

# MINUTES OF OPEN MEETING

## BOARD OF EDUCATION

PUTNAM VALLEY CENTRAL SCHOOL DISTRICT  
146 PEEKSKILL HOLLOW ROAD  
PUTNAM VALLEY, NEW YORK 10579

TIME:7:00pm  
No. of Pages:10

Type of Meeting: Business Mtg.

Date: Aug. 19, 2010

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**BOARD OF EDUCATION:** President Valerie Fitzgerald **PRESENT**  
Vice President Tina Mackay  
Trustee Guy Cohen  
Trustee Joseph Ferraro

Trustee Jeanine Rufo--Absent (Notified)

**ADMINISTRATORS:** Dr. Barbara Fuchs, Asst. Supt. for Curriculum, Instr. & Personnel  
Paul Lee, Asst. Supt. for Business & Finance

**OTHERS:** Maureen Bellino, District Clerk  
Christine Alexander, Student Rep. to the Board  
Johnmichael Chiriyam, Student Rep. to the Board  
Dan Mahoney, Videographer  
Reporter from the North County News  
Approximately 28 members of the public

The meeting was opened by Ms. Fitzgerald at 7:01pm with the pledge of allegiance.

**CONVENE MEETING**

On motion by Mr. Cohen, seconded by Ms. Mackay, the Board moved into Executive Session at 7:05pm to discuss the employment history of a particular person. Motion carried unanimously.

**CONVENE**  
**EXECUTIVE SESSION**

#54/11

It was noted that the Board anticipated that the Executive Session would last approximately 30 minutes and that the Business Meeting would re-convene at the conclusion of the Executive Session. Margo May and Julie Shaw, the District's legal counsel, joined the Board in the Executive Session.

**ADJOURN**

On motion by Ms. Fitzgerald, seconded by Mr. Cohen, the Executive Session was adjourned at 8:03pm. Motion carried unanimously.

**EXECUTIVE SESSION**

#55/11

Ms. Fitzgerald re-convened the Business Meeting at 8:04pm.

**APPROVE MINUTES**

#56/11

On motion by Mr. Cohen, seconded by Ms. Mackay, the minutes of the Reorganizational Meeting of July 13, the amended minutes for the Business Meeting of July 13, the Retreat Meeting of July 21 and the Special Business Meeting of July 29, 2010 were adopted. Motion carried unanimously.

The minutes of the Business Meeting of July 13 were amended prior to the motion being read to reflect the title of "Principal" instead of "Superintendent" on page 2 of the minutes under the Superintendent's Update in paragraph two.

The District goals for the 2010-11 school year were discussed. It was noted that the District's vision statement was used to begin to build the goals. Information on the vision statement and the goals discussion at the Retreat are attached to the official minutes of this meeting. The Board continued to discuss the proposed goals and revised some of the wording. In discussing the goals under the Human Resources section, it was noted that all administrative positions in the District should be examined. In the discussion of the communication goals, it was noted that the roles of the District Steering and Building Steering Committees should be defined. A copy of the revised goals based on the Board's discussion is attached to the official minutes of this meeting.

The Superintendent's evaluation template was the next item discussed. It was noted that the final revised template would be available to the public in the District Office by September 10. (Template, including procedures, with mark-ups noted are attached to the official minutes of this meeting.) It was noted that the Superintendent should report to the Board and the public on the status of the District goals during the Superintendent's update portion of the Board meetings.

The student representatives reported that the kindergarten students and their parents would be attending a kindergarten orientation on August 31. Students will have the opportunity to ride the school bus which will leave from the High School and go to the Elementary School where they will meet their teachers. Ms. Edelman will remain at the High School and speak to the parents until the children are brought back to the High School. They noted that the athletic season was beginning and that there would be a pre-season football game at the High School on September 3 at 7pm. It was also noted that the complete schedule for the fall season of athletic events was available on line. The student representatives also encouraged any high school student who had not yet returned their required forms to the health office to do so as soon as possible. The student representatives also noted that funds for the proposed field house still needed to be raised and/or donated for the project to begin.

### **PUBLIC CONTRIBUTION**

Ms. Fitzgerald asked for public contribution on the agenda items.

Dr. Fuchs asked that the order of the motions be changed so that the people in the audience who were being appointed could be introduced earlier in the evening. The Board agreed and began the new business.

### **NEW BUSINESS**

On motion by Mr. Ferraro, seconded by Ms. Mackay, it was resolved, on recommendation of the Superintendent of Schools, to enter into an interim contract and appoint Vincent Burruolo as Interim High School Principal at Putnam Valley High School effective August 20, 2010 through June 30, 2011 (or sooner at the discretion of the Board of Education). Motion carried unanimously.

