
BUDGET REVOTE
6/20/06
07/24

On motion of Mr. Reale, seconded by Mr. Cohen, it was resolved, that

Whereas Section 2116-c, Chapter 263 of the 2005 Laws of New York requires the Boards of Education to establish an Audit Advisory Committee,

Therefore, be it resolved that:

1. The Audit Advisory Committee be comprised of at least three members; one of which shall be a non-trustee. A non-trustee member of the Audit Committee shall have a background in accounting and have auditing expertise.
2. District employees are prohibited from membership.
3. Members shall serve without compensation. and

Be it further resolved that the Audit Advisory Committee shall be advisory and the duties of this committee shall be as prescribed under Chapter 263 of the 2005 Laws of New York, and

Be it further resolved to appoint Tina Mackay, Guy Cohen, Mary Maus and Vincent Paolicelli as members of the Audit Advisory Committee.

Motion carried unanimously.

On motion of Mr. Cohen, seconded by Ms. Maus, it was resolved, on recommendation of the Superintendent of Schools, to accept an anonymous donation in the amount of \$500.00 to be used towards the Dustin Strumke Award Fund. Motion carried unanimously.

ACCEPT
ANONYMOUS
DONATION
FOR
DUSTIN STRUMKE
AWARD FUND
07/26

APPROVE
CSE/CPSE
PLACEMENTS
07/27

On motion of Ms. Maus, seconded by Ms. Zarccone, it was resolved, on recommendation of the Superintendent of Schools, to approve CSE/CPSE placements, as per Document #1/07, attached to the official minutes of this meeting. Motion carried unanimously.

APPROVE
2006-07
504
ACCOMMODATION
PLAN
07/28

On motion of Ms. Zarccone, seconded by Mr. Reale, it was resolved, on recommendation of the Superintendent of Schools, to approve 504 accommodation plans for 2006-07, as per Document #2/07, attached to the official minutes of this meeting. Motion carried unanimously.

APPOINT
CHAIRPERSONS/
PARENT MEMBERS
2006-07
CSE/CPSE
07/29

On motion of Mr. Reale, seconded by Mr. Cohen, it was resolved, on recommendation of the Superintendent of Schools, to appoint Chairpersons of the Committee on Special Education, Committee on Preschool Special Education and parent members for the 2006-07 school year, as per Document #3/07, attached to the official minutes of this meeting. Motion carried unanimously.

APPOINT
REG. ED.
TEACHERS
2006-07
CPSE
07/30

On motion of Mr. Cohen, seconded by Ms. Maus, it was resolved, on recommendation of the Superintendent of Schools, to appoint regular education teachers to the Committee on Preschool Special Education for the 2006-07 school year, as per Document #4/07, attached to the official minutes of this meeting. Motion carried unanimously.

APPROVE
2006-07
VESID ONLINE
LIST OF
IMPARTIAL HEAR.
OFFICERS
07/31

On motion of Ms. Maus, seconded by Ms. Zarccone, it was resolved, on recommendation of the Superintendent of Schools, to approve the VESID Online list of Impartial Hearing Officers for the 2006-07 school year. Motion carried unanimously.

APPOINT
C. MALONE
2-YR. PROB. APPT.
EFF. 9/1/06
6/30/08
07/32

On motion of Ms. Zarccone, seconded by Mr. Reale, it was resolved, on recommendation of the Superintendent of Schools, to appoint Christine Malone to a two-year probationary appointment in the tenure area of Elementary Education, at the Putnam Valley Elementary School, on Step 2MA of the P.V.F.T. salary schedule, effective September 1, 2006 through June 30, 2008. Ms. Malone holds Childhood: Grades 1-6 Initial Certification and Students with Disabilities: 1-6 Initial Certification.

Motion carried unanimously.

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On motion of Mr. Cohen, seconded by Ms. Maus, it was resolved, on recommendation of the Superintendent of Schools, to appoint Jenette Mistretta to a three-year probationary appointment in the tenure area of Elementary Education, effective September 1, 2006 through June 30, 2009. at the Putnam Valley Elementary School, on Step 1MA of the P.V.F.T. salary schedule. Ms. Mistretta holds Provisional Certification in Pre-Kindergarten, Kindergarten and Grades 1-6. This appointment is pending clearance by the NYS Commissioner of Education. Motion carried unanimously.

APPOINT
J.. MISTRETTA
3-YR. PROB. APPT.
EFF. 9/1/06-6/30/09
07/33

On motion of Ms. Maus, seconded by Ms. Zarcone, it was resolved, on recommendation of the Superintendent of Schools, to appoint April Catapano to a three-year probationary appointment in the tenure area of Music, at the Putnam Valley Elementary School, on Step 1BA of the P.V.F.T. salary schedule, effective September 1, 2006 through June 30, 2009. Ms. Catapano holds Provisional Certification in Music. This appointment is pending clearance by the NYS Commissioner of Education. Motion carried unanimously.

