

**BOARD OF EDUCATION
POCANTICO HILLS CENTRAL SCHOOL DISTRICT
599 Bedford Road
Pocantico Hills
Sleepy Hollow, New York 10591**

Business Meeting
Tuesday, October 8, 2013

The Business Meeting of the Board of Education of the Pocantico Hills Central School District was held on Tuesday, October 8, 2013 at 8:02 p.m. in the school Library, Bedford Road, Sleepy Hollow, New York.

President John Conrad called the Business Meeting to order at 8:02 p.m.

CALL TO ORDER

The Pledge of Allegiance was led by the 6th grade students.

PLEDGE OF ALLEGIANCE

Present: John Conrad, President
 Emily Segal, Vice President
 Joan Cusanelli, Trustee
 Fred Rickles, Trustee
 David Wilens, Trustee

ROLL CALL

Also Present: Dr. Valencia Douglas, Superintendent
 Jay Scotto-Friedman, Assistant Superintendent
 Gina L. Downes, District Clerk (arrived at 8:05 p.m.)

Hearing From Those Present: There were no comments from the community.

HEARING FROM THOSE PRESENT

Correspondence: There was no correspondence.

CORRESPONDENCE

Superintendent Announcements: Dr. Valencia Douglas announced the following:

SUPERINTENDENT ANNOUNCEMENTS

- We sent our first e-mail blast to the community and reached 85-90% of our families through e-mail! We are working to get 100% so please share your e-mail addresses with us. If you did not receive our first e-mail blast, please contact Ryan Nastasi and share your e-mail address with us.
- The Foundation's annual Swan Lake Walk will be held this Friday, October 11th; rain date Tuesday, October 15th. Funds will be raised to purchase manipulative kits for the newly implemented Singapore math program.
- The District will be closed on Monday, October 14th in observance of Columbus Day.
- The next PTA meeting will be held on Wednesday, October 16th. All

class parents are asked to attend this important meeting.

- The next Board of Education meeting will be held on Tuesday, October 22 at 8:00 p.m. The Administration will be presenting on the 2012-2013 New York State Department Test Results. Come join us for this important meeting.
- On Wednesday, October 23rd we will be kicking off Olweus with two shows from Ooch! The first show, The Collection, will be geared towards Pre-Kindergarten through 4th grade. The second show, Secrets to Being Social, will be for our 5th through 8th grade students. We hope you can join us for these exciting shows.
- The first Tea, Coffee and Conversation with the Superintendent will be held on Thursday, October 24th at 7:00 p.m. at the Hilltop Firehouse in Pocantico Hills. The next two dates for this event will be held on Monday, October 28th at the Westchester Hills Condominium and Wednesday, November 13th in the School Library beginning at 7:00 p.m. You should have received an e-mail invitation for these events. We will also be mailing the invitation to everyone as well. Look forward to seeing you at one or more of these events.
- The PTA Book Fair begins on Thursday, October 24th and their Fall Festival will be held on Saturday, October 26th.

Special Presentation: Five students from Ms. Garrido's 6th grade Social Studies class presented the five themes of geography as they relate to the Eastern Hemisphere.

SPECIAL PRESENTATION

Approval of Minutes: On a motion by Trustee David Wilens and seconded by Trustee Fred Rickles the Board of Education voted and approved the Discussion Meeting minutes of September 24, 2013. The motion was unanimously passed (5-0).

APPROVAL OF MINUTES September 24, 2013

Old Business: The Board of Education discussed Policy #1500-R – Public Use of School Facilities Regulation. This will be brought back for a third reading at the November 5th meeting.

OLD BUSINESS

Financial Reports: On a motion by Trustee David Wilens and seconded by Vice President Emily Segal the Board of Education voted and accepted by consent the Financial Reports. The motion was unanimously passed (5-0).

FINANCIAL REPORTS Treasurer's Report – July & August 2013, Disbursement Report – August 2013, Claims Auditor Report – August 2013

APPR: On a motion by Trustee Joan Cusanelli and seconded by Trustee Fred Rickles the Board of Education voted and approved the APPR Review Room Application for submission to the New York State Education Department. The motion was unanimously passed (5-0).

