

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

Discussion Meeting  
Tuesday, June 11, 2013

The Discussion Meeting of the Board of Education of the Pocantico Hills Central School District was held on Tuesday, June 11, 2013 at 6:38 p.m. in the school Library, Bedford Road, Sleepy Hollow, New York.

On a motion by Trustee Emily Segal and seconded by Trustee Joan Cusanelli the Board of Education opened the Discussion Meeting at 6:38 p.m. The motion was unanimously passed (4-0).

**CALL TO ORDER**

On a motion by Trustee Joan Cusanelli and seconded by Trustee Emily Segal the Board of Education moved to Executive Session at 6:39 p.m. to discuss collective negotiations pursuant to Article 14 of the Civil Service Law, a discussion on potential litigation regarding tax certiorari, and the employment history of a particular individual. The motion was unanimously passed (4-0).

**EXECUTIVE SESSION**

Present: John Conrad, President  
David Wilens, Vice President  
Joan Cusanelli, Trustee  
Fred Rickles, Trustee (arrived at 6:40 p.m.)  
Emily Segal, Trustee

**ROLL CALL**

Also Present: Valencia F. Douglas, Superintendent  
Jay Scotto-Friedman, Assistant Superintendent  
David Shaw, School Attorney (arrived at 7:20 p.m. / departed at 7:42 p.m.)

On a motion by Trustee Fred Rickles and seconded by Trustee Joan Cusanelli the Board of Education adjourned the Executive Session at 7:58 p.m. The motion was unanimously passed (5-0).

**ADJOURNMENT OF  
EXECUTIVE SESSION**

With no objection from the Board, President, John Conrad opened the Discussion Meeting at 8:05 p.m.

**CALL TO ORDER**

The Pledge of Allegiance was led by Trustee Fred Rickles.

**PLEDGE OF  
ALLEGIANCE**

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

**ROLL CALL**

Also Present: Valencia F. Douglas, Superintendent  
Jay Scotto-Freidman, Assistant Superintendent  
Gina L. Downes, District Clerk

**Hearing from those Present:** There were no comments from the community.

**HEARING FROM  
THOSE PRESENT**

**Correspondence:** There was no correspondence.

**CORRESPONDENCE**

**Board/Superintendent Announcements:** The following announcements were made by Superintendent Valencia Douglas:

**BOARD /  
SUPERINTENDENT  
ANNOUNCE-MENTS**

- The 2<sup>nd</sup> grade play, Charlotte’s Web, will be held on tomorrow, Wednesday, June 12<sup>th</sup> at 9:15 a.m. We hope you will all join us for this wonderful play.
- The 8<sup>th</sup> graders will take their Algebra Regents on Wednesday, June 12<sup>th</sup> at 1:15 p.m. – good luck to all those taking the regents.
- On Thursday, June 13<sup>th</sup> the lifeguards will be participating in mandatory professional development. A portion of the pool swim lanes will be closed, but the pool will be open for community use.
- The Middle School Awards Celebration is being held on Thursday, June 13<sup>th</sup> at 6:30 p.m. at Pocantico Hills. We look forward to seeing you there.
- The 3<sup>rd</sup> through 4<sup>th</sup> grade Science Fair is being held on Monday, June 17<sup>th</sup> at 9:00 a.m. in the cafeteria and the Middle School Science Fair is being held on Tuesday, June 18<sup>th</sup> at 7:00 p.m. in the gymnasium.
- The 8<sup>th</sup> grade graduation will be held on Wednesday, June 19<sup>th</sup> at 7:00 p.m. The High School Graduations are as follows: June 20<sup>th</sup> – Briarcliff High School at 7:00 p.m. – Pace University and Sleepy Hollow High School at 7:00 p.m. June 21<sup>st</sup> – Pleasantville High School at 6:30 p.m.
- Please remember that Thursday, June 20<sup>th</sup> is a full day of school. June 21<sup>st</sup> and June 24<sup>th</sup> are half days and the last day of school is Monday, June 24<sup>th</sup>.

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

**PERSONNEL  
Tenure**

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education confers tenure upon Anna Lisa Levy, Math Teacher, grades 7 & 8 and Integrated Algebra Regents, in the Mathematics tenure area, effective August 31, 2013.

On a motion by Trustee Joan Cusanelli and seconded by Trustee Emily Segal the Board of Education voted and approved the following resolution. The motion was unanimously passed (5-0).

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education confers tenure upon Adam Brown, the Supervisor of

Curriculum and Instruction and Chief Information Officer, in the General Administrative tenure area, effective July 1, 2013.

**Recognition:** Superintendent, Dr. Valencia Douglas presented members of the faculty and staff with service awards for their years of service. The following staff and faculty received awards: Five Years – Deborah Kraemer, Elizabeth Lapicki, Joy Scantlebury / Ten Years – Martina Baer, Tracy Carrigan, Amie Doane, Christina Domato, Ann Mancini, Nicole Marples, Nancy Occhicone / Fifteen Years – Laura Garrido / Twenty Years – Jose Matos, Madeline McDougal / Twenty-Five Years - Jerry Lucadamo.

