

Port Chester-Rye Union Free School District  
Board of Education – Regular Meeting Minutes  
November 13, 2018 – Middle School

Present: Carolee Brakewood, President, Christopher Wolff, Vice President and Trustees Thomas Corbia and Lou Russo

Also Present: Dr. Edward A. Kliszus, Superintendent of Schools; Joseph Durney, Deputy Superintendent; Sandra Clohessy, School Business Administrator; and Cathy Maggi, District Clerk

Absent: Anne Capeci, Trustee

### **Call to Order**

At 7:00 p.m., Mrs. Brakewood called the meeting to order and the Pledge of Allegiance was recited.

### **President's Opening Remarks**

Mrs. Brakewood welcomed everyone to the meeting. The construction report will be provided at the December meeting. At Park Avenue School all of the steel framing is up for the new classrooms and the next step is the pouring of concrete. The green turf field area has been completed at Edison School and demolition has begun at King Street School. There will be three reports tonight.

### **Edison Elementary School Report**

Principal of Edison School Ivan Tolentino delivered his state of the school address. He thanked his staff and buildings and grounds personnel for getting the building ready and the extra efforts for a smooth transition this school year. He thanked the Port Chester community on behalf of the students for the new turf field which the children are already enjoying. Edison School received for the fourth time in the last five years, the No Place for Hate School award, with Mr. Tolentino thanking Ms. Jill Buchholz for all her hard work.

He thanked all of Edison's School partners who continue to help make Edison School the model community school that continues to receive visitors from all of New York and the world to see how they can learn from their best practices. He thanked many of his teachers for their work in the current programming at Edison School and thanked the PTO for all their hard work and events they organize. Edison School was awarded the Beating the Odds recognition and Mr. Tolentino presented certificates to students for their outstanding achievement on the New York State Assessments.

Board of education members and Dr. Kliszus thanked Mr. Tolentino for his report and for all the wonderful work being done at Edison School. The teachers, staff and parents were thanked again for all they do.

### **Curriculum, Instruction and Assessments**

A report was provided by Dr. Colleen Carroll that was well received by the Board.

### **Bilingual & ELL Programs**

A report was provided by Mr. Felipe Orozco that was well received by the Board.

Mrs. Brakewood called a short recess at 7:27 p.m. The meeting was called back into session at 7:30 p.m.

### **Report From Superintendent**

Request for Action

Upon motion by Mr. Wolff, seconded by Mr. Russo and carried (4-0), the resolutions were unanimously approved.

The Superintendent recommends action on the following matters. Resolved that

1. The Maternity Leave of Absence granted at the August 29<sup>th</sup> meeting to Jennifer Detlefs, West Harrison, New York, as Teaching Assistant at the Middle School, beginning approximately September 11, 2018 through November 9, 2018 be extended through February 13, 2019. Mrs. Detlefs will use accumulated sick leave during the time her doctor attests to her inability to perform her duties due to pregnancy, delivery and self-care. The remainder of her Leave of Absence will be a Family Medical Leave without pay; but benefits will continue to a maximum of 12 weeks. The Family Medical leave will not be counted for seniority or for longevity purposes.

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2. An extended Maternity Leave of Absence be granted to Katherine Hohman, New Rochelle, New York, as Science Teacher at the Middle School, beginning approximately December 5, 2018 through June 30, 2019. This Leave of Absence will be without pay or benefits. She will not advance in seniority nor will said leave be counted for longevity purposes.
3. Marvin DeLeon, Harrison, New York, be approved as a Long Term Substitute Teacher to replace Elizabeth Florencio at Park Avenue School, beginning approximately September 17, 2018 through November 2, 2018 at an anticipated daily rate of \$100. If this assignment continues past 20 working days, the daily rate will increase to \$125.
4. The resignation of Lauren Fabrizio, Teaching Assistant at the High School, be accepted effective November 12, 2018.

