

Port Chester – Rye Union Free School District
Re-Organization Meeting and Regular Meeting Minutes
July 2, 2013
Room 229

The Reorganization Meeting of the Port Chester-Rye Union Free School District Board of Education was held on Tuesday, July 2, 2013 at 5:00 p.m. in Room 229 at the High School.

Present: Board of Education trustees: Carolee Brakewood, Anne Capeci, Thomas Corbia, Jim Dreves, Robert Johnson

Also Present: Maura McAward, Assistant Superintendent for Business; Frank Fanelli, Assistant Superintendent Grants/Personnel; District Treasurer Coleen Kotzur and Yvette Segal, District Clerk

Absent: Frank Sisca, School District Attorney (Sisca Sisca and Associates); Dr. Edward Klizsus, Superintendent of Schools

Yvette Segal asked everyone to rise for the Pledge of Allegiance at 5:10 pm.

Yvette Segal read the oath for newly re-elected Board of Education member; Carolee Brakewood and Mrs. Brakewood repeated the Oath.

The District Clerk called for nominations for President of the Board of Education. Anne Capeci nominated by Mr. Dreves. Yvette Segal asked for additional nominations for office of President, none were presented and nominations for Presidency were closed. Anne Capeci was elected President of the Board of Education. Ms. Anne Capeci recited the oath of office.

Ms. Capeci called for nominations for Vice President of the Board. Mr. Robert Johnson nominated Carolee Brakewood. Carolee C. Brakewood was elected Vice President of the Board of Education. Mrs. Brakewood recited the oath of office.

RESOLUTIONS

Upon motion by Mrs. Brakewood, seconded by Mr. Johnson and carried, the following resolution was adopted:

1. **RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District re-adopt the following Board of Education policies relating to School Board Member Ethics:

Board of Education Policy #2160
Board of Education Regulation #2160R
Board of Education Exhibit #2160

Upon motion by Mrs. Brakewood, seconded by Mr. Johnson and carried, the following resolution was adopted:

2. **RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District re-adopt all other existing Board of Education policies.

Upon motion by Mrs. Brakewood, seconded by Mr. Johnson and carried, the following resolution was adopted:

3. **RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District authorizes the Superintendent of Schools to approve transfers within the approved budget for the 2013-2014 school year in accordance with Board of Education Policy # 6150.

Upon motion by Mrs. Brakewood, seconded by Mr. Johnson and carried, the following resolution was adopted:

4. **RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District appoint Yvette Segal as School District Clerk for the 2013-2014 school year.

Upon motion by Mrs. Brakewood, seconded by Mr. Johnson and carried, the following resolution was adopted:

5. **RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District appoint Coleen Kotzur as the School Treasurer from July 1, 2013 to June 30, 2014

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Upon motion by Mrs. Brakewood, seconded by Mr. Johnson and carried, the following resolution was adopted:

- 6. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District appoint Catherine A. Maggi as Deputy School District Treasurer for the 2013-2014 school year. The Deputy School District Treasurer will execute School District business when the School District Treasurer is unable to execute his/her duties.

Upon motion by Mrs. Brakewood, seconded by Mr. Johnson and carried, the following resolution was adopted:

- 7. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District appoint Dr. Henry Stampur, as Chief School Physician for the 2013-2014 school year. Dr. Stampur will be hired on a consultant basis without fringe benefits, at a flat rate of \$28,650.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried, the following resolution was adopted:

- 8. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District appoint the following employee to serve as Central Treasurer Extra classroom Activity Fund for the 2013-2014 school year as noted below:

Port Chester High School	Rosann Guido
Port Chester Middle School	Anthony Piccolino

Upon motion by Mrs. Brakewood, seconded by Mr. Johnson and carried, the following resolution was adopted:

- 9. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District appoint Michael Frank of Aquarius Capital Solutions Group as the District's health insurance broker of record for the 2013-2014 school year.

Upon motion by Mrs. Brakewood, seconded by Mr. Johnson and carried, the following resolution was adopted:

- 10. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District appoint the following employees as attendance officers for the 2013-2014 school year as noted below:

Thomas A. Edison School	Regina Peniowich
Park Avenue School	Geraldine Cusumano
John F. Kennedy Magnet School	Eva Konwiser, RN
JFK Early Learning Center	Anne Bueti, RN
King Street School	Anne Ritz, RN
Port Chester Middle School	Patricia Sutton

Upon motion by Mrs. Brakewood, seconded by Mr. Johnson and carried, the following resolution was adopted:

- 11. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District appoint Nawrocki Smith LLP, 290 Broad Hollow Road, Melville, NY 11474, as Internal Auditor for the Port Chester-Rye Union Free School District, Port Chester, New York, for the 2013-2014 school year; compensation to be \$9,500 for the Initial Risk Assessment and one complete cycle review.

Upon motion by Mrs. Brakewood, seconded by Mr. Johnson and carried, the following resolution was adopted:

- 12. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District appoint Ann Montesano as Claims Auditor for the 2013-2014 school year to be compensated at a rate of \$42.50 per hour, not to exceed \$9,562.50 annually.

Upon motion by Mrs. Brakewood, seconded by Mr. Johnson and carried, the following resolution was adopted:

- 13. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District appoint Cullen & Danowski, LLP as the External Auditors for the 2013-2014 school year to be compensated at an annual rate of \$43,000

Upon motion by Mrs. Brakewood, seconded by Mr. Johnson and carried, the following resolution was adopted:

- 14. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District appoint Sherry George as Purchasing Agent for the 2013-2014 school year. Mr. George shall purchase, procure, store, and distribute all supplies and equipment for which appropriations have been made with due regard to existing law, economy and efficiency, and the needs and desires of the departments of the school requesting such supplies, and

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BE IT FURTHER RESOLVED, that Mr. George be and hereby is authorized to execute in the name of the Board of Education any and all purchase documents, contracts, orders or other instruments necessary to carry out the intent of this resolution.

Upon motion by Mrs. Brakewood, seconded by Mr. Johnson and carried, the following resolution was adopted:

- 15. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District appoint Coleen Kotzur as Deputy Purchasing Agent for the 2013-2014 school year. The Deputy Purchasing Agent will only execute School District business when the Purchasing Agent is unable to execute his/her duties.

Upon motion by Mrs. Brakewood seconded by Mr. Dreves and carried, the following resolution was adopted:

- 16. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District appoint the following law firms to serve in the following capacities for the 2013-2014 school year.

General Counsel	Sisca Sisca & Associates LLP Retainer for legal services will be \$34,000 for the 2013 – 2014 school year
Labor Counsel	Shaw Perelson, May, and Lambert, LLP Retainer for legal services will be \$22,500 for the 2013-2014 school year.
Bond Counsel	Hawkins Delafield and Wood Fees based on issuance
Special Counsel	Sisca Sisca & Associates LLP Fee for legal services will be \$225 per hour; total hours paid will be based upon actual time spent representing the District Shaw, Perelson, May and Lambert, LLP Fee for legal services will be \$190 per hour; total hours paid will be based upon actual time spent representing the District

Upon motion by Mrs. Brakewood, seconded by Mr. Dreves and carried, the following resolution was adopted:

- 17. RESOLVED** that the Board of Education of the Port Chester-Rye Union Free School District appoint Capital Markets Advisors, LLC, as financial advisors for the 2013-2014 school year, fees based on service or issuance.

Upon motion by Mr. Dreves, seconded by Mrs. Brakewood and carried, the following resolution was adopted:

- 18. RESOLVED**, by the Board of Education of the Port Chester-Rye Union Free School District, that *Records Retention and Disposition Schedule ED-1*, issued pursuant to Article 57-A of the Arts & Cultural Affairs law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of records listed therein, and

BE IT FURTHER RESOLVED, that in accordance with Article 57-A:

- (a) only those records will be disposed of that are described in *Records Retention and Disposition Schedule ED-1* after they have met the minimum retention periods described therein;
- (b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods, and

BE IT FURTHER RESOLVED, that Maura J. McAward is appointed "Records Retention Officer" for the 2013-2014 school year.

