

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: 9

Type of Meeting: Business Meeting

Date: October 21, 2010

BOARD OF EDUCATION: President Valerie Fitzgerald PRESENT
Vice President Guy Cohen
Trustee Joseph Ferraro
Trustee Jeanine Rufo

ADMINISTRATORS: Dr. Barbara Fuchs, Interim Supt. of Schools
Paul Lee, Asst. Supt. for Business & Finance
Nick Bellantoni, Director of Buildings & Grounds

OTHERS: Johnmichael Chiriyen, Student Rep. to the BOE
Christine Alexander, Student Rep. to the BOE
Maureen Bellino, District Clerk
Dan Mahoney, Videographer
David Moran, Accume Partners (Internal Auditors)
Domenick Consolo, Bennett, Kielson Storch & DeSantis (External Auditors)
Ann Chesnut, Reporter-Putnam County News & Recorder
Approximately 25 members of the public

The meeting was opened by Ms. Fitzgerald at 7:01pm with the pledge.
Mrs. Fitzgerald called for a motion to approve the meeting minutes for
September 16, 2010 and September 28, 2010.

CONVENE MEETING

On motion by Ms. Rufo, seconded by Mr. Ferraro, the minutes of the
Business Meeting of September 16, 2010 and the Work
Session/Business Meeting of September 28, 2010 were adopted.
Motion carried unanimously.

APPROVE MINUTES

ANNOUNCEMENTS OF GENERAL INTEREST

Dr. Fuchs recognized the District's custodial staff for their continued dedication to our children and the great condition of all of the District's buildings and grounds on opening day and presented them with Pride in Putnam Valley. Ms. Rufo and Ms. Fitzgerald also acknowledged their hard work.

Members of the girls' soccer team (Captain Tess Torregrosa, Chu-Mini Lee, Christine Shevlin and Doneta Djokic) presented the Board with a check for \$3,960 for the Dustin Strumke scholarship fund from the proceeds of their recent soccer tournament.

Mr. Domenick Consolo from the District's external auditors' firm (Bennett, Kielson, Storch, & DeSantis) summarized the external audit report for the District for the 2009-10 school year. Mr. Consolo noted that he had presented the findings just prior to this meeting to the District's Audit Committee. A member of the Audit Committee, Ms. Tina Mackay, asked Mr. Consolo to address some of the items in the audit letter. Mr. Consolo noted that in regard to the federal stimulus funds, New York State had reduced their aid to school districts and that this aid will most likely not be returned.

Mr. David Moran from Accume Partners, the District's internal audit and risk management firm, presented a summary of the internal audit/risk management review for the District as of October 1, 2010 (attached to the official minutes of this meeting). He noted that the recommendation is for his team to review the extra-curricular student activity accounts during this school year. Ms. Fitzgerald noted that we have safeguarding procedures in place such as the requirement for two signatures on each check. Ms. Rufo noted that she would like to discuss this item at a future meeting. Mr. Cohen suggested that the Board wait for any further discussion until after the risk assessment report is completed from Accume.

Mr. Lee presented a summary of the budget as of the first quarter (July-September) of the school year (presentation attached to the official minutes of this meeting). Mr. Lee noted that school was only in session for approximately three weeks. He noted that the benefits/salary figures for the end of the year are projections and not final numbers due to new hires and staff members who may change their health benefits (family/individual). A member of the public asked about the pension costs, Mr. Lee explained that New York State lets entities borrow to meet the additional yearly charges up to two percent. He noted that currently the estimated costs are to increase significantly.

Ms. Fitzgerald thanked the members of the public who volunteered to fill the Board trustee vacancy. She acknowledged those that were present (Mr. William Berkhardt, Mr. Pat Bellino and Ms. Carole Walsh) and introduced them. Ms. Rufo noted that the process of the candidates answering questions and submitting those responses to the Board in a written format was done very thoughtfully by the candidates. The Board members ranked the candidates and the votes were tallied by the student representatives (tally attached to the official minutes of this meeting). Mr. David Spittal was selected as the new trustee. It was noted that Mr. Spittal will be sworn in at a future meeting since he was unable to be in attendance this evening.

The Board of Education discussed the New York State School Boards' Association resolution regarding allowing school districts being allowed to borrow to pay for retirement costs. The Board agreed with the resolution and authorized their voting delegate, Mr. Ferraro, to vote in the affirmative.

