

Work Session/Business Meeting Minutes – November 16, 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

OTHERS: Regina Pagani, Student Representative to the Board of Education,
Dana Lopez, PTA Co-President, Reporter from the Putnam County
News, staff from the Putnam Valley School District and
community members

Ms. Mackay convened the Work Session/Business Meeting at 7:06 p.m. CONVENE
MEETING

Ms. Mackay asked that the minutes of the Business Meeting of October 19, 2006 be corrected to reflect the purpose of the Executive Session was for the discussion of a personnel matter and a contractual matter. It was so noted and corrected.

On motion of Ms. Zarcone, seconded by Mr. Reale, it was resolved, to approve APPROVE
MINUTES
the minutes of the Work Session of October 5, 2006 and the corrected Business Meeting
minutes of October 19, 2006. Motion carried unanimously. 07/121

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

ANNOUNCEMENTS OF GENERAL INTEREST

Pride in Putnam Valley recognized Bruce Ludovicy and Thomas Dunphy for their efforts in fundraising for the Wounded Warrior Project.

Ms. Pam Darreff presented a Health Advisory Committee update. The goals of the organization were outlined.

An update was given by Ms. Jamie Edelman, representing the Building Committee.

Ms. Natalie Doherty, representing Mr. Jim Stowell, Director of Special Education and Student Services, presented the 2006-08 District Special Education Plan.

Mr. Paul Lee, Assistant Superintendent for Business and Finance, presented a budget status update.

Ms. Regina Pagani, Student Representative to the Board of Education, reported on student activities.

Ms. Dana Lopez updated the Board and community on PTA activities.

Ms. Mackay asked for public comments on agenda items.

APPROVE On motion of Mr. Reale, seconded by Ms. Zarcone, it was resolved, on
2006-08 DISTRICT recommendation of the Superintendent of Schools, to approve the 2006-08
SPECIAL EDUCATION District Special Education Plan, as per Document #44/07, attached to the
PLAN official minutes of this meeting. Motion carried unanimously.
07/122

APPROVE On motion of Ms. Zarcone. seconded by Ms. Maus, it was resolved, on
FIRST READING recommendation of the Superintendent of Schools, to
OF FINANCIAL approve the first reading of the Financial Section Policies of the
SECTION POLICIES District Policy Manual as follows:
OF THE
POLICY MANUAL Budget Planning and Development
07/123 School District Budget Hearing
Budget Adoption
Contingency Budget
Revenue
Local Tax Levy
Budget Implementation
Payroll Procedures
Reimbursement for Meals/Refreshments/Mileage and Expenses
Accounting of Fixed Assets
Insurance

Financial Accountability
 Petty Cash Funds and Cash in School Buildings
 Publication of District's Annual Financial Statement
 Appointment and Duties of the Internal Claims Auditor
 Internal Audit Function
 Duties of the External (Independent) Auditor
 Audit Committee
 Maintenance of Fiscal Effort (Title I Programs)
 Federal Funds
 Use of Federal Funds for Political Expenditures
 Allegations of Fraud
 Budget Transfers
 District Credit Card

Motion carried unanimously.

On motion of Ms. Maus, seconded by Mr. Cohen, it was resolved, on AUTHORIZE
 recommendation of the Superintendent of Schools, to authorize the tax collector to TAX COLLECTOR
 make refunds due to Small Claims Assessment Review decisions: TO MAKE REFUNDS

07/124

<u>NAME</u>	<u>TAX ID #</u>	<u>AMOUNT</u>	<u>TAX YEAR</u>
Rupprecht	41.10-1-5	\$ 916.07	2006-07
McGuinness	91.-1-14	\$ 359.17	2006-07
Smith	73.13-1-22	\$ 545.11	2006-07
Smith	73.13-1-20	\$ 308.38	2006-07
Becker	83.74-1-21	\$ 725.60	2006-07
Carravone	72.-1-37.3	\$ 399.08	2006-07
Landau	41.9-1-19	\$ 907.00	2006-07
Benerofe	41.6-2-12	\$1,088.40	2006-07

Motion carried unanimously.

On motion of Mr. Cohen, seconded by Mr. Reale, it was resolved, on ACCEPT
 recommendation of the Superintendent of Schools, to accept a generous monetary DONATION
 donation, in the amount of \$3,000.00, from Mr. and Mrs. Peter Edwards, to be M/M P. EDWARDS
 used in the New Horizons Program in the Putnam Valley Elementary School. TO BE USED IN PVES

Motion carried unanimously.

07/125

ACCEPT
EDUCATIONAL
GRANT
EXXONMOBIL
EDUCATIONAL
ALLIANCE TEAM
GRANT
TO BE USED
AT PVMS
07/126

On motion of Mr. Reale, seconded by Ms. Zarccone, it was resolved, on recommendation of the Superintendent of Schools, to accept an educational grant in the amount of \$500.00 from the ExxonMobil Educational Alliance Team Grant to be used at the Putnam Valley Middle School. Motion carried unanimously.