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Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried, the following resolution was adopted:

- 19. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District appoint Dr. Edward A. Klizsus and/or his designee as the Employee Hearing Officer for Student Discipline and Other Charges for the 2013-2014 school year.

Upon motion by Mr. Dreves, seconded by Mr. Johnson and carried, the following resolution was adopted:

- 20. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District appoint Officer for the National School Lunch Program for the 2013-2014 school year as noted below:

JoAnn Pace	Reviewing Officer
Maura J. McAward	Verification Officer
Dr. Edward A. Klizsus, Jr.	Hearing Officer

Upon motion by Mr. Corbia, seconded by Mrs. Brakewood and carried, the following resolution was adopted:

- 21. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District appoint Frank Fanelli as the Title I Coordinator for the 2013-2014 school year.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried, the following resolution was adopted:

- 22. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District appoint Maura J. McAward, Assistant Superintendent for Business and Frank Fanelli, Assistant Superintendent for Personnel and Grants as Title IX Compliance Officers for the 2013-2014 school year.

Upon motion by Mr. Johnson, seconded by Mr. Corbia and carried, the following resolution was adopted:

- 23. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District appoint Adrienne Mecca and Daniel Bologna as the District Section 504 Compliance Officers for the 2013-2014 school year.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried, the following resolution was adopted:

- 24. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District appoint Rosario Renda as the Asbestos Compliance Officer for the 2013-2014 school year.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried, the following resolution was adopted:

- 25. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District designate the district social worker as District Dignity Act Coordinator and all building principals as building level Dignity Act Coordinators.

Upon motion by Mrs. Brakewood seconded by Mr. Johnson and carried, the following resolution was adopted:

- 26. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District designate Port Chester Teachers Federal Credit Union, Chase Bank, Hudson Valley Bank, , TD Toronto Dominion Bank, PT Asset Management “NYCLASS”, Signature Bank and Webster Bank, all but Signature Bank, Webster Bank and PT Asset Management “NYCLASS”, having a branch situated in Port Chester, New York, in the Port Chester-Rye Union Free School District, as official depositories for said school district.

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Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried, the following resolution was adopted:

- 27. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District's designate the following dates on which to hold meetings at 7:00 pm in the 2013- 2014 school year.

2013

Tuesday, July 02, 2013	Wednesday, September 25, 2013
Wednesday, July 31, 2013	Wednesday, October 30, 2013
Tuesday, August 27, 2013	Wednesday, November 20, 2013
Thursday, August 29 2013	Wednesday, December 11, 2013

2014

Wednesday, January 15, 2014	Wednesday, April 09, 2014
Wednesday, February 05, 2014	Tuesday, April 22, 2014
Wednesday, March 05, 2014	Wednesday, May 07, 2014
Tuesday, March 26, 2013	Wednesday, May 28, 2014
Wednesday, April 02, 2014	Wednesday, June 25, 2014

Upon motion by Mrs. Brakewood, seconded by Mr. Dreves and carried, the following resolution was adopted:

- 28. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District designate the Journal News and Westmore News as official newspapers for school notices.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried, the following resolution was adopted:

- 29. RESOLVED** that the Board of Education of the Port Chester-Rye Union Free School District designate all occupational therapists and instructional staff members to serve on the Committee on Special Education and the Committee on Preschool Special Education for the 2013-2014 school year as needed, and

BE IT FURTHER RESOLVED, that the following individuals are designated as committee chairpersons:

Adrienne Mecca, CSE/CPSE
Daniel Bologna, CSE/CPSE
Dr. Bertha Cruz, CPSE/CSE

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried, the following resolution was adopted:

- 30. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District designate the following parents to serve on the Committee on Special Education and the Committee on Preschool Special Education for the 2013-2014 school year as noted below:

Barbara Kelly
Ruby Pacheco
Amanda Hiebaum
Alberto Minchala

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Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried, the following resolution was adopted:

- 31. RESOLVED** that the Port Chester-Rye Union Free School District Board of Education designate the following individuals to serve as Impartial Hearing Officers (as listed in the most current New York State roster for the 2013-2014 school year:

BRIGLIO, ROBERT
BUMBALO, PAUL
COHEN, DIANE
DEWAN, DEBRA
FARAGO, JOHN
FEINBERG, RONA
FINKELSTEIN, SHARYN
FLAME, LANA
FREED, DOLORES
GOLDSMITH, STEVEN
GROSS, LORRAINE
HALBERSTAM, SINAI
HAMPTON, NANCY
HUGHES. SHERRI. ESQ
ITZLA. AMY LYNNE
JOYNER, THERESA
KANDILAKIS, GEORGE
KAUFMAN. EUGENE
KEHOE, MARTIN III
KERSHEN, HARRY
LASSINGER, DORA
LATZMAN, PATRICIA
LAZAN, MICHAEL
LEDERMAN, NANCY
LONGO, RONALD

LUBAN, EDWARD
LUSHING, SUSAN
MACKRETH, ROBERT
MARKUS, SUSAN
MCKEEVER, JAMES
MONK, JAMES
MOORE, CHRISTINE
MORA, ESTHER
NACHMAN, ERIC
NAUN, JOHN
NISELY, ROBERT
NOE, MARY
NORLANDER, KAREN
NYDICK, DAVID
ODOM, VERONICA, ESQ
ORLAND, JANICE
OWENS, JANE
PENNINGTON, RALPH, JR
PETERS, KENNETH
PIERCE, JUDITH
QUINN, JOSEPH
RICHMOND, SUSAN MILLS
RITZENBERG, KENNETH
ROBERTS, GEORGE
ROSEN, PAUL, ESQ

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Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried, the following resolution was adopted:

- 32. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District designate the following individuals to serve on the Ethics Committee for the 2013-2014 school year:

Brian Brady
Fortunato DiRenno
Philip Gasparini

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried, the following resolution was adopted:

- 33. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District re-establish the Audit Committee to be comprised of all the members of the Board of Education and two members of the community who will serve without compensation, but are entitled to reimbursement of expenses in compliance with Chapter 263 of the Laws of 2005, "The 5-Point Plan."

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried, the following resolution was adopted:

- 34. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District designate the following District Staff Members to serve on the Residency Committee for the 2013-2014 school year as noted below:

Frank Fanelli
Maura J. McAward
Patrick Swift

Jack Guinta
Maria Somers

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried, the following resolution was adopted:

- 35. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District authorize the Superintendent or his designee to assign homebound instruction for the 2013-2014 school year.

Upon motion by Mrs. Brakewood, seconded by Mr. Johnson and carried, the following resolution was adopted:

- 36. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District authorize Dr. Edward A. Kliszus to certify the District's payroll for the 2013-2014 school year.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried, the following resolution was adopted:

- 37. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District authorize Dr. Edward A. Kliszus or his designee to certify Federal Aid Proposals and Reports for the 2013-2014 school year.

Upon motion by Mr. Dreves, seconded by Mr. Johnson and carried, the following resolution was adopted:

- 38. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District authorize Dr. Edward A. Kliszus to approve personal expenses for the Assistant Superintendents for the 2013-2014 school year, and furthermore authorize the Board of Education President to approve the personal expenses of the Superintendent.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried, the following resolution was adopted:

- 39. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District establish and authorize the School District Treasurer to arrange for a \$100 Petty Cash account for the 2013-2014 school year, and

BE IT FURTHER RESOLVED, that the disbursement of petty cash shall be restricted to a maximum of \$25 per receipt

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried, the following resolution was adopted:

- 40. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District authorize the District Treasurer to sign all District checks and withdrawals for the 2013-2014 school year. When the District Treasurer is ill and absent the Deputy Treasurer will substitute for the Treasurer as necessary.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried, the following resolution was adopted:

- 41. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District authorize the Central Treasurers of the Extra classroom Activity Funds to sign all Extra classroom Activity Fund checks for the extra classroom activities for the 2013-2014 school year.

