

**Port Chester – Rye Union Free School District  
Regular Meeting Minutes  
Port Chester Middle School  
February 27<sup>th</sup>, 2013**

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Present: Board of Education Trustees: President, James Dreves, Vice President, Anne Capeci, Trustees, Carolee Brakewood, Tom Corbia and Robert Johnson.

Also Present: Edward Klizus, Superintendent of Schools, Maura McAward, Assistant Superintendent, Frank Fanelli, Assistant Superintendent, Coleen Kotzur, District Treasurer, and Yvette Segal, District Clerk

Absent: Frank Sisca, School District Attorney (Sisca & Sisca, ESQ)

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Mr. Dreves called the meeting to order at 7:12 pm. The Pledge of allegiance was recited.

**Opening Remarks**

Mr. Dreves welcomed everyone to the Port Chester Middle School. Mr. Dreves asked Dr. Klizus to read and celebrate resolution A, B and C "Staff and Student Recognitions". Dr. Klizus acknowledged those listed and along with Mr. Dreves presented certificates to the honorees.

Mr. Dreves and Board members thanked and congratulated Jonathan Hidalgo for becoming a finalist in the Top builder challenge at Design Squad Nation. Art Teacher, Donna Smith who commended Jonathan was recognized as well.

Mr. Joe Durney presented two athletic awards honorees.

**PRINCIPAL'S STATE OF ADDRESS**

Mr. Swift gave a presentation. (**copy of report on file**)

**PUBLIC COMMENT**

No public comments were made

**APPROVAL OF THE TREASURERS REPORT**

Upon motion by Mrs. Capeci, seconded by Mr. Johnson and carried, the December 2012 Treasurers report was approved.

**RESOLUTIONS**

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

**A. RESOLVED**, that the Board of Education upon the recommendation of the Superintendent of Schools:

**WHEREAS**, students and staff of Port Chester High School have distinguished themselves for achieving excellence; and,

**WHEREAS**, the Board of Education endeavors to recognize publicly and honor its esteemed staff members and students for these successes; and,

**WHEREAS**, it is clear that the community is justifiably proud of these individuals; and

**WHEREAS**, these individuals present an exceptional and superior example for their colleagues, peers, and the community; and,

**WHEREAS**, the Board of Education expresses its sincere thanks, appreciation, and admiration for excellence and achievement;

**AND NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education in meeting and assembled this twenty-seventh day of February, two thousand thirteen, hereby publicly acknowledges the outstanding accompli:

**Selected by the Public Broadcasting System and WGBH Educational Foundation  
as a**

**Finalist in the Top Builder Challenge at DESIGN Squad Nation**

Jonathan Hidalgo

**Art Education**  
Donna Smith, Teacher of Art

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

- B. RESOLVED**, that the Board of Education upon the recommendation of the Superintendent of Schools:

**WHEREAS**, students and staff of Port Chester High School have distinguished themselves for achieving excellence; and,

**WHEREAS**, the Board of Education endeavors to recognize publicly and honor its esteemed staff members and students for these successes; and,

**WHEREAS**, it is clear that the community is justifiably proud of these individuals; and

**WHEREAS**, these individuals present an exceptional and superior example for their colleagues, peers, and the community; and,

**WHEREAS**, the Board of Education expresses its sincere thanks, appreciation, and admiration for excellence and achievement;

**AND NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education in meeting and assembled this twenty seventh day of February, two thousand thirteen, hereby publicly acknowledges the outstanding accomplishments of its honorees.

