

Port Chester – Rye Union Free School District
July 5, 2011
Port Chester – Rye Union Free School District Reorganization Meeting
Port Chester High School
July 5, 2011

The Reorganization Meeting of the Port Chester-Rye Union Free School District Board of Education was held on Tuesday, July 5, 2011 at 7:30 p.m. in Room 229 at the High School.

Present: Board of Education trustees: Carolee Brakewood, Anne Capeci, Blanca Lopez

Also Present: Dr. Edward A. Klizus, Jr., Superintendent of Schools; Maura McAward, Assistant Superintendent for Business; Frank Fanelli, Assistant Superintendent Grants/Personnel; Jennifer M. Bisaccia, District Clerk

Absent: Robert H. Johnson, Trustee; James Dreves, Trustee; Coleen Kotzur, District Treasurer; and Frank Sisca, School District Attorney (Sisca & Sisca)

Ms. Lopez called the meeting to order at 7:35 p.m. The Pledge of Allegiance was recited.

Anne Capeci recited the oath of office for newly elected Board of Education Members.

The District Clerk called for nominations for President of the Board of Education. Blanca P. Lopez was nominated by Mrs. Brakewood. Nominations for office of President were closed. Upon motion by Mrs. Brakewood, seconded by Mrs. Capeci and carried, Blanca P. Lopez was elected President of the Board of Education. Ms. Lopez recited the oath of office.

Carolee C. Brakewood was nominated by Ms. Lopez for office of Vice President. Nominations for office of Vice President were closed. Upon motion by Ms. Lopez, seconded by Mrs. Capeci and carried Carolee C. Brakewood was elected Vice President of the Board of Education. Mrs. Brakewood recited the oath of office.

RESOLUTIONS

Resolution 1

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

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 #2160E

Resolution 2

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

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

Resolution 3

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

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 2011-2012 school year in accordance with Board of Education Policy # 6150.

Resolution 4

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

RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District appoint Jennifer Bisaccia as School District Clerk for the 2011-2012 school year.

Resolution 5

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

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, 2011 to June 30, 2012.

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Resolution 6

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

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 2011-2012 school year. The Deputy School District Treasurer will execute School District business when the School District Treasurer is unable to execute his/her duties.

Resolution 7

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

RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District appoint the Law Firm of Sisca & Sisca, 461 Westchester Ave., Port Chester, New York, to represent the Port Chester-Rye Union Free School District, Port Chester, New York for the 2011-2012 school year with a retainer for \$34,000.

Resolution 8

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

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 2011-2012 school year. Dr. Stampur will be hired on a consultant basis without fringe benefits, at a flat rate of \$28,650.

Resolution 9

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

RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District appoint the following employee to serve as Central Treasurer Extraclassroom Activity Fund for the 2011-2012 school year as noted below:

Port Chester High School	Carlos Gomez
Port Chester Middle School	Anthony Piccolino

Resolution 10

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

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 2011-2012 school year.

Resolution 11

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

RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District appoint the following employees as attendance officers for the 2011-2012 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	Jeanette Spinelli, RN
King Street School	Anne Ritz, RN
Port Chester Middle School	Patricia Sutton
Port Chester High School	Dawn Paniccia
Port Chester High School	Vernie Gomez

Resolution 12

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

RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District appoint Nawrocki Smith LLP, 290 Broad Hallow Road, Melville, NY 11474, as Internal Auditor for the Port Chester-Rye Union Free School District, Port Chester, New York, for the 2011-2012 school year; compensation to be \$9,250 for the Initial Risk Assessment and one complete cycle review.

Resolution 13

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

RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District appoint Ann Montesano as Claims Auditor for the 2011-2012 school year to be compensated at a rate of \$42.50 per hour, not to exceed \$9,562.50 annually.

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Resolution 14

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

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 2011-2012 school year to be compensated at an annual rate of \$40,400.

Resolution 15

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

RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District appoint Sherry George as Purchasing Agent for the 2011-2012 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

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.

Resolution 16

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

RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District appoint Coleen Kotzur as Deputy Purchasing Agent for the 2011-2012 school year. The Deputy Purchasing Agent will only execute School District business when the Purchasing Agent is unable to execute his/her duties.

Resolution 17

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

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 2010-2011 school year.

Bond Counsel	Hawkins Delafield and Wood Fees based on issuance
Special Counsel	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
Labor Counsel	Shaw Perelson, May, and Lambert, LLP Retainer for legal services will be \$22,500 for the 2011-2012 school year.

Resolution 18

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

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 2011-2012 school year, fees based on service or issuance.

Resolution 19

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

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.

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.

BE IT FURTHER RESOLVED, that Maura J. McAward is appointed "Records Retention Officer" for the 2011-2012 school year.

Resolution 20

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

RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District appoint Dr. Edward A. Kliszus, Jr. and/or his designee as the Employee Hearing Officer for Student Discipline and Other Charges for the 2011-2012 school year.