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Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried, the following resolution was adopted:

- 42. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District authorize Maura J. McAward to arrange for the following surety bonds for the 2013-2014 school year as noted below:

District Treasurer	\$2,000,000
Deputy Treasurer	\$1,000,000
Superintendent of Schools	\$1,000,000
Asst. Superintendent for Business	\$500,000
Central Treasures-Extra-classroom Activity Accounts	

Upon motion by Mr. Johnson and seconded by Mrs. Brakewood and carried the Re-Organization meeting was adjourned at 5:43 pm.

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REGULAR MEETING

Mrs. Capeci called the Regular meeting to order at 5:43 pm and the Pledge of Allegiance was recited.

PRESIDENTS OPENING REMARKS

Mrs. Capeci asked if any of the Board Members would like to comment. All Board of Education members made congratulatory remarks and commented on a job well done by Mr. Dreves for the 2012-2013 school year.

PUBLIC COMMENT

Mr. Lori of 60 Upland Street spoke about the rising costs in his property taxes and school taxes. He pleaded for help as he can no longer afford to keep his home.

Mrs. Capeci thanked him coming and referred him to Mrs. McAward for a personal one on one meeting. She suggested he make an appointment.

TREASURERS REPORT

Upon motion by Mrs. Brakewood, seconded by Mr. Johnson and carried, the April Treasurers report was approved:

Port Chester - Rye Union Free School District

5/31/2013

	GENERAL	SPECIAL AID	CAFETERIA	CAPITAL	TRUST	ALL FUNDS	
BOOK BALANCE							
BEGINNING OF	31,322,946.75	1,104,118.88	272,540.49	65,933.27	437,773.67	33,203,313.06	
Receipts							
Revenues	461,139.74	775,332.62	43,131.49	3.43	42,180.73		
Interfund Transfers		228,027.06					
Sales Tax Receipts			71.01				
Accounts Receivable	502,740.00		2,420.00		1464.04		
Reimbursement of Expense	134,784.18		8,960.65				
Total Receipts	1,098,663.92	1,003,359.68	54,583.15	3.43	43,644.77	2,200,254.95	
Disbursements							
Warrant #32	794,417.96	70,537.34	16,575.16		12,073.15		
Warrant #33	1,866,400.31	149,189.85	169,414.85		67,001.98		
Warrant #34	(900.10)						
Payroll 5/10/13	2,006,902.90	114,351.94	4,331.42				
Payroll 5/23/13	2,035,002.35	112,675.12	4,586.88				
Payroll 5/31/13 Coach's	124,579.86	1,000.00					
Prepaid expense							
Interfund Transfers							
Total Disbursements	6,826,403.28	447,754.25	194,908.31	-	79,075.13	7,548,140.97	
END OF MONTH		25,595,207.39	1,659,724.31	132,215.33	65,936.70	402,343.31	
GENERAL			SPECIAL AID	CAFETERIA	CAPITAL	TRUST	ALL FUNDS
CASH - BANK	Rates						
BALANCES	0.100%	171,698.73	121,886.22	41,804.95	115,464.46		

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TD Bank	0.200%	275,575.37					
Hudson Valley Bank	0.049%	2,473.49					
Webster Bank	0.170%	2,340,465.25	1,400,990.24			1,736.42	
PC Credit Union	0.140%					145,544.26	
MBIA - C.L.A.S.S.	0.006%	3,019,538.04	87,035.34	10,329.11	24,131.75		
Scholarship Invest	various					139,598.17	
Signature Bank	0.350%	19,957,155.24					
TOTAL CASH - BANK	ANCES	25,595,207.39	1,659,724.31	132,215.33	65,936.70	402,343.31	27,855,427.04



Coleen Kotzur, District Treasurer

6/25/20

Date

RESOLUTIONS

Upon motion by Mrs. Brakewood, seconded by Mr. Johnson and carried, the following resolution was adopted:

A. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District participate in the National Lunch Program for the 2013-2014 school year and offer Type A lunch program, and

BE IT FURTHER RESOLVED, that all students in Grades Kindergarten through Twelve be offered the "Offer-Serve" Option of the Type A Lunch as herein set forth.

Upon motion by Mrs. Brakewood, seconded by Mr. Johnson and carried, the following resolution was adopted:

B. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District accept the policy statement for free and reduced price meals as noted below:

POLICY STATEMENT FOR FREE AND REDUCED PRICE MEALS OR FREE MILK

Port Chester-Rye Union Free School District, responsible for administration of one or more schools referred to as the school food authority (SFA), has entered into agreement to participate in the National School Lunch Program, School Breakfast Program, and/or Special Milk Program and accepts responsibility for providing free and reduced price meals and/or free milk to eligible children in the schools under its jurisdiction.

The SFA assures the State Education Department that the school system will uniformly implement the following policy with respect to determining the eligibility of children for free and reduced price meals in each school building under its jurisdiction that participates in the programs mentioned above.

In fulfilling its responsibilities, the SFA agrees to the following:

Free Meals and (For Milk Only Schools) Free Milk

To serve meals or milk at no charge to children from families approved by the SFA and whose income is at or below the income levels for free meals and milk listed on the annual income eligibility guidelines, or to children from Supplemental Nutrition Assistance Program (SNAP) households, Temporary Assistance to Needy Families (TANF) households, households participating in the Food Distribution Program on Indian Reservations (FDPIR) that provide a case number, or households that provide an Eligibility Letter from the NYS Office of Temporary and Disability Assistance or are identified through the Direct Certification Matching Process.

Reduced Price Meals

To serve lunch at a reduced price of \$.25 or less, and breakfast at a reduced price of \$.25 or less, to children from families approved by the SFA whose income is within the range of the annual income eligibility guidelines for reduced price meals.

Special Conditions

To serve free or reduced price meals or free milk to foster children in cases where the court or welfare agency is legally responsible for the child documentation from an appropriate State or local agency indicates the foster child's status.

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To provide free or reduced price meals or free milk to those children whose parents or guardians have become unemployed, provided the loss of income causes the family income during the period of unemployment to be within the eligibility criteria.

Non-Discrimination

1. That there will be no physical segregation of, or any other discrimination against, any child because of his/her inability to pay the full price of the meal or milk. The names of children eligible to receive free or reduced price meals or milk shall not be published, posted, or announced in any manner, and there shall be no overt identification of any such children by use of special tokens or tickets, or by any other means. Further assurance is given that children eligible for free or reduced price meals or free milk shall not be required to:

- Work for their meals or milk.
- Use a separate lunchroom.
- Go through a separate serving line.
- Enter the lunchroom through a separate entrance.
- Eat meals or drink milk at a different time.
- Eat a meal different from the meal sold to children paying the full price of such a meal or drink milk different from that sold to children paying the full price.

2. That in the operation of Child Nutrition Programs, no child shall be discriminated against because of his or her race, gender identity, sex, age, color, disability, national origin, religion, reprisal, political beliefs, marital status, familial or parental status, sexual orientation, all or part of income is derived from public assistance or protected genetic information in employment or in any activity conducted or funded by the Department.

Hearing Procedures

To establish and use a fair hearing procedure in cases of appeal by parents of the school's decision on applications and in cases where the school official challenges the accuracy of information contained in an application or of the continued eligibility of any child for a free or reduced price meal or free milk. During appeal, hearing, and disposition of the case, the child will receive free or reduced price meals or free milk.