**2012-13 Section One Class A  
Track and Field Long Jump Champion**

Jazmin Acosta

**Leadership**

Nick Mancuso, Track and Field Coach  
Gareth Gibbs, Track and Field Coach  
Joseph Durney, Athletic Director  
Dr. Mitchell Combs, Principal, PCHS

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

- C. RESOLVED**, that the Board of Education upon the recommendation of the Superintendent of Schools:

**WHEREAS**, students and staff of Port Chester High School have distinguished themselves for achieving excellence; and,

**WHEREAS**, the Board of Education endeavors to recognize publicly and honor its esteemed staff members and students for these successes; and,

**WHEREAS**, it is clear that the community is justifiably proud of these individuals; and

**WHEREAS**, these individuals present an exceptional and superior example for their colleagues, peers, and the community; and,

**WHEREAS**, the Board of Education expresses its sincere thanks, appreciation, and admiration for excellence and achievement;

**AND NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education in meeting and assembled this twenty seventh day of February, two thousand thirteen, hereby publicly acknowledges the outstanding accomplishments of it honorees.

**2012-13 Section One Conference Girls Bowling  
Triple Crown Award Winner**

Michaela Mascolo

**Leadership**

Melissa Piccola, Bowling Coach  
Joseph Durney, Athletic Director  
Dr. Mitchell Combs, Principal, PCHS

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

- 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 for the following professional service procurements in keeping with Policy 6700R – Purchasing Regulation.

	Name	Program	Rate	Term	Funded
1	Interactive Health, LLC	Grant Evaluation	\$2,000	2012-2013 school year	21st Century OASIS Grant
2	Greenwich Ballroom Dancing	21 <sup>st</sup> Century Dance Program – HS – Increase	\$5,000 - Increase	2012-2013 school year	21 <sup>st</sup> Century – MS/HS Grant
3	L.A. Fitness	21 <sup>st</sup> Century Fitness Program - MS	\$2,000	2012-2013 school year	21 <sup>st</sup> Century – MS/HS Grant
4	Stephen Glickman	Dual Language Program Evaluator	\$5,000	2012-2013 school year	Dual Language Grant

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

- E. 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. Johnson, seconded by Mrs. Capeci and carried, the following resolution was adopted:

- F. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District approve the following budgetary transfer and increase of the Capital Fund Budget for the Park Avenue Door Project :

Transfer From	A1621 470 10 0000	Preventative Maintenance	
Transfer To	A9950 990 00 0000	Transfer to Capital Fund	\$84,660
Increase Budget	H5031	Interfund Transfer Revenue	
Capital Fund	H1620 293 80 0084	Park Avenue Doors Project	\$84,660
Transfer From:	A9950 990 00 0000	Transfer to Capital Fund	
Transfer To:	H5031	Interfund Transfer Revenue	\$84,660

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

- G. RESOLVED**, that the Board of Education of the Port Chester – Rye Union Free School District approve the stipulation of Settlement by and between Charles Fulco and the Port Chester-Rye Union Free School District and authorize the President of the Board of Education to execute said agreement.

Upon motion by Mrs. Capeci, 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, of the County of Westchester, State of New York, hereby approves the 2013 Proposed Bylaws for the Westchester Putnam School Boards Association as presented.  
And, be it further  
**RESOLVED**, that the President of the Board of Education be and hereby is authorized to complete the ballot on behalf of the Board of Education:  
and be it further  
**RESOLVED**, that this resolution shall take effect immediately.

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

- I. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District award the following competitive bids as noted below:

Award To	Description	Amount	Basis for award
Simaren Corp. dba Wisdom Protective Services	District Security Services	\$ 18.55 per hour	RFP Analysis, interview and reference check

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

**J. RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District approve and adopt the following Board Policies:

- #5440 – Drug and Alcohol Abuse
- #9645 – Disclosure of Wrongful Conduct
- #2310 – Regular Meetings
- #2340 – Notice of Meetings
- #2342 – Agenda Preparation and Dissemination
- #8110 – School Safety
- #6150 – Budget Transfers
- #4010 – Equivalence in Instructional Staff and Materials
- #8414.6 - Idling Prohibition for Buses and Other School Vehicles
- #5300.10 – Definitions
- #5300.30 - Prohibited Student Conduct
- #5300.70 – Public Conduct on School Property
- #5300.15 – Student Rights and Responsibilities

**CORRESPONDENCE**

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

**RESOLVED**, that the Board of Education approve the donation of \$500.00 from the Exxon Mobil Educational Alliance program, in contribution to the King Street Elementary School’s Math and Science program.