**APPOINT**  
**V. BURRUANO**  
**INTERIM HS PRINCIPAL**  
#57/11

Dr. Fuchs introduced Mr. Burruolo and noted that she was ecstatic that Mr. Burruolo would be leading the High School for this year. She also noted that Mr. Burruolo was the number one choice of the hiring committee.

On motion by Ms. Mackay, seconded by Mr. Cohen, it was resolved, on recommendation of the Superintendent of Schools, to appoint Jody Folster to a 3-year probationary appointment in the tenure area of special education at Putnam Valley Elementary School effective September 1, 2010 through September 1, 2013 on step 2-MA of the PVFT salary schedule. Motion carried unanimously.

**APPOINT**  
**J. FOLSTER**  
**3-YR. PROB. APPT.**  
**9/1/10-9/1/13**  
**SPEC. EDUCATION ES**  
#58/11

Dr. Fuchs introduced Ms. Folster to the Board and the community members that were present at the meeting.

**TAX WARRANTS**

#59/11

On motion by Mr. Cohen, seconded by Mr. Ferraro, it was resolved, on recommendation of the Superintendent of Schools, that school taxes be extended against the taxable property of the Towns of Putnam Valley, Carmel and Cortlandt, as appears on the tax lists hereby are levied; and be it further resolved, that this Board execute a warrant for the Town of Putnam Valley, dated August 19, 2010, in the amount of \$30,219,627.00 (less STAR), as per Document #13/11, attached to the official minutes of this meeting; the Town of Carmel, dated August 19, 2010, in the amount of \$151,595.00 (less STAR), as per Document #14/11, attached to the official minutes of this meeting; and the Town of Cortlandt, dated August 19, 2010, in the amount of \$2,621,109.25, as per Document #15/11, attached to the official minutes of this meeting; that these warrants be for that portion of the District lying in the Towns of Putnam Valley, Carmel and Cortlandt; and the collection period ends October 31, 2010; that said warrants be delivered to the Tax Collector of Cortlandt and Putnam Valley. And be it further resolved, that the Collector may make no changes or alterations in the warrant or rolls except as provided in sections 551 through 558 of the Real Property Tax Law, and shall issue tax statements and make collections pursuant to the applicable provisions of the Real Property Tax Law. Motion carried unanimously.

Mr. Lee noted that the tax increase was approximately .83%. Mr. Lee also noted that the tax collector of Putnam Valley collects the Carmel taxes.

**2010-11 INC. & ELIGIB. GUIDELINES FOR FREE & REDUCED PRICE MEALS & APPOINT I. POLEWASKI, REVIEWING & VERIF. OFFICIAL AND M. SPACE AS HEARING OFFICER**

#60/11

On motion by Mr. Ferraro, seconded by Ms. Mackay, it was resolved, on the recommendation of the Superintendent of Schools, to adopt the 2010-11 Income and Eligibility Guidelines for Free and Reduced Price Meals for the Putnam Valley Elementary School, Middle School and High School, effective July 1, 2010, and appoint Ingrid Polewaski as the Reviewing Official and Verification Official and Dr. Marc Space, Superintendent of Schools, as the Hearing Official as per Document #6/11 attached to the agenda and official minutes of this meeting. Motion carried unanimously.

It was noted that the income scale guideline for free meals is \$25,000 to \$30,000 and for reduced price meals the income guideline is \$33,000 to \$47,000 (depending on size of the family).

On motion by Ms. Mackay, seconded by Mr. Cohen, it was resolved, on recommendation of the Superintendent of Schools, to extend the food services contract for the 2010-11 school year to Aramark, Inc., Philadelphia, PA, with an increase of 2.2% based on the New York-Northern New Jersey 2010 May CPI-U, as per Document #7/11, attached to the agenda and official minutes of this meeting. Motion carried unanimously.

**EXTEND FOOD  
SERVICES CONTRACT  
W/ARAMARK  
2010-11 SCHOOL YEAR**  
#61/11

On motion by Mr. Cohen, seconded by Mr. Ferraro, it was resolved, on recommendation of the Superintendent of Schools, to reject all the general trades bids for the bus facility due to the bids being higher than budget. Motion carried unanimously.

**REJECT  
ALL GENERAL TRADE  
BIDS FOR BUS FACILITY**  
#62/11

On motion by Mr. Ferraro, seconded by Ms. Mackay, it was resolved, on recommendation of the Superintendent of Schools, to award the VCT (vinyl composite tile) bid to the lowest responsible bidder, Milburn Flooring of 20 35th street, Copiague NY 11726, based on the following rates:

**AWARD  
VCT BID**  
#63/11

VCT removal \$0.30/sqft.  
Floor prepping \$0.18/sqft.  
VCT installation \$1.70/sqft.  
Cove base installation \$1.20/lin. ft.  
Material mark-up 9%

Motion carried unanimously.

It was noted this work is not for anything specific but just to have a contract in place if necessary.