To maintain, for a period of three years plus the current year, records of all such appeals, challenges, and dispositions.

That in initiating the hearing procedure, the parent or local school official may request a conference to provide an opportunity for the parent and school official to discuss the situation, present information, and obtain an explanation of data submitted in the application and decisions rendered. Such a conference shall not in any way prejudice or diminish the right to a fair hearing.

That the hearing procedure shall provide:

1. A simple, publicly announced method for making an oral or written request for a hearing;
2. An opportunity to be assisted or represented by an attorney or other person in presenting an appeal;
3. An opportunity to examine, prior to and during the hearing, the documents and records presented to support the decision under appeal;
4. That the hearing shall be held with reasonable promptness and convenience and that adequate notice shall be given as to the time and place of the hearing;
5. An opportunity to present oral or documentary evidence and arguments supporting the position;
6. An opportunity to question or refute any testimony or other evidence and to confront and cross-examine any adverse witnesses;
7. That the hearing shall be conducted and the decision made by a hearing official who did not participate in making the decision under appeal or in any previous conference;
8. That the decision of the hearing official, who may not be the same person as the reviewing and/or the verification official, shall be based on the oral and documentary evidence presented at the hearing and made a part of the hearing record;
9. That the parties concerned and their designated representative shall be notified in writing of the decision of the hearing official;
10. That a written record shall be prepared with respect to each hearing which shall include: the decision under appeal; any documentary evidence and a summary of any oral testimony presented at the hearing; the decision of the hearing official, including the reasons therefore and a copy of the notification to the parties concerned of the decision of the hearing official; and
11. That such written record of each hearing shall be preserved for a period of three years plus the current year and shall be available for examination by the parties concerned or their representative at any reasonable time and place during such period.

Reviewing Official

A reviewing official shall review and make determinations of eligibility using the criteria outlined in this policy to determine which individual children are eligible for free or reduced price meals or free milk. The official should sign, date, and indicate eligibility determination on each application.

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Notice to Parents

To send at the beginning of each school year, and whenever there is a change in eligibility criteria, to the parent or guardian of each child, a letter such as the prototypes in Attachment VII or IX, including a form on which to make application for free or reduced price meals or free milk, and a parent disclosure letter and consent statement.

Applications

To advise parents to complete the application and return it or submit the Eligibility letter received from the NYS Office of Temporary and Disability Assistance to the reviewing official for eligibility determination.

Such applications, eligibility letters, and documentation of action taken, will be maintained for three years plus the current year after the end of the school year to which they pertain.

To accept applications at any time during the year and to supply applications to any parent enrolling a child in a school for the first time.

To accept the application of a child who transfers from one school to another under the jurisdiction of the SFA. Copies of the application or Eligibility letter and eligibility dates should be retained with the records of both schools. The application from the transfer student from another SFA must be reviewed to ensure that it is correctly approved. Incorrectly approved applications cannot be accepted.

To inform parents of eligibility determinations. Parents must be notified in writing of the reason(s) for denial of their application, notification of the right to appeal, instructions on how to appeal, and a reminder to parents that they may reapply for free and reduced price benefits at any time during the school year. Copies of denial letters to parents must be maintained for three years plus the current year. If a family reapplies with a lower income after being denied benefits, the new reported income must be verified.

Verification of Applications

Verify the eligibility of applicant households **by November 15** in accordance with program regulations and annually maintain records including: (1) a summary of the verification efforts; (2) the total number of applications on file by October 1; (3) the percentage or number of applications verified; and (4) the total number of children represented on those applications selected for verification. Additional requirements will be detailed in the Income Verification memo. Failure to conduct verification will result in the SFA being ineligible to receive free and reduced price reimbursement.

Anonymity and Accountability

To establish a procedure to collect money from children who pay for their meals or milk which prevents overt identification, and accounts, at the point of service, for the number of free and reduced price and full price meals served or the number of half-pints of free and full price milk served. The procedure(s) adopted will be used in order that no other child in the school will consciously be made aware, by such procedure, of the identity of the children receiving reduced price meals, free meals, or free milk.

Amendments to Policies

To submit to the New York State Education Department any alterations or amendments to the policy including eligibility criteria, applications, public announcements, etc., for approval prior to implementation. Such changes will be effective following approval by the NYSED Child Nutrition Program Administration office. Any and all changes in eligibility criteria shall be publicly announced in the same manner used at the beginning of the school year.

Records

To maintain a file of the following records for three years plus the current year after the end of the fiscal year to which they pertain:

1. All eligibility determinations obtained through the Direct Certification Matching Process
2. All applications and Eligibility letters returned and documentation of action taken
3. Records of all appeals and challenges and their disposition.
4. All notifications of eligibility determinations, including benefit denial letters.
5. Records of all verification efforts and resulting eligibility changes.

Public Release

On or about the beginning of the school year, a public release containing the same information supplied to parents and including both free and reduced price eligibility criteria should be provided to the informational media (local newspaper), the local unemployment office, and any major employers contemplating large layoffs in the areas from which the school draws its attendance. Documentation must be kept on file for three years plus the current year identifying where the public release was sent.

Special Assistance - Provisions 1 and 2 (where applicable)* and Community Eligibility Option

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Provision 1: Biennially, notify parents, distribute and certify applications for free students in schools where at least 80 percent of all enrolled children are eligible for free or reduced price meals. Annually, notify, distribute, and certify applications for all other students enrolled in the school. Maintain accountability and record keeping requirements as mandated by program regulations for this alternate system.

Provision 2: In schools where all enrolled children, regardless of their category of eligibility, are served meals at no charge; notify parents, distribute, and certify applications for free and reduced price students once every four consecutive school years. For three years after the base year, the school is not required to count meals served by category for claiming purposes. After the base year, the building's monthly reimbursement is based on total meal counts and monthly claim statistics from the base year. Maintain accountability and record keeping requirements as mandated by program regulations for this alternate reimbursement system.

*** If your school year begins in September, you must notify Sandy Sheedy by September 1, 2013 if you intend to participate in Provision 1 or 2 for the 2013-2014 school year. If your school year begins in July, you must notify Sandy Sheedy by July 1, 2013.**

Community Eligibility Option, Provision 4: Schools where at least 40 percent of enrolled students have been deemed free eligible through a means other than an income application (i.e., directly certified using electronic SNAP/TANF data, the OTDA School Meals letter, homeless, migrant, runaway, foster, and head start) as of April 1, 2013, may participate in the Community Eligibility Option for the 2013-14 school year. The schools will receive reimbursement in the free and paid category based on the percentage of directly certified students as noted above times a multiplier (as written in federal regulation). For more details about participation and how to apply, please see the CEO Memo on the Child Nutrition Management System website.

Administrative Prerogative

In certain circumstances, when households fail to apply for free or reduced price meals, the nutritional needs of students who are obviously at an economic disadvantage may be addressed by local officials.

Using administrative prerogative, local officials may complete an application for a student known to be eligible if the household had applied. This judgmental option acknowledges the various reasons that a family may fail to apply for free or reduced price meals, such as lack of understanding, fear of authority, alien status, substance abuse, etc.

To exercise this option properly, an application must be completed on behalf of the student, based on the best family size and income information available. The source of this information must be noted on the application. Exhaustive prior efforts must be made by the SFA to obtain a completed application from the parent or guardian and efforts must be documented.

The names of all household members, a social security number, or an adult signature need not be secured. Instead, the name of the student, household size, estimated family income, and the administrator's signature must be provided. The household must be notified of the student's approval status for free or reduced price meals. These applications should be excluded from the verification process.