5. The following individuals be appointed to positions for the 2018-2019 school year:

Mattie Gooden	Royal Steppers Advisor – High School	\$589
Ayse Ruvolo	Mentor – High School	700
Joseph Carvin	One World Club Volunteer – High School	
Gregory Cole	Boys Basketball Assistant Coach	2,473
Erika Perez	Regents Review Teacher – High School	42 per hour
Jeffrey Querfeld	Regents Review Teacher – High School	42 per hour
Caitlin Maggi	Regents Review Teacher – High School	42 per hour
Kristin Pascuzzi	Balanced Literacy Bilingual Curriculum Writing Team	42 per hour
Diana Berrios	Balanced Literacy Bilingual Curriculum Writing Team	42 per hour
Colleen Moore	Balanced Literacy Bilingual Curriculum Writing Team	42 per hour
Colleen Moore	Title III ELL Systems for Success Initiative Team	42 per hour
Colleen Moore	Title III Virtual Professional Development Team Facilitator	42 per hour
Kristin Pascuzzi	Title III Virtual Professional Development Team Facilitator	42 per hour
Lindsay Chudoba	Title III Virtual Professional Development Team Facilitator	42 per hour
Allison Lazcano	Title III After School ELL, New Comer & Parental Engagement Programs	42 per hour

6. The following individuals be approved to serve as Substitute Teachers/Teacher Assistants/Tutors/Interns/Student Teachers/Volunteers on an as-needed basis for the 2018-2019 school year. They are either Fingerprint Cleared, “Grandfathered” in or on a twenty-day emergency basis:

Ornix Batista	Elizabeth Almejo	Mark O’Dell	Jill DeJesus
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7. The following individual(s) be appointed Athletic Event Supervisor(s) for the 2018-2019 school year at a stipend of \$50 per school event and/or \$25 per hour for Tournaments, providing the individual is not a member of the coaching staff for the particular event: Daniel Doherty
8. Erika Zepeda, Port Chester, New York, be approved for a probationary appointment as Lunch Monitor, 3 Hours/day, 10 months, \$12 an hour effective November 2, 2018. Mrs. Zepeda is NYS Fingerprint Cleared. Her assignment is Thomas Edison School.
9. Elizabeth DeMarco-Burns, Mamaroneck, New York, having performed her duties in a competent, efficient and satisfactory manner, be granted permanent status as a Sr. Office Assistant (Auto Sys), effective September 1, 2018. Her assignment will remain at Port Chester High School.
10. The Leave of Absence without pay or benefits granted to Michael Lupo, Teacher Aide, (10 months/6 hours a day), effective September 1, 2018-November 1, 2018, be extended until January 2, 2019.
11. The following individual(s) be approved as Clerical, Teacher Aide, Lunch Monitor, Hall Monitor or Breakfast Monitor Substitute(s) at a rate of \$12/hour. Said appointee(s) may also serve as long-term substitutes, if and when required, at Step 1 of the Teacher Aide or Typist CSEA pay scales. All have received NYS Fingerprint Clearance or are grandfathered.

Erin Grosse (\$18.96/hour Effective October 29, 2018- December 31, 2018)

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12. The following individual(s) be approved as Cleaner Substitute(s) at a rate of \$12.00/hour effective November 1, 2018 – June 30, 2019. All have received NYS Fingerprint Clearance or are grandfathered.

Stephan Pride  
Stephen Rosabella

13. The Budget Transfer in the amount of \$6,004.66, Schedule #6, dated November 8, 2018, be approved for the 2018-2019 school year.

14. The following warrants be approved:

	WARRANT #9 10/26/18	TOTAL
GENERAL FUND	279,649.41	279,649.41
SPECIAL AID	16,669.70	16,669.70
CAFETERIA FUND	146,735.56	146,735.56
TRUST & AGENCY	933,756.72	933,756.72
CAPITAL FUND	275,824.98	275,824.98
	1,652,636.37	1,652,636.37

15. The following payrolls be approved:

	PAYROLL DATE	TOTAL PAYROLL
GENERAL FUND	10/26/18	\$ 2,076,701.63
CAFETERIA	10/26/18	\$ 4,936.93
SPECIAL AID	10/26/18	\$ 83,868.41

**Public Comment**

Mrs. Brakewood opened the floor for public comments:

Jody Helmle, Austin Place, thanked board members and administration for attending the Veteran’s Day celebration on November 9<sup>th</sup>. She also had a question regarding the Dual Language Program that was subsequently answered by Mr. Orozco.