On motion by Mr. Cohen, seconded by Mr. Ferraro, it was resolved, on recommendation of the Superintendent of Schools, to award the wood flooring time and material bid to the lowest responsible bidder, G.P. Land and Carpet Corp., of 5905 Lake Shore Road South, Brockport NY 14420 based on the following rates:

**AWARD  
WOOD FLOORING  
TIME AND MATERIAL  
BID**  
#64/11

Foreman \$79.00/hr.  
Carpenter \$72.00/hr.  
Helper \$64.00/hr.  
Material mark-up 12%

Motion carried unanimously.

**ACCEPT**  
**RESIGNATION**  
**R. RENZO**  
**CUSTODIAL WORKER**  
#65/11

On motion by Ms. Mackay, seconded by Mr. Cohen, it was resolved, on recommendation of the Superintendent of Schools, to accept the resignation of Raymond Renzo as a custodial worker in the Putnam Valley Central School District effective August 8, 2010 as per Document #8/11 attached to the agenda and official minutes of this meeting. Motion carried unanimously.

It was noted that Mr. Renzo and Mr. Boniello, in a following motion, were resigning their positions to take promotions of higher level positions in the District.

**APPOINT**  
**R. RENZO**  
**CUSTODIAN**  
**6-MO. PROBATIONARY**  
#66/11

On motion by Mr. Cohen, seconded by Mr. Ferraro, it was resolved, on recommendation of the Superintendent of Schools, to appoint Raymond Renzo to a six-month probationary appointment effective August 9, 2010 through February 9, 2011 as a custodian at Putnam Valley Elementary School on Step 7 of the CSEA salary schedule for a 12-month mechanic/custodial worker. Motion carried unanimously.

**APPOINT**  
**S. SZILVA**  
**NURSE LV. REPL.-ES**  
**9/27-12/20/2010**  
#67/11

On motion by Mr. Ferraro, seconded by Ms. Mackay, it was resolved, on recommendation of the Superintendent of Schools, to appoint Shannen Szilva at Putnam Valley Elementary School as a nurse leave replacement effective September 27, 2010 through December 20, 2010 (or sooner at the discretion of the Board of Education) on Step 5 plus \$50 per day of the CSEA salary schedule. Motion carried unanimously.

**ACCEPT**  
**RESIGNATION**  
**J. BONIELLO**  
**BUS DRIVER**  
#68/11

On motion by Ms. Mackay, seconded by Mr. Cohen, it was resolved, on recommendation of the Superintendent of Schools, to accept the resignation of John Boniello as a bus driver in the Putnam Valley Central School District effective August 9, 2010 as per Document #9/11 attached to the agenda and official minutes of this meeting. Motion carried unanimously.

**APPOINT**  
**J. BONIELLO**  
**CLEANER-HS**  
**6-MO. PROBATIONARY**  
#69/11

On motion by Mr. Cohen, seconded by Mr. Ferraro, it was resolved, on recommendation of the Superintendent of Schools, to appoint John Boniello to a six-month probationary appointment effective September 1, 2010 through March 1, 2011, as a cleaner at Putnam Valley High School on Step 1 of the CSEA salary schedule. Motion carried unanimously.

On motion by Mr. Ferraro, seconded by Ms. Mackay, it was resolved, on recommendation of the Superintendent of Schools, to appoint Barbara Parmly, Pam Adamovich and Tracey Parchen as co-chairs of the Health Advisory Committee for the 2010-11 school year at a stipend of \$1,144.67 each. Motion carried unanimously.

**APPOINT  
HAC CO-CHAIRS  
B. PARMLY,  
P. ADAMOVICH,  
T. PARCHEN**  
#70/11

It was noted that the prior chairperson of the Health Advisory Committee retired. To provide leadership at each building for the 2010-11 school year, there will be co-chairs who will share the stipend.

On motion by Ms. Mackay, seconded by Mr. Cohen, it was resolved, on recommendation of the Superintendent of Schools, to appoint Chrissy Phillips as Director of the grades 3 and 4 musical at the stipend listed in the PVFT contract. Motion carried unanimously.

**APPOINT  
C. PHILLIPS  
DIRECTOR, GR. 3/4  
MUSICAL**  
#71/11

On motion by Mr. Cohen, seconded by Mr. Ferraro, it was resolved, on recommendation of the Superintendent of Schools, to appoint the following individuals to the Board of Registration for the 2010-11 school year as follows:

**APPOINT  
BOARD OF  
REGISTRATION  
2010-11 SCHOOL YEAR**  
#72/11

Marie Gabari  
Marie Gennett  
Caroline Heller  
Marilyn Higgins  
Donna Sillery  
Mary Lou Spagna  
Joan Szilva

Motion carried unanimously.