Upon motion by Mrs. Brakewood, seconded by Mrs. Capeci and carried, the following request for action was approved:

**REQUEST FOR ACTION**

1. The following individuals be appointed to positions for the 2012-2013 school year:

Claudia Levy	ELL Facilitator – District – not to exceed 10 hours	\$42 per hour
Sandra Savel	21st Century After School Program Teacher – High School	42 per hour
Erica Rice	21st Century After School Program Teacher – Edison School	42 per hour
Frances Cepeda	21st Century After School Program Teacher – Edison School	42 per hour
Diana Santiago	21st Century After School Program Teacher – Edison School	42 per hour
Marah Bates	It’s Out There: Finding and Modifying Existing Smart Notebook Lessons – District	42 per hour
Staci Bernstein	It’s Out There: Finding and Modifying Existing Smart Notebook Lessons – District	42 per hour
Jennifer Carriero	It’s Out There: Finding and Modifying Existing Smart Notebook Lessons – District	42 per hour
Barbara Cohen	It’s Out There: Finding and Modifying Existing Smart Notebook Lessons – District	42 per hour
Felicia Knox	It’s Out There: Finding and Modifying Existing Smart Notebook Lessons – District	42 per hour
Carrie Poulos	It’s Out There: Finding and Modifying Existing Smart Notebook Lessons – District	42 per hour
Karen Provenzano	It’s Out There: Finding and Modifying Existing Smart Notebook Lessons – District	42 per hour
Jennifer Carriero	Expand Your Confidence Using Smart Notebook - District	42 per hour
Barbara Cohen	Expand Your Confidence Using Smart Notebook - District	42 per hour
Kevin Hanlon	Expand Your Confidence Using Smart Notebook - District	42 per hour
Carrie Poulos	Expand Your Confidence Using Smart Notebook - District	42 per hour
Karen Provenzano	Expand Your Confidence Using Smart Notebook - District	42 per hour

2. 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>
Manuel Martinez	Philosophy, Principles and Organization Of Athletics In Education	3	Rye Neck High School	Fall '08
Manuel Martinez	Theory & Techniques of Coaching: Basketball	3	Rye Neck High School	Fall '08

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3. The following individuals be transferred on the Salary Schedule effective February 1, 2013:

<u>NAME</u>	<u>FROM</u>	<u>TO</u>
Sara Morabito	Step 2-Level 6 (MA) \$59,076	Step 2-Level 8 (MA+30) \$63,953
Heather Temple	Step 6-Level 8 (MA+30) \$79,142	Step 6-Level 10 (MA+60) \$84,847

4. The following individuals be approved to serve as Substitute Teachers/Teacher Assistants/Tutors/Interns/Student Teachers/Volunteers on an as-needed basis for the 2012-2013 school year. They are either Fingerprint Cleared, "Grandfathered" in or on a twenty day emergency basis:

Gregory Guarino	Melissa Hartnack	Heather Stewart
Adam Rosenthal		

5. The resignation of Georgein Lorenzi, part-time Lunch Monitor at John F. Kennedy, be accepted effective January 31, 2013.
6. Aimee Farias, Port Chester, New York, be approved for a probationary appointment as part-time Lunch Monitor (10 months/year, 3 hours/day) at a rate of \$10.50/hour effective February 28, 2013. Her assignment is John F. Kennedy School.
7. Lily Mutino, Port Chester, New York, be approved for a Permanent appointment as part-time Lunch Monitor, 3 hours/day, 10-months effective March 13, 2013. Her assignment remains at King Street School.
8. The following individuals be approved as Cleaner, Teacher Aide, Monitor, or Clerical Substitutes at a rate of \$10.50/hour effective February 28, 2013 – June 30, 2013 unless otherwise noted. Said appointees may also serve as long-term substitutes, if and when required, at Step 1 of the Cleaner, Teacher Aide, or Typist CSEA pay scales unless otherwise noted. All have received NYS Fingerprint Clearance.