NEW BUSINESS APPR

<p><u>Camp Update:</u> Mike McCoy, Camp Director, gave a brief update on the 2013 camp season.</p>	<p>Camp Update</p>
<p><u>Cafeteria Update:</u> Assistant Superintendent Jay Scotto-Friedman gave the Board an update on the continued improvements of the cafeteria program.</p>	<p>Cafeteria Update</p>
<p><u>Security Update:</u> Assistant Superintendent Jay Scotto-Friedman gave the Board an update on the security program currently implemented by the District.</p>	<p>Security Update</p>
<p><u>2013-2014 Transportation Contract:</u> On a motion by Trustee David Wilens and seconded by Trustee Joan Cusanelli the Board of Education voted and approved the following resolution. The motion was unanimously passed (5-0).</p>	<p>2013-2014 Transportation Contract</p>
<p>BE IT RESOLVED, that the Transportation Contracts for 2013-2014 between Southern Westchester BOCES and the Pocantico Hills Central School District are approved in the amount of \$374,459.</p>	
<p>BE IT FURTHER RESOLVED, that the Pocantico Hills Board of Education president, John Conrad, is authorized to execute the Transportation Contracts on behalf of the Pocantico Hills Central School District.</p>	
<p><u>2013-2014 Transportation Special Needs Contract:</u> On a motion by Trustee Fred Rickles and seconded by Trustee David Wilens the Board of Education voted and approved the following resolution. The motion was unanimously passed (5-0).</p>	<p>2013-2014 Transportation Special Needs Contract</p>
<p>BE IT RESOLVED, that the Special Needs Transportation Contract for 2013-2014 between Southern Westchester BOCES and the Pocantico Hills Central School District are approved in the amount of \$51,271.</p>	
<p>BE IT FURTHER RESOLVED, that the Pocantico Hills Board of Education president, John Conrad, is authorized to execute the Transportation Contract on behalf of the Pocantico Hills Central School District.</p>	
<p><u>Tax Certiorari Refunds:</u> On a motion by Trustee Joan Cusanelli and seconded by Trustee David Wilens the Board of Education postponed the approval of tax certiorari refunds. The motion was unanimously passed (5-0).</p>	<p>Tax Certiorari Refunds</p>
<p><u>Fire Safety Report:</u> On a motion by Trustee Fred Rickles and seconded by Vice President Emily Segal the Board of Education voted and approved the following resolution. The motion was unanimously passed (5-0).</p>	<p>Fire Safety Report</p>
<p>BE IT RESOLVED, that the Pocantico Hills Board of Education hereby accepts the Annual Fire Safety Report prepared on September 18, 2013 by Richard L. Gallagher, Code Enforcement Official.</p>	

Facilities Review Committee – Construction Manager: On a motion by Trustee Fred Rickles and seconded by Trustee Joan Cusanelli the Board of Education voted and approved the following resolution. The motion was unanimously passed (5-0).

Facilities Review Committee –
Construction Manager

BE IT RESOLVED, that the Board of Education approve the proposal submitted by Savin Engineers P.S. dated October 2, 2013 in the amount of \$9,900 for pre-referendum services rendered in preparation for a 2014 referendum as per the attached proposal.

Facilities Review Committee – Architect: On a motion by Trustee David Wilens and seconded by Trustee Fred Rickles the Board of Education voted and approved the following resolution. The motion was unanimously passed (5-0).

Facilities Review Committee –
Architect

BE IT RESOLVED, that the Board of Education approve the proposal submitted by Mosaic Associates dated September 26, 2013 in the amount of \$9,900 for pre-referendum services rendered in preparation for a 2014 referendum as per the attached proposal.

Budget Transfers: On a motion by Vice President Emily Segal and seconded by Trustee Fred Rickles the Board of Education voted and approved the budget transfers as noted on the attached memo. The motion was unanimously passed (5-0).