On motion by Mr. Ferraro, seconded by Ms. Mackay, it was resolved, on recommendation of the Superintendent of Schools, to make CSE/CPSE placements as per Document #10/11 attached to the agenda and official minutes of this meeting. Motion carried unanimously.

**MAKE  
CSE/CPSE  
PLACEMENTS**  
#73/11

**APPROVE**  
**PERSONNEL ACTIONS**

#74/11

On motion by Ms. Mackay, seconded by Mr. Cohen, it was resolved, on recommendation of the Superintendent of Schools to take personnel actions as per Document #11/11 attached to the agenda and official minutes of this meeting. Motion carried 3 to 1.

It was noted that the personnel actions included the appointment of an athletic trainer, fitness center supervisor, fall coaches, leaves of absence approvals, additions to the substitute/tutor list and in-service and graduate course credit approvals. Ms. Mackay noted that she had some concerns regarding the coach versus athlete ratios. She noted it was an issue that needed to be discussed since some areas seemed to be heavy in the number of assistant coaches and that due to these concerns she was voting no on the motion.

**EXTEND**  
**PUPIL**  
**TRANSPORTATION**  
**CONTRACT W/HUDSON**  
**VALLEY BUS CO. 2010-11**  
**SCHOOL YEAR**

#75/11

On motion by Mr. Cohen, seconded by Mr. Ferraro, on recommendation of the Superintendent of Schools, to extend the pupil transportation contract with the Hudson Valley Bus Company for the 2010-11 school year with an increase of 2.2% based on the New York-Northern New Jersey 2010 May CPI-U, for a total contract amount of \$1,067,578 as per Document #12/11 attached to the agenda and official minutes of this meeting. Motion carried unanimously.

**REJECT BID**  
**FOR ES**  
**CHIMNEY REPAIR**

#76/11

On motion by Mr. Ferraro, seconded by Mr. Cohen, it was resolved, on the recommendation of the Superintendent of Schools to reject the low bid (only bid) for the Elementary School chimney repairs of \$44,800.00, from Mr. Chimney of 529 Rockland Avenue, Mamaroneck, NY 10543 because the price was too high. Motion carried unanimously.

**REVISE**  
**BUDGET**  
**APPROPRIATION**  
**TRANSFER TO DEBT**  
**SERVICE FUND**  
**FOR 2009-10**

#77/11

On motion by Ms. Mackay, seconded by Mr. Cohen, it was resolved, on recommendation of the Superintendent of Schools, to revise the 2009-10 budget appropriation A9901.96 "Transfer to Debt Service Fund" in the plus amount of \$531,250. Motion carried unanimously.

On motion by Mr. Cohen, seconded by Mr. Ferraro, it was resolved, on recommendation of the Superintendent of Schools, to adjust the tax certiorari reserve to \$251,315. Motion carried unanimously.

**ADJUST**  
**TAX CERTIORARI**  
**RESERVE**  
#78/11

On motion by Mr. Ferraro, seconded by Mr. Cohen, it was resolved, on recommendation of the Superintendent of Schools, to adjust the employee benefit accrued liability reserve to \$600,000. Motion carried unanimously.

**ADJUST**  
**EMPLOYEE BENEFIT**  
**ACCRUED LIABILITY**  
**RESERVE**  
#79/11

On motion by Ms. Mackay, seconded by Mr. Cohen, it was resolved, on recommendation of the Superintendent of Schools, to adjust the retirement contribution reserve to the amount of \$1,307,117. Motion carried unanimously.

**ADJUST**  
**RETIREMENT**  
**CONTRIBUTION**  
**RESERVE**  
#80/11

Motion was amended to read "adjust" instead of "establish" in the resolution prior to the vote.

Ms. Fitzgerald asked for public contribution.

Ms. Fitzgerald noted that the Westchester Putnam School Boards Association is looking for the Board's liaison and the legislative action committee representative. She noted that she would get back to them when the Board decided on which Board member will represented Putnam Valley.

Ms. Cohen noted that hoped the superintendent evaluation template would be changed to read "him or her". She also noted that the District needs to be sensitive to the fact that everyone does not have the internet and that the District needs to be sure that all community members have access to information. Mrs. Cohen also noted that she would like to know how the students did on the AP tests. Dr. Fuchs noted that the High School principal would be including this information in his report at the September Business Meeting.

Ms. Jeanette Chizzik commented on the departure of the High School principal and the sexual harassment allegations that were noted in the minutes of a Board meeting. The community member asked if there were any costs associated with the departure of the High School principal. Mr. Cohen noted that there were no costs associated with his departure. The community member also asked if there is any training done with the staff regarding sexual harassment. It was noted that all staff members receive mandated training each school year.

**ADJOURN**  
**MEETING**

#81/11

On motion by Ms. Fitzgerald, seconded by Mr. Cohen, there being no further business, the meeting was adjourned at 9:50pm.

Submitted by:

Maureen Bellino  
District Clerk