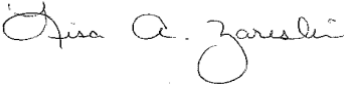
Public comment was closed.

**Treasurer’s Report (have to update)**

Upon motion by Mr. Wolff, seconded by Mr. Russo and carried, the September 2018 Treasurer’s Report was passed unanimously (4-0).

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**PORT CHESTER - RYE UNION FREE SCHOOL DISTRICT**  
**TREASURERS REPORT**  
**MONTH OF SEPTEMBER 2018**

		GENERAL	SPECIAL AID	CAFETERIA	CAPITAL	TRUST	ALL FUNDS
<b>BOOK BALANCE @ 9/1/18</b>		<b>4,858,777.85</b>	<b>117,648.60</b>	<b>393,712.06</b>	<b>29,126,175.48</b>	<b>233,694.26</b>	<b>34,730,008.25</b>
<b>RECEIPTS</b>							
Tax Collections (Property, PILOTS, County Sales Tax)		1,755,604.65	-	-	-	-	
State & Federal Aid		4,444,615.92	-	-	-	-	
Health Insurance Contributions (Retirees & COBRA)		36,496.19	-	-	-	-	
Interest Earnings		7,118.26	57.20	461.43	39,465.90	(219.80)	
Miscellaneous Revenues		4,548.68	17,882.49	663.18	-	-	
Cafeteria Sales & Deposits		-	-	33,129.33	-	-	
Payroll Withholdings		-	-	-	-	1,767,501.75	
Interfund Transfers		5,000,000.00	-	-	-	-	
<b>TOTAL RECEIPTS</b>		<b>11,248,383.70</b>	<b>17,939.69</b>	<b>34,253.94</b>	<b>39,465.90</b>	<b>1,767,281.95</b>	<b>13,107,325.18</b>
<b>DISBURSEMENTS</b>							
Warrant #6		1,243,422.35	56,110.18	5,617.04	225,293.10	875,097.76	
Warrant #7		1,678,711.54	20,865.24	1,551.66	533,567.17	881,588.62	
Miscellaneous		-	-	-	-	-	
Payroll 9/14/18		2,267,526.64	-	-	-	-	
Payroll 9/28/18		2,229,349.82	-	-	-	-	
Debt Payment		-	-	-	-	-	
Interfund Transfers		-	-	-	5,000,000.00	-	
<b>TOTAL DISBURSEMENTS</b>		<b>7,419,010.35</b>	<b>76,975.42</b>	<b>7,168.70</b>	<b>5,758,860.27</b>	<b>1,756,686.38</b>	<b>15,018,701.12</b>
<b>BOOK BALANCE @ 9/30/18</b>		<b>8,688,151.20</b>	<b>58,612.87</b>	<b>420,797.30</b>	<b>23,406,781.11</b>	<b>244,289.83</b>	<b>32,818,632.31</b>
	<i>Rates</i>	GENERAL	SPECIAL AID	CAFETERIA	CAPITAL	TRUST	ALL FUNDS
Chase Bank	0.100%			131,668.60	9,693.17	18,374.32	159,736.09
TD Bank	14.10%	627,274.70				91,462.19	718,736.89
Peoples United Bank	12.60%	918,320.51	25,019.80			44.07	943,384.38
Webster Bank	12.30%	999,918.86				-	999,918.86
NY CLASS	19.00%	6,142,637.13	33,593.07	289,128.70	23,397,087.94		29,862,446.84
Franklin Tempelton (Scholarship Investment)						134,409.25	134,409.25
<b>TOTAL CASH BALANCE @ 9/30/18</b>		<b>8,688,151.20</b>	<b>58,612.87</b>	<b>420,797.30</b>	<b>23,406,781.11</b>	<b>244,289.83</b>	<b>32,818,632.31</b>
							10/25/2018
Lisa A. Zareski, District Treasurer							Date

**Action Items:**

Upon motion by Mr. Corbia, seconded by Mr. Russo and carried, the resolution was unanimously approved (4-0):