ACCEPT
EDUCATIONAL
GRANT
FLORY FAMILY
TO BE USED
AT PVMS
07/127

On motion of Ms. Zarccone, seconded by Ms. Maus, it was resolved, on recommendation of the Superintendent of Schools, to accept an educational grant in the amount of \$500.00 from the Flory Family to be used at the Putnam Valley Middle School. Motion carried unanimously.

ACCEPT
DONATION
D. WEST
TO BE USED AT
PVMS & PVES
07/128

On motion of Ms. Maus, seconded by Mr. Cohen, it was resolved, on recommendation of the Superintendent of Schools, to accept a generous donation from Mr. Dana West of five pine trees, valued at approximately \$600.00, to be used at the Middle School and Elementary School. Motion carried unanimously.

APPROVE
CSE/CPSE
PLACEMENTS
07/129

On motion of Mr. Cohen, seconded by Ms. Maus, it was resolved, on recommendation of the Superintendent of Schools, to approve CSE/CPSE Placements, as per Document #46/07, attached to the official minutes of this meeting. Motion carried unanimously.

APPOINT
HEAD COACH
2006-07 MERGED
ICE HOCKEY TEAM
07/130

On motion of Mr. Reale, seconded by Ms. Zarccone, it was resolved, on recommendation of the Superintendent of Schools, to appoint a head coach for the 2006-07 merged ice hockey team, as per Document #47/07, attached to the official minutes of this meeting. Motion carried unanimously.

On motion of Ms. Zarcone, seconded by Ms. Maus, it was resolved, on recommendation of the Superintendent of Schools, to approve 2006-07 winter coaches/stipends, as per Document #48/07, attached to the official minutes of this meeting. Motion carried unanimously.

APPROVE
2006-07
WINTER
COACHES/STIPENDS
07/130

On motion of Ms. Maus, seconded by Mr. Cohen, it was resolved, on recommendation of the Superintendent of Schools, to appoint Miriam Sciglio to a six-month probationary appointment as a Classroom Aide at the Putnam Valley Elementary School, on Step 2 of the C.S.E.A. salary schedule, effective October 30, 2006 through April 30, 2007. Motion carried unanimously.

APPOINT
M. SCIGLIO
6-MON. PROB. APPT.
CLASSROOM AIDE
PVES
EFF. 10/30/06-4/30/07
07/131

On motion of Mr. Cohen, seconded by Mr. Reale, it was resolved, on recommendation of the Superintendent of Schools, to take personnel actions, as per Document #49/07, attached to the agenda and official minutes of this meeting. Motion carried unanimously.

PERSONNEL
ACTIONS
07/132

On motion of Mr. Reale, seconded by Ms. Zarcone, it was resolved, on recommendation of the Superintendent of Schools, to allow the central treasurer to flow fees through the Special Purpose Fund for the Drivers' Education Program at the Putnam Valley High School. Motion carried unanimously.

ALLOW
CENTRAL TREAS.
TO FLOW FEES
THROUGH SPECIAL
PURPOSE FUND
FOR DRIVERS'
EDUCATION PGM.
07/133

On motion of Ms. Zarcone, seconded by Ms. Maus, it was resolved, that

WHEREAS the Education Law provides that the Tax Collector shall be relieved of responsibility for the uncollected portion of the tax list when a complete list of the delinquent tax items have been certified to the Board of Education, and since the Collector has affixed an affidavit to such statement and has filed a statement accounting for the handling of the tax warrant.

AUTHORIZE
FILING OF
RETURN TAX
CLAIMS
07/134

THEREFORE, be it resolved, that the Board accept the report of the Tax Collector, and having determined that the Collector has accounted for the full amount of the tax warrant, direct that the lists of the delinquent tax items, with the addition of the two percent penalty** be certified to the office of the County Treasurer and/or other enforcement officer; and it is further directed that the tax warrant, tax roll and the Tax Collector's copies of the tax receipts be placed on file.

Motion carried unanimously.

APPROVE On motion of Ms. Maus, seconded by Mr. Cohen, it was
KG&D ARCHITECTS resolved, on recommendation of the Superintendent of
FOR PHASE II Schools, to approve the architectural firm of KG&D
SERVICES Architects for Phase II services for the Elementary/
ES/MS PROJECT Middle School project. Motion carried unanimously.
07/135

Mr. Tutty announced that there would not be an Executive Session.

ADJOURN At 9:09 p.m., on motion of Ms. Zarcone, seconded by Ms. Maus,
MEETING there being no further business to discuss, the meeting was adjourned.
07/136 Motion carried unanimously.

Submitted by
Gary Tutty
Superintendent of Schools

Typed by
Linda Pregiato
District Clerk