Budget Transfers

Declaration of Lead Agency: On a motion Trustee Fred Rickles and seconded by Trustee Joan Cusanelli the Board of Education voted and approved the following resolution. The motion was unanimously passed (5-0).

Declaration of Lead Agency

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE POCANTICO HILLS CENTRAL SHOOOL DISTRICT AS FOLLOWS:

1. Pursuant to State Environmental Quality Review Act (SEQRA) amended June 26, 2000 and effective July 12, 2000, and the resulting Commissioner of Education Regulation 8 NYCRR amended effective November 15, 2000 the Pocantico Hills Central School District will act as Lead Agency in determining compliance with SEQRA.
2. NYSDEC Regulation Part 617 define Lead Agency as follows:

“Lead agency means an involved agency principally responsible for undertaking, funding, or approving an action and therefore responsible for determining whether an environmental impact statement is required in connection with the action and for the preparation and filing of the statement if one is required.”
3. A copy of this resolution shall be placed on file in the office of the District Clerk where the same shall be available for public inspection during business hours.

This resolution shall take effect immediately.

This motion having been duly seconded, it was adopted and the following votes were cast:

	<u>Ayes</u>	<u>Nays</u>
John Conrad	X	
Emily Segal	X	
Joan Cusanelli	X	
David Wilens	X	
Fred Rickles	X	

SEQR Determination: On a motion by Vice President Emily Segal and seconded by Trustee Fred Rickles the Board of Education voted and approved the following resolution. The motion was unanimously passed (5-0).

SEQR Determination

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE POCANTICO HILLS CENTRAL SHOOOL DISTRICT AS FOLLOWS:

1. Based upon the review by the Board of Education of the Pocantico Hills Central School District Board of Education of the proposed 2012-2013 and 2013-2014 annual capital projects, the Board hereby finds that the proposed action constitutes a "Type II Action" as such quoted term is defined in the State Environmental Quality Review Act and the regulations of the Department of Environmental Conservation of the State of new York (6 NYCRR part 617, as amended) promulgated thereunder ("SEQRA") and, therefore, is not subject to any further review by the School District under SEQRA. A Listing of such Type II actions is attached hereto. The action consists of routine activities of an educational institution with no contemplated expansion of the existing facilities and any improvements to such facilities will be in the nature of replacement rehabilitation or reconstruction of the facilities in kind, on the same site.

2. A copy of this resolution shall be placed on file in the office of the District Clerk where the same shall be available for public inspection during business hours.

This resolution shall take effect immediately.

This motion having been duly seconded, it was adopted and the following votes were cast:

	<u>Ayes</u>	<u>Nays</u>
John Conrad	X	
Emily Segal	X	

Joan Cusanelli X
David Wilens X
Fred Rickles X

Appointments: On a motion by Trustee Fred Rickles and seconded by Trustee Joan Cusanelli the Board of Education voted and approved the following appointment. The motion was unanimously passed (5-0).

PERSONNEL
Appointment

Substitute Teacher

Name: Megan Polansky
Title: Substitute Teacher
Rate: \$90/day
Term: September 1, 2013 – June 30, 2014

Denial of clearance or conditional clearance from the Commissioner of Education shall result in immediate termination of employment for the appointment listed above.

Business/Planning for Future Meetings: The next Board of Education meeting will be held on Tuesday, October 22, 2013 at 8:00 p.m. in the library. It is anticipated that there will be an executive session to discuss tax certiorari and the employment history of a particular individual.

**BUSINESS/PLANNING FOR
FUTURE MEETINGS**

The Board Retreat has been scheduled for Saturday, October 26th beginning at 11:00 a.m. and will be facilitated by Donna Clement. It will be held at Historic Hudson Valley.

Adjournment: On a motion by Trustee Joan Cusanelli and seconded by Trustee David Wilens the Board of Education adjourned the Business Meeting at 10:35 p.m.

ADJOURNMENT

Respectfully submitted,
Gina L. Downes
District Clerk

John Conrad, School Board President

Date: _____

Gina L. Downes, District Clerk

Date: _____