- a. **RESOLVED**, that the Port Chester-Rye Union Free School District Board of Education hereby accepts the following donation(s) as contribution(s) to the transportation cost(s) for Class Field Trip(s):

From	To	Amount
Edison School PTO	Edison School 4 <sup>th</sup> Grade	\$400

Upon motion by Mr. Russo, seconded by Mr. Corbia and carried, the resolution was unanimously approved (4-0):

- b. **RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District hereby approves the terms of the Memorandum of Understanding (MOU), for the 2018-2019 school year, between the Port Chester Middle School and Girls Inc. Westchester, Inc. as presented to the Board at this meeting.

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**Consent Agenda:**

Upon motion by Mr. Wolff, seconded by Mr. Russo and carried, resolutions a-e of the consent agenda were unanimously approved (4-0):

- a. **RESOLVED**, that the Board of Education amends the Resolution dated August 29, 2018 for Transportation Contracts for the 2018-2019 school year as noted below.

**BE IT FURTHER RESOLVED**, that the President of the Board of Education is authorized to execute said contracts. 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.

<b>TLC Transportation Yonkers, NY</b>	<b>In an amount not to exceed \$1,111,336</b>
<p>Transportation of Port Chester - Rye Union Free School District students as follows: One student to Montfort Academy in an amount not to exceed \$31,760, five students and three monitor to Mt. Pleasant/Valhalla/Pleasantville schools in an amount not to exceed \$181,320; six students and three monitor to Dobbs Ferry/Irvington/Hastings schools in an amount not to exceed \$132,810, one student and one monitor to Ardsley Middle School in an amount not to exceed \$48,400, one wheelchair student, three students and one monitor to Putnam Northern Westchester BOCES Pinesbridge/Walden in an amount not to exceed \$50,400; sixteen students and three monitors to Southern Westchester Boces Rye Lake Campus in an amount not to exceed \$125,820; one wheelchair student and one monitor to John A. Coleman, White Plains in an amount not to exceed \$45,180, one student to Rochambeau High School in White Plains in an amount not to exceed \$31,320 two student and one monitor to Pocantico Hills schools in an amount not to exceed \$43,560; four wheelchair students, seven students, and 2 monitors to Tappan Hill Elementary School in an amount not to exceed \$109,800; three students and one monitor to St. Matthews in an amount not to exceed \$43,560; one wheelchair student, one student and two monitor to United Cerebral Palsy of Westchester in an amount not to exceed \$60,860; one student to Westchester Exceptional Children in an amount not to exceed \$48,810; one student to Rye School of Leadership in an amount not to exceed \$28,900; three students to The Masters School in an amount not to exceed \$17,860; IDT BOCES (number of students vary according to need) in an amount not to exceed \$10,000; Port Chester Hourly (estimated) in an amount not to exceed \$15,000; and St. Vincent’s (number of students vary according to need) in an amount not to exceed \$26,280. One student to The Hackley School (November-June) not to exceed \$28,016 and one student to Cottle School not to exceed 31,860.00.</p>	
<b>County Coach Corporation Rye, NY</b>	<b>In an amount not to exceed \$1,479,680.70</b>
<p>Transportation of Three hundred Eighty Five Port Chester - Rye Union Free School District students with eight monitors to, Brunswick Elementary and High School, Resurrection Grammar and Middle Schools, Greenwich Catholic, Ursuline, Iona Preparatory High School, Iona Grammar, Greenwich Academy, Sacred Heart, Maria Regina, Trinity Catholic, Salesian High School, Holy Child, German School, Rye Country Day, Windward School, Stanwich School, Saints John and Paul, Whitby School, Eagle Hill School, French American School (Mamaroneck &amp; Larchmont), Hackley School (September &amp; October only), Occupational Education (Valhalla BOCES), and all Port Chester Public Schools in an amount not to exceed \$1,479,680.70.</p>	

- b. **RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District approve the following 2018-2019 budget transfers:

TRANSFER FROM:	TUITION – RYE CITY SD	A2250-471-10-4528	\$180,000.00
TRANSFER TO:	TUITION – UNKNOWN PLACEMENTS	A2250-471-10-4500	\$180,000.00

To move funds in accordance with out-of-district placements.