APPOINT
A. CATAPANO
3-YR. PROB. APPT.
EFF. 9/1/06 -6/30/09
07/34

On motion of Ms. Zarcone, seconded by Mr. Reale, it was resolved, on recommendation of the Superintendent of Schools, to appoint Laretta Heckman to a three-year probationary appointment in the tenure area of Special Education, at the Putnam Valley Middle School, on Step 2MA of the P.V.F.T. salary schedule, effective September 1, 2006 through June 30, 2009. Ms. Heckman holds Provisional Certification in Pre-Kindergarten, Kindergarten and Grades 1-6. This appointment is pending clearance by the NYS Commissioner of Education. Motion carried 3 ayes, 1 nay.

APPOINT
L. HECKMAN
3-YR. PROB. APPT.
EFF. 9/1/06 -6/30/09
7/35

On motion of Mr. Reale, seconded by Mr. Cohen, it was resolved, on recommendation of the Superintendent of Schools, to appoint Dorothy Cosgrove France to a three-year probationary appointment in the tenure area of Elementary Education, at the Putnam Valley Elementary School, on Step 1MA of the P.V.F.T. salary schedule, effective September 1, 2006 through June 30, 2009. Ms. Cosgrove France holds Permanent Certification in Nursery, Kindergarten and Grades 1-6. This appointment is pending clearance by the NYS Commissioner of Education. Motion carried unanimously.

APPOINT
D. COSGROVE
FRANCE
3-YR. PROB. APPT.
EFF. 9/1/05 -
6/30/09
7/36

On motion of Mr. Cohen, seconded by Ms. Maus, it was resolved, on recommendation of the Superintendent of Schools, to approve a merger with Putnam Valley Central School District and John F. Kennedy High School of Somers, NY, for the purpose of allowing seven of our students to play ice hockey in the Section 1 Interscholastic Athletic Program. Motion carried unanimously.

APPROVE
MERGER WITH
J.F. KENNEDY HS
FOR ICE HOCKEY
2006-07 SCHOOL YEAR

7/37

APPROVE
2006
SUMMER SPORTS
CAMP
PERSONNEL/
STIPENDS
7/38

On motion of Ms. Maus, seconded by Ms. Zarccone, it was resolved, on recommendation of the Superintendent of Schools, to approve 2006 summer sports camp personnel/stipends as per Documents attached to the official minutes of this meeting:

Lacrosse Camp	Document #5/07
Girls’ Basketball Camp	Document #6/07
Boys’ Basketball Elementary Camp	Document #7/07
Boys’ Basketball Camp	Document #8/07

Motion carried unanimously.

APPROVE
2006-07
CONTRACT FOR
SUPT. OF
SCHOOLS
7/39

On motion of Ms. Zarccone, seconded by Mr. Reale, it was resolved, by the Board of Education, to approve a new contract setting terms and conditions of employment for the Superintendent of Schools, for the 2006-07 school year, and to authorize the President of the Board of Education to sign the new contract. Motion carried unanimously.

APPOINT
M. MALE
SMR. CUSTODIAN
EFF. 7/10/06 -
8/18/06
7/40

On motion of Mr. Reale, seconded by Mr. Cohen, it was resolved, on recommendation of the Superintendent of Schools, to appoint Margaret Male as a summer custodian, effective July 10, 2006 through August 18, 2006, at the rate of \$14.00 per hour. Motion carried unanimously.

PERSONNEL
ACTIONS
7/41

On motion of Mr. Cohen, seconded by Ms. Maus, it was resolved, on recommendation of the Superintendent of Schools, to take personnel actions, as per Document #9/07, attached to the agenda and official minutes of this meeting. Motion carried unanimously.

ESTABLISH
INTERNAL AUDIT
FUNCTION
7/42

On motion of Ms. Maus, seconded by Ms. Zarccone, it was resolved, that the Board of Education of the Putnam Valley Central School District hereby establishes the Internal Audit Function which shall include the following:

- a. Development of risk assessment of district operations, including but not limited to, a review of financial policies and procedures and practices;
- b. An annual review and update of such risk assessment;

- c. Annual testing and evaluation of one or more areas of the district’s internal controls, taking into account risk, control weakness, size, and complexity of operations;
- d. Preparation of reports, at least annually or more frequently as the Board of Education may direct, which analyze significant risk assessment findings, recommend changes for strengthening controls and reducing identified risks, and specify timeframes for implementation of such recommendations.

Motion carried unanimously.

On motion of Ms. Zarcone, seconded by Mr. Reale, it was resolved, by the Board of Education, to approve the Audit Advisory Committee Charter, as per Document #10/07, attached to the agenda and official minutes of this meeting. Motion carried unanimously.

APPROVE
ADVISORY
COMMITTEE
CHARTER
7/43

PUBLIC CONTRIBUTION PERIOD

Ms. Mackay reminded the Board Members of the joint Board workshop with other school districts on November 10, 2006.

Ms. Mackay announced the Board would be going into Executive Session to discuss a personnel matter

At 9:35 p.m., on motion of Ms. Mackay, seconded by Ms. Maus, the Board moved, into Executive Session to discuss a personnel matter. Motion carried unanimously.

EXECUTIVE
SESSION
07/44

Ms. Zarcone left the Executive Session at 10:32 p.m.

At 10:39 p.m., on motion of Mr. Cohen, seconded by Ms. Maus, the Board returned from Executive Session and at 10:40 p.m., there being no further business to discuss, the meeting was adjourned. Motion carried unanimously.

ADJOURN
MEETING
07/45

Submitted by
Linda Pregiato
District Clerk