Resolution 21

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

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 2011-2012 school year as noted below:

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

Resolution 22

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

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 2011-2012 school year.

Resolution 23

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

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 2011-2012 school year.

Resolution 24

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

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 2011-2012 school year.

Resolution 25

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

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 2011-2012 school year.

Resolution 26

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

RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District designate Port Chester Teachers Federal Credit Union, Chase Bank, Bank of America, Hudson Valley Bank, Wells Fargo Bank, TD Toronto Dominion Bank, Cutwater Asset Management "NYCLASS", Signature Bank and Webster Bank, all but Signature Bank, Webster Bank and Cutwater 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.

Resolution 27

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

RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District's designate the last Wednesday of the month at 7:30 p.m. to hold their Regular Monthly Meeting.

Resolution 28

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

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.

Resolution 29

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

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 2011-2012 school year as needed and

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

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Adrienne Mecca
Daniel Bologna

Resolution 30

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

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 2011-2012 school year as noted below:

Barbara Kelly
Ruby Pacheco
Lucinda Herbert-Flynn
Amanda Hiebaum
Alberto Minchala
Michael Martello

Resolution 31

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

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 2011-2012 school year:

Last Name	First Name	Middle Name	Suffix
BRIGLIO	ROBERT		
BUMBALO	PAUL		
COHEN	DIANE		
DEWAN	DEBRA	SIEDMAN	
FARAGO	JOHN		
FEINBERG	RONA		
FINKELSTEIN	SHARYN		
FLAME	LANA	S	
FREED	DOLORES	F	
GOLDSMITH	STEVEN		
GROSS	LORRAINE		
HALBERSTAM	SINAI		
HAMPTON	NANCY		
HUGHES	SHERRI	L	ESQ
ITZLA	AMY	LYNNE	
JOYNER	THERESA	R	
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	W	
MARKUS	SUSAN		
MCKEEVER	JAMES		
MONK	JAMES	A	
MOORE	CHRISTINE		
MORA	ESTHER		
NACHMAN	ERIC		
NAUN	JOHN		
NISELY	ROBERT		
NOE	MARY		
NORLANDER	KAREN		
NYDICK	DAVID		
ODOM	VERONICA	C	ESQ
ORLAND	JANICE	K.	EDD
OWENS	JANE		
PENNINGTON	RALPH		JR
PETERS	KENNETH		EDD
PIERCE	JUDITH	T.	
QUINN	JOSEPH		
RICHMOND	SUSAN	MILLS	
RITZENBERG	KENNETH	S.	
ROBERTS	GEORGE	HUNTER	
ROSEN	PAUL		ESQ

Resolution 32

Upon motion by Mrs. Capeci, seconded by Mrs. Brakewood and carried the following resolution was adopted:
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 2011-2012 school year:

Brian Brady
Fortunato DiRenno
Philip Gasparini

Resolution 33

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

Resolution 34

Upon motion by Mrs. Capeci, seconded by Mrs. Brakewood and carried the following resolution was adopted:
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 2011-2012 school year as noted below:

Frank Fanelli
Maura J. McAward
Patrick Swift

Mary Alice Carrajat
Jack Guinta
Maria Somers

Resolution 35

Upon motion by Mrs. Capeci, seconded by Mrs. Brakewood and carried the following resolution was adopted:
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 2011-2012 school year.

Resolution 36

Upon motion by Mrs. Capeci, seconded by Mrs. Brakewood and carried the following resolution was adopted:
RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District authorize Dr. Edward A. Kliszus, Jr. to certify the District's payroll for the 2011-2012 school year.

Resolution 37

Upon motion by Mrs. Capeci, seconded by Mrs. Brakewood and carried the following resolution was adopted:
RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District authorize Dr. Edward A. Kliszus, Jr. or his designee to certify Federal Aid Proposals and Reports for the 2011-2012 school year.

Resolution 38

Upon motion by Mrs. Capeci, seconded by Mrs. Brakewood and carried the following resolution was adopted:
RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District authorize Dr. Edward A. Kliszus, Jr. to approve personal expenses for the Assistant Superintendents for the 2011-2012 school year, and furthermore authorize the Board of Education President to approve the personal expenses of the Superintendent.

Resolution 39

Upon motion by Mrs. Capeci, seconded by Mrs. Brakewood and carried the following resolution was adopted:
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 2011-2012 school year and

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

Resolution 40

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

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 2011-2012 school year. When the District Treasurer is ill and absent the Deputy Treasurer will substitute for the Treasurer as necessary.

Resolution 41

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

RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District authorize the Central Treasurers of the Extraclassroom Activity Funds to sign all Extraclassroom Activity Fund checks for the extraclassroom activities for the 2011-2012 school year.

Resolution 42

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

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 2011-2012 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	\$500,000

There being no further business at 8:00 p.m., upon motion by Mrs. Capeci, seconded by Mrs. Brakewood, the reorganization meeting was adjourned.


Jennifer M. Bisaccia, District Clerk