This option must be used judiciously and only after repeated efforts to obtain applications from families have been unsuccessful. It is to be used on an individual basis and not to provide eligibility determinations for large numbers of students. It also may not be used when family income is above the eligibility guidelines, even though the children are not coming to school with a meal or money. Family economic status must remain the criterion for administratively making the decision to place the student on free or reduced price meals.

Meal Eligibility for Homeless/Migrant/Runaway Children

The United States Department of Agriculture (USDA) has acknowledged that the number of homeless, migrant and runaway children has risen considerably in the last few years, and that parents/guardians who are homeless or migrant often fail to return a free meal application, and these children are often not included in the direct certification process. While administrators can exercise the administrative prerogative option for determining program eligibility, this process is only intended to be exercised on a case-by-case basis and becomes burdensome in areas where there are many homeless/runaway children residing in shelters or migrant status children. USDA has therefore established the following procedures for all Child Nutrition Programs when an application is not submitted by the household or it is not anticipated that an application will be submitted:

- The migrant coordinator, homeless liaison or runaway provider may provide you with a list of eligible children. The list must be dated and signed by the coordinator, liaison or provider. These children are then directly certified for free meals for the school year. No other documentation is needed. This is the preferred option.
- Other options:
- The director of the homeless shelter at which the child resides can complete and submit an application for the child;
- Local level officials may complete an application for a child and approve the child for free meals based solely on their knowledge that the child's address is a homeless shelter or that the child has no known address and is indeed homeless;

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- If large numbers of homeless children make it impractical for a homeless shelter or school officials to complete individual applications, the school administrator may establish a list of eligible students based on his/her knowledge of the family's residence (shelter, address, car, etc.). The documentation necessary to substantiate free meal eligibility for a list of children must contain at a minimum the following information:
 - The child's name
 - The effective date of eligibility determination
 - The name of the shelter, etc., where the child resides
 - The signature of the determining official
 - The date of withdrawal from the shelter, school, or program.

- Documentation of migrant status children should be maintained by the school migrant coordinator as documentation to substantiate free meal eligibility. This should include the date, the child's name, and signature of the migrant coordinator.

Food Distribution Program on Indian Reservation (FDPIR)

Public and nonpublic schools participating in the School Lunch, Breakfast, or Special Milk Programs with children in attendance originating from either the St. Regis Mohawk Tribe or the Seneca Nations of Indians may accept insertion of a Food Distribution Program on Indian Reservation (FDPIR) case number in lieu of household income, SNAP number, or TANF number.

Food Substitutions for Children With Disabilities

Federal regulations governing the operation of Child Nutrition Programs and Section 504 of the Rehabilitation Act of 1973 require that children with disabilities be offered the opportunity to participate in all academic and nonacademic activities including the school nutrition programs. To ensure that these children are not denied reasonable access to the programs, the Department of Agriculture's regulations require schools and institutions to make reasonable accommodations, such as providing substitutions in the regular meal patterns, for children who have a disability and whose disability restricts their diet. A student with a disability is defined in 7 CFR part 15b.3 as one who has "... a physical or mental impairment which substantially limits one or more major life activities..." Major life activities are defined to include functions such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working.

Accordingly, meal substitutions must be made for children with disabilities and must be supported by a statement signed by the physician attesting to the need for the substitutions and recommending alternate foods. These meals must be offered at no extra charge. Substitutions may also be made for non-disabled children who are unable to consume the regular meal because of medical or other special dietary needs, though schools are not required to do so in these instances. Substitutions for non-disabled children must be supported by a statement signed by a recognized medical authority. **Children with disabilities are not automatically eligible for free meal benefits.** Parents must adhere to the same income eligibility criteria and procedures used for all children.

Upon motion by Mrs. Brakewood, seconded by Mr. Johnson and carried, the following resolution was adopted:

C. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District set the food service meal prices for 2013-2014 and thereafter as noted below:

Student Meal Prices:

Elementary School Breakfast	No Charge
Elementary School Lunch	\$1.00
Middle School Breakfast	No Charge
Middle School Lunch	\$1.25
High School Breakfast	No Charge
High School Lunch	\$1.30
Students Qualifying for Reduced Price Meals	\$0.25
Students Qualifying for Free Breakfast	No Charge
Students Qualifying for Free Price Lunch	No Charge

Adult Meal Prices:

Lunch District-wide

In accordance with New York State Child Nutrition Administration

Upon motion by Mrs. Brakewood, seconded by Mr. Johnson and carried, the following resolution was adopted:

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D. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District authorize the Purchasing Agent to execute the following contracted services for the 2013-2014 school year as noted below:

	Name	Function	Rate	Not to Exceed	Funded
1	Jeanne LoCascio	Mentor Consultant	\$700/day	\$10,000.00	General
2	Leslie Salvatore	ELA Consultant	\$500/day	\$10,000.00	General
3	CBIZ	Asset Inventory	Flat Rate	\$8,075	General
4	Susan Merims	Food Service Consultant	\$200/hour	\$32,000	Cafeteria Fund
5	OMNI	403(b) Compliance	Flat Rate	\$3,768	General
6	ED-DATA	Supply Bid Service	Flat Rate	\$4,600.00	General
7	ED-DATA	Skilled Trades Time & Material	Flat Rate	\$1990.00	General
8	ED-DATA	Athletic Supplies	Flat Rate	\$550.00	General
9	INFOMATIC	Accounting Software	Flat Rate	\$7,972	General
10	NYSSBA	Policy Plus	Flat Rate	\$2,350	General
11	Fuller and D'Angelo	Architectural Services	Sliding Scale	Project Scope	General
12	LunchByte Systems, Inc.	Computerized Point-of-Sale Accountability System	Flat Rate	4,755.35	General
13	Warren and Panzar	Environmental Engineering Services	Flat Rate	Project Scope	General

Upon motion by Mrs. Brakewood, seconded by Mr. Johnson and carried, the following resolution was adopted:

E. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District accept the following proposals for insurances and that the Purchasing Agent be authorized to execute said insurance contracts as noted below:

Student Accident insurance through Pupil Benefits. The annual premium for the 2013-2014 school year \$35,194.85

General Liability, Property, Earthquake & Flood, Automobile, Excess Catastrophe Liability, School Board Liability, Inland Marine, Boiler & Machinery, Crime and Bonds insurances through the New York State School Insurance Reciprocal. The annual premium for the 2013-2014 school year \$ 252,958

Workers Compensation Insurance through Wright Risk Management Company, Inc. for Worker's Compensation Insurance through Southern Westchester Schools Cooperative Self-Insurance Plan. The annual premium for the 2012-2013 school year is \$329,548

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried, the following resolution was adopted:

F. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District hereby authorize the participation in bids in compliance with General, Municipal Law *Section 103 subdivision (3)* as noted below:

- Federal Government Office of General Services Administration

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- New York State Office of General Services (OGS)
- Westchester County Bureau of Purchase & Supply
- Various BOCES (Board of Cooperative Educational Services) throughout New York State.
- Sound Shore Consortium

These Bids are for materials and services that would be used in the normal operation of the school district. This resolution authorizes the District to participate in, but in no way obligates the District to purchase items if said items can be purchased through other sources for less money.

Upon motion by Mrs. Brakewood, seconded by Mr. Johnson and carried, the following resolution was adopted:

G. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District declare that there are significant economic and efficient benefits to the District to standardize certain equipment / mechanical systems. This standardization would benefit the District through cost savings realized by reduced replacement parts (stock), ease of maintenance, training of staff, simplified ordering of parts and the general ease of operation in compliance of the General Municipal Law *Section 103, subdivision 5.73*

This resolution does not eliminate the need for formal advertising on purchases over the bid limit. The words "or equal" - "or equivalent" are not required in the specifications.