In her Superintendent's report, Dr. Fuchs noted that this was the school board recognition month and recognized the Board members for their service to the District. Dr. Fuchs noted that action plans would be developed for each of the District/BOE goals. She noted that the District goals were on the website and that a District Steering Committee meeting was being held on Tuesday, October 26th to establish the action plans. The administrative team and staff will lead the development, construction and facilitation of the action plans. A facilitator has been assigned to each goal. Dr. Fuchs also noted that the District's vision and mission statements are also on the website. She noted that she attended PTA meeting with Ms. Edelman and they discussed the New York State assessments/test scores and the new standards/cut scores. Dr. Fuchs also noted that she has surveyed last year's members of the Budget Advisory Committee for the strengths and weaknesses of the budget process. She also recognized the passing of two long-time Elementary School teachers, Mrs. Ruth Giancola and Mrs. Eve Pattie. Also noted by Dr. Fuchs was the fact that Mr. Mark Lybolt had taken a leave of absence from his position as Director of Athletics, Physical Education and Health. Mrs. Rose Johnson will remain as the Athletic Department secretary and Mr. Sam Oliverio, High School Assistant Principal, will be handling any administrative needs. Mrs. Rufo asked about coordination with the Town Parks and Recreation Department. Dr. Fuchs noted that Mr. Oliverio will handle this task but that she is meeting with members of the Parks and Recreation Department next week.

Ms. Gail Orefice gave the PTSA report and noted that on November 19th the PTA will have their annual auction and that they are looking for donations. Ms. Jeannie Denike gave the PTA report. She thanked Dr. Fuchs and Ms. Edelman for their recent presentation to the PTA and noted that the PTA will have their next meeting on November 2nd. Ms. Denike also noted that the parents' book club, PV Reads, will have their next meeting on November 12th and that they are reading *The Girl with the Dragon Tattoo*.

The student Board representatives noted that on Friday the PTA would be hosting their annual pizza and pumpkin party, the High School National Honor Society would be sponsoring a blood drive on October 29th, the PVMA variety show was being held on November 5 and on October 26th the Foreign Language Honor Society would be having their induction ceremony. They also noted that cross country athlete, James Hertzell, came in first for section 1, class c.

Ms. Fitzgerald asked for comments on the agenda. Ms. Rufo asked for clarity on the District's vision and mission statements that appear on the District website. It was noted that they were previously on the site but that they were now labeled. Mr. Ferraro noted his thoughts on the lack of parent engagement based on participation in the PTA. It was noted that the ConnectEd system has been of some benefit in this regard.

Mr. Frank Reale suggested using web based dialogue to allow for greater participation. He also noted that the health curriculum in the Elementary School needs to be examined and that the District's policy on cyber bullying should be posted on line.

Ms. Mackay noted that she felt that the strongest parent engagement begins with the strength of the relationship of the parent and teacher. She also asked the Board for their support of the resolution for her candidacy for the open BOCES seat.

Ms. Jeanette Chizzik noted that she felt Mandarin Chinese should be re-visited as a potential foreign language in the District based upon the interest that was showed when it was to be introduced at the Middle School. She also asked for information regarding the leave of absence for Mr. Lybolt regarding any details or financial implications that could be shared with the public. Ms. Fitzgerald noted that it was a personnel matter.

There were no other comments and the Board moved into new business.

APPOINT On motion by Ms. Rufo, seconded by Mr. Ferraro, it was resolved, that
D. SPITTAL AS TRUSTEE David Spittal is hereby appointed as trustee of the Putnam Valley
FOR VACANT BOE SEAT Central School District Board of Education to fill the vacancy caused
#130/11 by the resignation of Tina Mackay, effective upon taking the oath of
office until the Annual Meeting, May 17, 2011. Motion carried
unanimously.

It was noted that Mr. Spittal's term expires on the date of the next budget vote in May.

ACCEPT On motion by Mr. Ferraro, seconded by Mr. Cohen, it was resolved, to
2010 INTERNAL AUDIT accept the 2010 fiscal external audit report and management letter for
RPT.-BENNETT, the Putnam Valley Central School District (attached to the official
KIELSON, STORCH, minutes of this meeting) completed by Bennett, Kielson, Storch,
DESANTIS DeSantis; a division of O'Connor, Davies, Munns & Dobbins, the
#131/11 independent external auditors for the District. Motion carried
unanimously.