Christian J. Cassone  
John Michael Concha at a rate of \$18.96/hour effective February 4, 2013 – May 3, 2013  
Aimee Farias  
Melissa Hartnack, effective February 19, 2013  
Jennifer A. Renda  
Mark T. Vecchiolla  
Lyn Volpicelli

9. Tommy Grey, Port Chester, New York, be approved as a Temporary Watchperson (30 hours/week, Monday - Friday) at a rate of \$12/hour, effective February 4, 2013 – February 28, 2013. Mr. Grey is a part-time available employee of the District and has previously received NYS Fingerprint Clearance.
10. The following individual(s) be appointed to After-School Program(s) for the Port Chester-Rye Union Free School District at a rate of \$20/hour. All have received NYS Fingerprint Clearance.

Alina Ruocco – 21<sup>st</sup> Century "OASIS" – Edison School – Effective February 5, 2013

11. The Budget Transfer in the amount of \$29,017.94, Schedule #9 dated February 21, 2013 be approved for the 2012-2013 school year.
12. Warrant #22 and Warrant #23, including in-between checks, dated February 13, 2013, be approved:

General Fund	\$343,231.83
Federal Fund	87,577.14
Cafeteria Fund	597.67
Trust & Agency Fund	1,375,075.51
Capital Fund	0

13. Warrant #24, including in-between checks, dated February 27, 2013, be approved:

General Fund	\$492,110.17
Federal Fund	87,735.77
Cafeteria Fund	166,458.01
Trust & Agency Fund	169,097.41
Capital Fund	0

14. The following payrolls be approved:
- |                                  |                |
|----------------------------------|----------------|
| General Fund – February 1, 2013  | \$1,729,063.22 |
| General Fund – February 15, 2013 | 1,747,617.31   |
| General Fund – February 22, 2013 | 77,498.50      |
| Federal Fund – February 1, 2013  | 120,248.91     |
| Federal Fund – February 15, 2013 | 113,455.00     |
| Federal Fund – February 22, 2013 | 1,000.00       |

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Dr. Kliszus gave a brief overview of the newly implemented security procedures in all schools. The critical message is that security needs to be an ongoing effort with collaboration with local law enforcement. New Security will be present through 5:30 pm Monday – Friday and in uniform.

Mrs. Brakewood requested communication to provide parents with feedback in regards to lockdown drills.

Mrs. Capeci asked Dr. Kliszus what measures are being made for school staff I.Ds.

**Board of Education Issues**

Succession Planning has begun with 6 people. Administration will meet with them twice between now and June to discuss the program. The program will provide certificated staff with the opportunity for real-time administrative experiences.

**Board of Education Roundtable**

Mr. Johnson attended the Senator Latimer meeting.

Mrs. Brakewood attended the King Street Talent Show, Valentine's Day at the high school and Relay for Life at the Capitol Theater.

Mr. Corbia attended the pioneer game and expressed a plea for community involvement and a plea for mandate relief.

Mrs. Capeci would like to know about the middle school fence to be donated to the PCMS. She noted that we do extra ordinary work in all our schools.

Mr. Dreves noted that the I.B. program is moving along. Friday February 28<sup>th</sup> and March 1<sup>st</sup> the PCHS will have a visit from the I.B. staff to conduct a walk through.

Hairspray and Grease plays need more press. Get the information out to the public. Kudos to Anne Rose Santoro - 1 of 7 teachers to be selected in all of New York to attend the annual "Celebrating Effective Teachers" conference in San Diego which is a Bill and Melinda Gates program.

Dr. Kliszus is excited about Senator Latimer agreeing to do a short film to discuss educational issues.

Mr. Dreves mentioned the upcoming meeting and agenda for 3-7-13.

There being no further business at 8:50 p.m. and upon motion by Mrs. Brakewood, seconded by Mr. Johnson the meeting was adjourned.