This resolution authorizes the Superintendent of Buildings & Grounds, Purchasing Agent, Architects and Engineers to specify only these products listed above when preparing bidding specifications and related documents.

This resolution shall address the following items:

- Fire Alarm Systems - All shall be Edward Systems Technology
- Unit Ventilators - All shall be "MAGIC AIRE"
- Locks & Locksets - All shall be "Best Access Systems", locks & keying devices
- Temperature Control Systems - All shall be "Andover" brand computer systems software and control devices

Upon motion by Mrs. Brakewood, seconded by Mr. Johnson and carried, the following resolution was adopted:

H. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District extend the temporary revision (February 10, 2011, Resolution "F") of Board of Education Policy 6830.1-R to authorize use of the District issued credit cards as noted below:

Assistant Superintendent for Business - American Express
Assistant Superintendent for Business - Staples
Superintendent Building and Grounds - Home Depot

Upon motion by Mrs. Brakewood, seconded by Mr. Johnson and carried, the following resolution was adopted:

I. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District establish the mileage compensation rate for employee use of personal cars to conduct School District business at the federal rate as established by IRS regulations and

BE IT FURTHER RESOLVED, that the established mileage between schools is as noted below:

Middle School to Senior High	0.6	King Street to Park Avenue	1.1	
Middle School to Park Avenue	0.9	King Street to Edison		1.4
Middle School to King Street	1.8	King Street to Kennedy	2.0	
Middle School to Edison	1.7	King Street to Middle School	1.8	
Middle School to Kennedy	1.2	King Street to Senior High	1.3	
Middle School to ELC	1.6	King Street to ELC	2.3	
Senior High to Middle School	0.6	Edison to Kennedy	1.2	
Senior High to Park Avenue	0.3	Edison to King Street		1.4
Senior High to King Street	1.3	Edison to Park Avenue	1.2	
Senior High to Edison		1.5 Edison to Middle School		1.7
Senior High to Kennedy	1.6	Edison to Senior High	1.5	

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Senior High to ELC		1.7	Edison to ELC		1.0
Park Avenue to King Street	1.1		Kennedy to Park Avenue	1.3	
Park Avenue to Edison	1.2		Kennedy to King Street	2.0	
Park Avenue to Kennedy	1.3		Kennedy to Edison	1.2	
Park Avenue to Middle School	0.9		Kennedy to Middle School	1.2	
Park Avenue to Senior High	0.3		Kennedy to Senior High	1.6	
Park Avenue to ELC		1.6	Kennedy to ELC		0.5
Avenue	1.6				JFK-ELC to Park
JFK-ELC to King Street		2.3			
JFK-ELC to Edison		1.0			
JFK-ELC to Middle School		1.6			
JFK-ELC to Senior High		1.7			
JFK-ELC to Kennedy			0.5		

Upon motion by Mrs. Brakewood, seconded by Mr. Johnson and carried, the following resolution was adopted:

J. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District extend the Lease of the Parking Lot to County Coach Corporation for the 2013-2014 school year. The rental will be \$36,210 for the year.

Upon motion by Mr. Dreves, seconded by Mrs. Brakewood and carried, the following resolution was adopted:

K. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District approve the recommendation of the Committee on Preschool Special Education (CPSE) designating the placement of these children within the Port Chester School District, Out-of-District placement, and transportation as needed for the 2013-14 school year. The file numbers of the children are as follows:

62061	62267	62465	62289	62623	62636	62625	62773
62528	62222	62257	62641	62228	62356	62811	62771
62113	62057	62231	62051	62123	62251	62470	62801
62059	62258	62634	62071	62268	62758	62670	62072
62047	62237	62635	62198	62060	62250	62224	

Upon motion by Mrs. Brakewood, seconded by Mr. Dreves and carried, the following resolution was adopted:

L. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District approve the recommendation of the Committee on Special Education (CSE) designating the placement of these children within the Port Chester School District, Out-of-District placement, and transportation as needed for the 2013-14 school year. The file numbers of the children are as follows:

9894758	9895703	9894684	9895972	9895647	9896025
9896387	9892891	9893410	9896553	14820	9896248
62121	9892890	9895702	61535	9892602	9894693
9895575	9895966	9895699	9895947	9895707	9895943
9895574	9895165	800238	9897050	9897103	9897455
800176	9896826	7789	9896420	9896441	9894396
9894909	9895481	9894846	9897036	9895854	9897709
9897853	9898028	9893651	9896046	9895718	9895688
9898664	9896035	9895971	9896501	9895722	9893725
9896442	9896258	9897865	9895687	9895719	9896726
9892438	9896166	9896312	9898493	9896182	9897785

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9894877	9894914	9894482	3729	9894557	9894101
9892605	6065	9894488	574	9893526	8000057
9897872	9898341	9892435	9893914	8000441	9893376
9897913	9897857	800021	8000148	2068	9893868
9896017	9895324	9892934	9892568	9894246	1235
9894116	9897114	9892686	9893210	9897796	9892316
9893897	33160	9893902	9895679	9898188	9897979
9893662	9892473	9895680	9895659	9897224	9897244
8000405	9898632	9895343	9894612	9892902	9895731
9893324	9896896	9892620	9897239	800084	8000311
9896490	9898533	9892631	9894062	9895924	9896663
9892981	9898860	9893648	2837	9892151	9895283
346	9897267	9897602	9895666	9891678	9898535
9893706	61224	8000455	9894694	62643	9898598
9896221	9896448	9896436	9894277	61869	9897149
9895676	9896279	9898298	9892520	9898780	9898763
9892872	4529	9897958	1204	62109	9898856
9893892	9896434	9896150	8000254	61769	9898851
9896737	9892365	9895840	9894764	62115	61367
62247	9896257	9896370	8000031	61975	9897882
800101	9893065	9896295	9893313	9894708	9898430
9894854	8000032	9897525	9896169	9893086	5137
9895648	5696	9898532	9894239	9895467	358
9895678	9893254	9898633	9893907	8000139	9892150
8000226	9893163	9893663	9897907	9896328	28120
8000407	9892904	61345	9895974	9894752	11980
9894495	9894041	61957	9896716	9892521	9892059
9896323	9897101	9898431	9897295	9894238	9893470
9893782	9897107	8000121	9894787	9895252	9898538
9897238	9893817	9897094	9893164	5351	9898548
9897971	9892632	9897887	9893627	4173	800122
9894895	9893973	9897619	9896744	800038	24185
8000200	9898679	9892919	9895062	9895259	8880
9894857	9898683	9894798	62054	4080	9892564
5842	9897765	9893900	9896823	9894035	800077
9891637	9893760	9894766	62275	61942	9895661
800019	9891332	9892974	4556664	61916	9896666
9893527	9896397	9860008	9892484	61104	9895834
800239	99988787	4202	9892060	9892029	9896180

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61484	9894849	62570	9896705	9896589	8000190
9895289	800112	9897360	9896667	5045	9896861
20130	9891221	9896512	9896721	9898133	9894876
9894676	9897271	9895288	9898610	9893146	17720
9894700	62603	9894714	9894143	800078	9896966
9897273	9892990	9898013	9898865	9894521	8000221
9893238	9892721	9895290	9893579	9895199	62042
9896907	9895083	9897222	9896134	61355	9896957
9897215	9897181	9895537	9896601	61296	5622
9897220	9897949	9897486	61873	9898814	8000322
9897392	9897888	9894865	9896731	20960	
9896991	9896988	9896232	9897195	8000044	

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried, the following resolution was adopted:

M. RESOLVED that the Board of Education approve the recommendation of the Section 504 Committee designating the placement of these children within the Port Chester School District, Out-of-District placement, and transportation as needed for the 2013-14 school year. The file numbers of the children are as follows:

9897666	9894102
9895673	9893733
9894173	62390
9896022	9897425
9894266	9893201
9897801	61334
9895093	61297
62640	9896717
9894093	9893201

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried, the following resolution was adopted:

N. RESOLVED, that the Board of Education of the Port Chester- Rye Union Free School District extend the following contracts for the 2013-2014 with a 0% increase as noted below:

Contract Extensions

Service	Vendor	Cost
Athletic Transportation	County Coach Corp	\$75/hr
Public Relations Consultant	Furst & Associates	\$34,000/yr

Upon motion by Mrs. Brakewood, seconded by Mr. Johnson and carried, the following resolution was adopted:

O. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District award the following contract in response to a request for proposal as noted below:

	Award To	Description	Amount	Basis for Award
1	William Lauer	Video Specialist	\$36,000	RFP Response

Upon motion by Mr. Dreves, seconded by Mr. Johnson and carried, the following resolution was adopted

P. RESOLVED, that the Board of Education award the Summer Transportation Contracts for the 2013-2014 school year as noted below:

Susan Neihardt, Port Chester, New York	In an amount not to exceed \$300
Transportation of Port Chester – Rye Union Free School District student by Susan Neihardt, Port Chester, New York (parent) on a One-Month Emergency Basis as follows: 1 Special Education student residing with said parent at 114 Breckenridge Avenue, Port Chester, New York to Westlake Middle School Summer Program, Thornwood, New York.	

BE IT FURTHER RESOLVED, that the number of children, buses, vans, monitors, or cost approved in each contract is subject to change in accordance with New York State Education Law and Commissioner’s Regulations.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried, the following resolution was adopted

Q. RESOLVED, that the Board of Education amend Resolution E dated June 19, 2013 for Summer Transportation Contracts for the 2012-2013 school year as noted below:

BOCES Transportation White Plains, NY	In an amount not to exceed \$147,494
Transportation of forty-three Port Chester - Rye Union Free School District students, fifteen monitors, and one nurse to Anderson School, Andrus, Ann Hutchinson, Clearview, Concord Road School, Eastchester High School, Hawthorne Country Day School, Hawthorne Elementary School, Hommocks, Irvington Schools, Isaac Young, Kenneth Clarke Academy, Mahopac Falls, Peekskill Middle School, Pelham Schools, Pierre Van Cortlandt Middle School, Port Chester Middle School, Rye Lake Campus, St. Matthews Church, United Cerebral Palsy, in an amount not to exceed \$147,494.	

BE IT FURTHER RESOLVED, that the number of children, buses, vans, monitors, or cost approved in each contract is subject to change in accordance with New York State Education Law and Commissioner’s Regulations.

Upon motion by Mrs. Brakewood, seconded by Mr. Johnson and carried, the following resolution was adopted

R. RESOLVED, that the Board of Education approve entering into an agreement with the Port Chester Carver Center for rental of pool area for a 10 weeks commencing on August 19th 2013 – November 2, 2013 at the cost of **\$4,000**.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried, the following resolution was adopted

S. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District approve the 2013-2014 Contract for Educational Services with Southern Westchester Board of Cooperative Educational Services (SWBOCES) as noted below:

	Award To	Description	Amount
1	SWBOCES	Educational Services	\$5,586,702

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried, the following resolution was adopted

T. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District authorize the school District Treasurer to pay General Fund, Federal Fund, Cafeteria Fund, Trust & Agency Fund and Capital Fund bill schedules, and Payrolls as well as complete budget transfers as necessary. Said bill schedules, payrolls, and transfers will be approved by the Board of Education at the first available board meeting.

Upon motion by Mr. Dreves, seconded by Mr. Johnson and carried, the following resolution was adopted

U. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District, at its discretion and in the best interest of the District, elects to forgo the written quote and bid requirements for the following professional service procurements in keeping with Policy 6700R – Purchasing Regulation.

	Name	Program	Rate	Term	Funded
1	SER of Westchester	MS Summer, 2013 Consultant Staff	\$10,000	Summer 2013	Extended Day/Title I
2	Family Services of Westchester	After School Programming/Social Work-District-Wide	\$53,000	2013-2014 school year	Extended Day
3	Velez Consulting	21 st Century End of Year Consultant MS/HS	\$15,000	Summer 2013	21 st Century-MS HS
4	Port Chester Council for the Arts	21 st Century End of Year Consultant Elementary	\$15,000	Summer 2013	21 st Century Oasis
4	Gladys Vera	Summer 2013 Translations	\$1,000	Summer 2013	Title III

Upon completion of the all resolutions, Senator George Latimer arrived and Mrs. Capeci adjusted the order of the agenda so the Board can discuss the critical issue of the lost after school grant – OASIS.

Ms. Capeci called Mr. Frank Fanelli to the podium to discuss the current after school programming.

Mr. Fanelli took to the podium. He informed the Board all the pros and cons to losing the Grant for OASIS. Work is being done to ensure there is an after school program for the 2013-2014 school year.

Senator Latimer took to the podium after Mr. Fanelli's speech to assure the Board and the public that he will personally see to it that Albany hears of Port Chester's concern regarding the after school program. He would be happy to come back privately to discuss after school programming.

Mr. Corbia thanked Senator Latimer for coming and his support.

Ms. Capeci returned the meeting to the agenda.

CORRESPONDENCE

Upon motion by Mrs. Brakewood, seconded by Mr. Dreves and carried, the following donation was accepted:

RESOLVED, that the Board of Education of the Port Chester- Rye Union Free School District approve the donation of a Peachtree for the JFK Garden from the 5th grade Student Council.

Total Value: \$ 271.25

Upon motion by Mrs. Brakewood, seconded by Mr. Dreves and carried, the following donation was accepted:

RESOLVED, that the Board of Education of the Port Chester- Rye Union Free School District approve the donation of a gym curtain for the Port Chester Middle School Gymnasium from the PCMS PTA.

Total Value: \$ 1,500

Mr. Dreves complimented the efforts of the PTA.

Mrs. McAward read the Request for Action items on behalf of Dr. Kliszus' absence.

Upon Motion by Mr. Dreves, seconded by Mrs. Brakewood and carried, items 1 -15 were approved:

The Superintendent recommends action on the following matters. Resolved that

1. Maura Webb, Wilton, Connecticut, be approved for a three-year probationary appointment as Speech Therapist, at 98% of the 2011-2015 Teachers Salary Agreement, Step 10-Level 6, effective September 1, 2013 through August 31, 2016. Ms. Webb received a B.A. Degree from Westfield State College and a M.S. Degree from Boston University. Ms. Webb received NYS Fingerprint Clearance for Employment September 21, 2009. Her assignment will be District-wide and will include participation in designated school related organizational activities. She has been in the District since September 1, 2009 as a .60 Speech Therapist; the increased .40 position is being grant funded, making this a full time position.
2. The resignation of Luz Mendoza, Elementary Teacher at Park Avenue School, be accepted effective August 31, 2013.
3. The following individual(s) be appointed to position(s) for the 2012-2013 school year:

Cynthia Ponce - Kindergarten Screening Team – John F. Kennedy School	\$42 per hour
Mayra Estrella - Kindergarten Screening Team – John F. Kennedy School	42 per hour
Cynthia Casterella - Kindergarten Screening Team – John F. Kennedy School	42 per hour
Monica Barreto - Kindergarten Screening Team – John F. Kennedy School	42 per hour
Diana Pennino - Kindergarten Screening Team – John F. Kennedy School	42 per hour
Juliatt Roskell - Kindergarten Screening Team – John F. Kennedy School	42 per hour
Leidy Cuzon - Kindergarten Screening Team – John F. Kennedy School	42 per hour