ACCEPT On motion by Mr. Cohen, seconded by Ms. Rufo, it was resolved, to
2010 INTERNAL AUDIT accept the 2010 internal audit report for the Putnam Valley Central
RPT.--ACCUME School District completed by Accume Partners, the independent
PARTNERS internal auditors for the District. Motion carried unanimously.
#132/11

The Board thanked Mr. Paul Lee and his team for the strong reviews the District received in the two audit reports.

On motion by Ms. Rufo, seconded by Mr. Ferraro, it was resolved, by the Board of Education, to amend resolution #21/11 granting permission for Dr. Marc Space, Superintendent of Schools, to join organizations for the 2010-11 school year to Dr. Barbara Fuchs, as interim Superintendent of Schools, for the following organizations:

APPROVE
ORGANIZATIONS
FOR DR. B. FUCHS
2010-11 SCHOOL YR.
#133/11

American Association of School Administrators
New York State Council of School Superintendents
Putnam/Northern Westchester Chief School Administrators

Motion carried unanimously.

On motion by Mr. Ferraro, seconded by Mr. Cohen, it was resolved, by the Board of Education, to grant permission for Dr. Barbara Fuchs to attend the American Association of School Administrators national conference on education from February 17 through February 19, 2011 in Denver Colorado. Motion carried unanimously.

APPROVE
AASA NATIONAL CONF.
FEB. 2011 FOR
DR. FUCHS
#134/11

On motion by Mr. Cohen, seconded by Ms. Rufo, it was resolved, by the Board of Education, to grant permission for Dr. Barbara Fuchs to attend the school boards and superintendents' joint dinner and roundtable discussion sponsored by the Westchester-Putnam School Boards' Association to be held on October 28, 2010. Motion carried unanimously.

APPROVE
WPSBA CONF.
OCT. 28, 2010 FOR
DR. FUCHS
#135/11

On motion by Ms. Rufo, seconded by Mr. Ferraro, it was resolved, on recommendation of the Superintendent of Schools, to authorize District membership in the Lower Hudson Education Coalition (LHEC). Motion carried unanimously.

APPROVE
DISTRICT MEMBERSHIP
LHEC
#136/11

APPOINT
P. LEE AS
RECORDS MGMT.
OFFICER
#137/11

On motion by Mr. Ferraro, seconded by Mr. Cohen, it was resolved, on recommendation of the Superintendent of Schools, to appoint Mr. Paul Lee as the Records Management Officer with no additional compensation. Motion carried unanimously.

APPROVE
CAPITAL ORDERS
FOR PVES PROJECT
#138/11

On motion by Mr. Cohen, seconded by Ms. Rufo, whereas the Board of Education must approve all change orders for capital project at the Putnam Elementary School, and

Whereas the project has a designated budget, to include for contingencies such as change orders, and

Whereas prompt review and approval of unanticipated needs may be needed to protect staff and children and / or to ensure the project remains on schedule,

Therefore, be it

Resolved the following positions are designated as agents for the Board of Education for the review and approval of changes.

The Director of Operations will be authorized to review and approve Change Orders up to \$10,000.

The Superintendent, or the Assistant Superintendent for Business, in the absence of the Superintendent, will be authorized to review and approve Change Orders up to \$25,000.

By a quorum of the Board, at the recommendation of the Superintendent, Change Orders up to \$50,000 will be authorized.

The Board of Education in public session will review and authorize Change Orders above \$50,000.

Motion carried unanimously.

Mr. Ferraro inquired whether the Board should create a change order policy. He noted that change order policies were discussed at a recent training he attended. Mr. Lee noted that approval numbers may change related to the level of management that may be required for approvals. Mr. Lee also noted that the Board is notified of all change orders.

On motion by Ms. Rufo, seconded by Mr. Ferraro, it was resolved, on recommendation of the Superintendent of Schools, to adopt the Special Education District Plan as per Document #26/11 attached to the agenda and official minutes of this meeting. Motion carried unanimously.