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- c. **RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District approves the attendance to the following conferences as noted below:

	Name	Conference	Date	Amount	Funded
1	Eric DiNome	Subject Specific Seminar: Mathematics: Applications and Interpretation	March 3 – 11, 2019	\$1,930 + applicable tips and taxes	General Fund
2	Alexander Lepas	Subject Specific Seminar: Mathematics: Applications and Interpretation	March 3 – 11, 2019	\$1,930 + applicable tips and taxes	General Fund
3	Alexander Lepas	Math Chairs Collegial Circle	10/12/18, 12/12/18, 4/24/19 and 6/3/19	\$688.00 + applicable tips and taxes	General Fund

- d. **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 in keeping with Policy 6700R – Purchasing Regulation and approve the contracted services agreements / memorandums of agreement for the following 2018-2019 school year professional service procurements; and

**BE IT FURTHER RESOLVED**, that the president of the Board / Superintendent of Schools / Purchasing Agent is authorized to execute related contracts.

	Vendor	Function	Rate	Not to Exceed	Fund
1	Gravity Goldberg	Literacy Consultant for Balanced Literacy HLA Initiatives	3 sessions @ \$2,000/session	\$6,000	Title III

- e. **RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District excess the following district property:

Item	Location	Model/Serial Number	Inventory Asset Tag Number	Reason
Sony Television	King Street School	KP-61V90	100917	Beyond Useful Life/Repair

**BE IT FURTHER RESOLVED**, that the Purchasing Agent is directed to discard or sell the equipment in accordance with Board of Education Policy 6900.

- f. **RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District authorizes the School District Treasurer to complete budgetary transfers and pay bill schedules and payrolls for all funds. Said transactions will be approved by the Board of Education at the first available board meeting.

Joseph Lodato

Dana Builes

**Board of Education Roundtable/Discussion**

Mr. Wolff attended the Veterans Day ceremony at Park Avenue School, which was a great remembrance. He attended a sub-committee curriculum meeting. Halloween was great and he wished everyone a Happy Thanksgiving.

Mr. Russo attended the Veterans Day celebrations at King Street School, Park Avenue School and the Village ceremony and the Town of Rye at the African American cemetery ceremony. All were moving experiences. He was at the kick-off meeting for the Key Club at the high school. He wished everyone a Happy Thanksgiving and said to enjoy the time with your families.

Mr. Corbia spoke about receiving two letters that he gave to Mr. Durney at the last meeting. Mr. Durney explained that the letters were the result of mail merge computer glitch that has since been corrected. He mentioned attending the King Street School Veterans Day ceremony, and how it was so wonderful for the veterans. Mr. Bisceglia, Modified Soccer Coach was invited along with modified soccer players to go to Columbia University for a soccer game with Columbia playing against Cornell. Mr. Corbia attended

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this game. Mr. Corbia thanked Coach Anderson, Port Chester resident, of Columbia for inviting our students and having them take pictures with the Columbia University team. He also wished everyone a Happy Thanksgiving.

Mrs. Brakewood attended the concert given by up and coming star Jessica Lynn at the Middle School fundraiser. The high school marching band finished their season on a high note. She also attended the Key Club kick-off meeting, which is supported by the Kiwanis Club. She attended the Westchester School Boards Association dinner with Dr. Kliszus and Mr. Russo. She gave kudos to the King Street School PTA for another wonderful Veterans Day celebration that she attended, along with going to the High School National Arts Induction Honor Society ceremony. Board members were asked to attend two upcoming events – the Arthur Miller Play, A View from the Bridge, a play being put on by the high school, and the Edison School Cultural celebration. She wished everyone a Happy Thanksgiving and asked them to come out and support the Turkey Trot, which the Tamarack Tower sponsors.

The next board meeting will be held at the Middle School at 7 p.m. on December 11<sup>th</sup>.

There being no further business at 9:03 p.m., upon motion by Mr. Wolff, seconded by Mr. Russo and carried (4-0), the Board adjourned the meeting.