4. The following individuals be appointed to positions for the 2013 summer program:

Patricia Johnson	Special Education CSE Meetings – District	\$42 per hour
Lori Huhne	Special Education CSE Meetings – District	42 per hour
Karen Provenzano	Special Education CSE Meetings – District	42 per hour
Valerie Henigson	Special Education CSE Meetings – District	42 per hour
Maria Recchia	Special Education CSE Meetings – District	42 per hour
Sara Sadoff	Special Education CSE Meetings – District	42 per hour
Caryn Rodman	Special Education CSE Meetings – District	42 per hour
Jennifer Carriero Dominguez	Special Education CSE Meetings – District	42 per hour
Ana Ford	Special Education CSE Meetings – District	42 per hour

Bertha Cruz	Special Education CSE Meetings – District	42 per hour
Ayse Ruvolo	Special Education CSE Meetings – District	42 per hour
Anthony Bellettieri	Special Education CSE Meetings – District	42 per hour
Michael Watson	21st Century Summer Program Teacher – Middle School	42 per hour
Regina Shaw	21st Century Summer Program Teacher – Middle School	42 per hour
Rina Esquivel	Dual Language Summer Academy Teacher – Park Avenue School	42 per hour
Jenny Maldonado	Dual Language Summer Academy Teacher – Park Avenue School	42 per hour
Vanessa Sanchez	Dual Language Summer Academy Teacher – Park Avenue School	42 per hour
Maria O’Brien	Dual Language Summer Academy Teacher – Park Avenue School	42 per hour
Marianne Scofield	Dual Language Summer Academy Teacher – Park Avenue School	42 per hour
Jessy Granados	Dual Language Summer Academy Teacher – Park Avenue School	42 per hour
Lianet Lopez	Dual Language Summer Academy Teacher – Park Avenue School	42 per hour

5. The following individual(s) receive in-service credit, as follows:

<u>Name</u>	<u>Course</u>	<u>Credit</u>	<u>Location</u>	<u>Semester</u>
John Cafaldo	Games Approach to Teaching Physical Education and Sports	3	U.S. Sports Academy	Spring ‘13
John Cafaldo	Ethics in Sports	3	U.S. Sports Academy	Spring ‘13
Joshua Tenzer	Philosophy, Principles and Organization Of Athletics In Education	3	Rye Neck CSD	Fall ‘12
Joshua Tenzer	Health Sciences Applied to Coaching	3	Port Chester	Spring ‘13
Michelle Santucci	Inclusion: Making It Work	3	The New York Center For Teacher Development	Spring ‘13
Kathy Franceschini	Common Core Standards	3	The New York Center For Teacher Development	Spring ‘13

6. The following individual(s) be approved to serve as Substitute Teacher(s)/Teacher Assistant(s)/Tutor(s)/Intern(s)/Student Teacher(s)/Volunteer(s) on an as-needed basis for the 2013-2014 school year. They are either Fingerprint Cleared or “Grandfathered” in:

Corey Crane

7. The following individuals be appointed to provide consultant services for the High School Band for the 2013-2014 school year. Expenses will be reimbursed to the district by the Port Chester High School Band Association. They were appointed at the June 19, 2013 board meeting, but the following are their amended amounts.

Amanda Scocchera	Guard	\$3,000 amended from	\$1,800
Dan Marcone	Percussion	\$800 amended from	\$1,500

8. The following individuals be approved as Cleaner Substitutes at a rate of \$10.50/hour effective July 1, 2013 – June 30, 2014 unless otherwise noted. Said appointees may also serve as long-term substitutes, if and when required, at Step 1 of the Cleaner CSEA pay scales. All have received NYS Fingerprint Clearance.

Cleveland Alford Steven Calabrese Julio Garcia

9. Jeanette Stever, Port Chester, New York, be approved as a Clerical Substitute at a rate of \$10.50/hour effective June 24, 2013 – July 15, 2013. Mrs. Stever has received NYS Fingerprint Clearance. Her assignment is the Edison School Principal’s Office.

10. Rosario Renda, Bridgeport, Connecticut, be approved as an Asbestos and Lead Compliance Officer effective July 1, 2013 – August 31, 2014. Mr. Renda will receive an annual stipend in the amount of \$2,500. His assignment is District-wide.

11. Marta Arango, Port Chester, New York, be approved for an appointment as Teacher Aide to the 2013-2014 PCMS Summer Program at a rate of \$17/hour, effective July 1 – July 26, 2013, 11:30 a.m. - 1:30 p.m. Ms. Arango is a 10-month employee of the Port Chester-Rye Union Free School District and is NYS Fingerprint Cleared.

12. Deena Lovallo, Port Chester, New York, be approved for an appointment as Teacher Aide to the 2013-2014 Summer School Program (Special Education) at her contracted hourly rate of \$21.70, should her services be required. Mrs. Lovallo is a 10-month employee of the Port Chester-Rye Union Free School District and is grandfathered with regard to NYS Fingerprint Clearance.

13. The Budget Transfer in the amount of \$49,354.10 Schedule #17, dated June 27, 2013, be approved for the 2012-2013 school year.

14. Warrant #36, including in-between checks, dated July 2, 2013, be approved:

General Fund	\$989,871.47
Federal Fund	62,048.77
Cafeteria Fund	3,583.17
Trust & Agency Fund	2,000,347.96
Capital Fund	0

15. The following payrolls be approved:

General Fund – June 21, 2013	\$1,744,480.07
General Fund – June 21, 2013	2,889,365.36
General Fund – June 28, 2013	72,179.79
Federal Fund – June 21, 2013	116,855.12
Federal Fund – June 21, 2013	151,388.03
Federal Fund – June 28, 2013	27,601.75

BOARD OF EDUCATION ISSUES

Port Chester Middle School Field

Mrs. McAward presented a Power Point presentation on what it would take to rebuild the PCMS field. This included a cost analysis, testing requirements for the top soil, storage requirements and the SED pre requisite approval process.

Mr. Dreves followed with comments from previous findings over the course of his experience with similar issues in the district.

Mr. Johnson commended Mr. Dreves for looking into the PCMS field issue in such a detailed fashion and Ms. McAward for the detailed presentation.

Mrs. Brakewood thanked Mr. Carriere for coming forward. The Board may choose to consider this as part of aa Bond for 2017.

Mr. Corbia expressed his determination for making the PCMS usable for the students.

Ms. McAward requested Board approval for a grade study. Total formal offer commissioned \$ 8,750.
Board unanimously approved.

After School Programming – previously addressed.

BOARD OF EDUCATION ROUNDTABLE

Mrs. Brakewood enjoyed the graduation as well as speeches made by all.

Mr. Corbia would like to see a 4 -5 yr academic plan. We need to know where we are going as district and how we are going to get there.
He wished everyone a great summer

Ms. Capeci suggested that Mr. Corbia add his request for a plan to the Board Retreat Agenda.

Mr. Corbia assured Ms. Capeci that he would follow through at the Retreat.

Mr. Johnson agreed with the concept of an academic plan.

Mr. Dreves agreed that the Graduation was wonderful and extremely well done. Board Calendar is approved. He thinks a topic for discussion for the BOE Retreat should be a list of requested reports through the year (e.g. Mr. Corbia's request for a Technology report).

Mrs. Capeci, suggested that dates could set and sent to Yvette in terms of what the Board would like to discuss at the retreat and added to the Agenda.

Yvette will send last year's agenda via email to use as a starting point.

A suggested change and time for the Retreat was requested and approved.

Tuesday, August 20th at 10:00 am announced as a possibility. Confirmation from each Board member will follow.

Mrs. Capeci would like to thank the Westmore News for the thorough coverage of the PCHS Graduation and its students. She noted that it is a wonderful small town paper with substantial circulation.

There being no further business at 7:41 p.m. and upon motion by Mr. Corbia, seconded by Mr. Dreves the meeting was adjourned.