ADOPT
SPECIAL ED. DISTRICT
PLAN
#139/11

On motion by Mr. Ferraro, seconded by Mr. Cohen, it was resolved, to make CSE/CPSE placements as per Document #27/11 attached to the agenda and official minutes of this meeting. Motion carried unanimously.

MAKE
CSE/CPSE
PLACEMENTS
#140/11

On motion by Mr. Cohen, seconded by Ms. Rufo, it was resolved, on recommendation of the Superintendent of Schools, to approve the Middle School club advisors and stipends as per Document #28/11 attached to the agenda and official minutes of this meeting. Motion carried unanimously.

APPROVE
MS CLUB
ADVISORS/STIPENDS
#141/11

Ms. Rufo asked about the accountability system that is in place for clubs and activities. Dr. Fuchs noted that there are now club sign-in sheets and guidelines to monitor all clubs to ensure that enrollments and attendance at club meetings warrant the existence of the club.

On motion by Ms. Rufo, seconded by Mr. Ferraro, it was resolved, on recommendation of the Superintendent of Schools, to approve the High School club advisors and stipends as per Document #29/11 attached to the agenda and official minutes of this meeting. Motion carried unanimously.

APPROVE
HS CLUB
ADVISORS/STIPENDS
#142/11

APPOINT
MEMBERS OF THE
2010-11 PROFESSIONAL
DEVELOPMENT TEAM

#143/11

On motion by Mr. Ferraro, seconded by Mr. Cohen, it was resolved, on recommendation of the Superintendent of Schools, to appoint the following members of the 2010-11 Professional Development Team:

Clements, Eileen
Coleman, Mick
DeMaine, Marifrances
Fuchs, Dr. Barbara
Greenstein, Jill
Mouyios, Stella
Nadell, Dorothy
Sheehy, Mary

Motion carried unanimously.

APPROVE
PERSONNEL ACTIONS

#144/11

On motion by Mr. Cohen, seconded by Ms. Rufo, it was resolved, to take personnel actions as per Document #30/11 attached to the agenda and official minutes of this meeting.

Motion carried unanimously.

NOMINATE
T. MACKAY AS
CANDIDATE FOR BOCES
TRUSTEE SEAT

#145/11

On motion by Ms. Rufo, seconded by Mr. Ferraro, it was resolved, that the Putnam Valley Central School District Board of Education hereby nominates Tina Mackay as a candidate to become a member of the Putnam/Northern Westchester Board of Cooperative Educational Services for the remainder of the three year term (expiring on June 30, 2013) made vacant by a resignation.

Motion carried 3 to 1.

Ms. Fitzgerald asked for comments from the Board and/or community.

Mr. Gene Yetter asked for clarity on the departure of the Director of Athletics, Physical Education and Health. It was noted that there could be no further information released for seven days due to legal requirements.

Ms. Jeanette Chizzik wanted information on the sexual harassment investigation that was completed over the summer. It was noted that the investigation cost the District \$2,200. Ms. Chizzik also asked about sexual harassment training. Dr. Fuchs noted that training was given to every employee in the District from professional trainers at a total cost of approximately \$1,000 which does not include the monetary aid (approximately \$500) that will be provided by BOCES to offset this cost. Dr. Fuchs noted that she would provide Ms. Chizzik with the agenda for the training. She also noted that the website needs to be updated more frequently with regard to the minutes of the Board meetings.

There were no other comments. Ms. Fitzgerald asked for a motion to move into Executive Session.

On motion by Mr. Cohen, seconded by Ms. Rufo, at 8:31pm, the Board moved into Executive Session to discuss the employment histories of 10 persons. Motion carried unanimously.

CONVENE
EXECUTIVE SESSION
#146/11

Dr. Fuchs joined the Board, and it was noted that there would be no further business conducted after the Executive Session.

On motion by Mr. Cohen, seconded by Ms. Rufo, at 10:23pm, the Board moved out of Executive Session. Motion carried unanimously.

ADJOURN
EXECUTIVE SESSION
#147/11

On motion by Mr. Cohen, seconded by Ms. Fitzgerald, at 10:25pm, the meeting was adjourned. Motion carried unanimously.

ADJOURN
MEETING
#148/11

Submitted by:

Maureen Bellino,
District Clerk
(Executive Session Info Submitted by
Mr. Cohen