**SPECIAL PRESENTATION**  
Recognition

The Board of Education was also recognized for their dedication to the school and the community.

**Approval of Minutes:** On a motion by Trustee Fred Rickles and seconded by Trustee Emily Segal the Board of Education voted and approved the Business Meeting minutes of June 4, 2013 as amended. The motion was unanimously passed (5-0).

**APPROVAL OF MINUTES**  
June 4, 2013

**Treasurer’s Report:** The Board of Education voted and accepted the Treasurer’s Report of April 2013. The motion was unanimously passed (5-0).

**FINANCIAL REPORTS**  
Treasurer’s Report

**Results from the Annual Election:** On a motion by Trustee Joan Cusanelli and seconded by Vice President David Wilens the Board of Education voted and approved the recommendations from the Committee on Special Education – Student ID #'s: 002006006, 002006007, 12574, 0012578, 0012580, 0012572, 2003545, 12579, 002006056, and 002006116. The motion was unanimously passed (5-0).

**NEW BUSINESS**  
Committee on Special Education

**Property Tax Warrants:** On a motion by Vice President 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).

Property Tax Warrants

BE IT RESOLVED, that it is hereby moved that the budget for the school year commencing July 1, 2013 in the amount of \$29,392,667 be adopted; that the sums as set forth in the forms of budget heretofore submitted by the Superintendent be appropriated; that the taxes in the amount of \$23,380,540 be levied therefore; that the Board members be authorized to execute a warrant therefore, and that the warrant be delivered to Town authorities.

The major budget categories and their respective amounts are listed below:

General Support	\$ 5,698,222
Instructional	\$15,430,889
Pupil Transportation	\$ 1,391,676
Community Services	\$ 551,877
Undistributed Expenses	
Benefits	\$4,042,034
Debt Service	\$2,034,969
Transfers to	
Other Funds \$ 243,000	<u>\$ 6,320,003</u>
Total General Fund Appropriation	\$29,392,667

**Tax Certiorari Reserve:** On a motion by Trustee Joan Cusanelli and seconded by Trustee Emily Segal the Board of Education voted and approved the following resolution. The motion was unanimously passed (5-0).

Tax Certiorari Reserve

BE IT RESOLVED, that it is hereby moved that the Tax Certiorari Reserve Fund be increased up to \$1,000,000 funded by the June 30, 2013 unassigned fund balance to cover claims against the 2012-2013 assessment year.

**Budget Transfers:** On a motion by Trustee Fred Rickles and seconded by Trustee Emily Segal the Board of Education voted and approved the 2012-2013 budget transfers as stated on the attached memo. The motion was unanimously passed (5-0).

Budget Transfers

**Software and Hardware Support Services:** On a motion by Trustee Joan Cusanelli and seconded by Vice President David Wilens the Board of Education voted and approved the following resolution. The motion was unanimously passed (5-0).

Software and Hardware Support Services

**Bond Resolution Authorizing Purchase of School Buses:** On a motion by Trustee Joan Cusanelli and seconded by Trustee Emily Segal the Board of Education voted and approved the following resolution. The motion was unanimously passed (5-0).

Bond Resolution Authorizing Purchase of School Buses

BOND RESOLUTION DATED JUNE 11, 2013.

A RESOLUTION AUTHORIZING THE ISSUANCE OF \$159,000 BONDS OF THE POCANTICO HILLS CENTRAL SCHOOL DISTRICT, WESTCHESTER COUNTY, NEW YORK, TO PAY THE COST OF THE PURCHASE OF SCHOOL BUSES, AT AN ESTIMATED MAXIMUM COST NOT TO EXCEED \$159,000, FOR SAID SCHOOL DISTRICT.

WHEREAS, at a the annual district meeting of the qualified voters of the Pocantico Hills Central School District, Westchester County, New York (the "School District"), held on May 21, 2013, a proposition was duly adopted authorizing the Board of Education to purchase of school buses for said School District, at an aggregate estimated maximum cost of \$159,000, and providing for the levy of a tax therefor to be collected in installments, with obligations of said School District to be issued in anticipation thereof; and

WHEREAS, it is now desired to provide for the financing thereof; NOW, THEREFORE, BE IT

RESOLVED, by the Board of Education of the Pocantico Hills Central School District, Westchester County, New York, as follows:

Section 1. There are hereby authorized to be issued \$159,000 bonds of the Pocantico Hills Central School District, Westchester County, New York, pursuant to the provisions of the Local Finance Law, to pay the cost of the purchase of school buses for said School District, which is a class of objects or purposes.

Section 2. It is hereby determined that the estimated maximum cost of the aforesaid class of objects or purposes is \$159,000, and the plan for the financing thereof is by the issuance of the \$159,000 bonds authorized to be issued pursuant to Section 1 hereto. Such bonds are to be payable from amounts which shall annually be levied on all the taxable real property in said School District, and

the faith and credit of said School District are hereby pledged for the payment of said bonds and the interest thereon.

Section 3. It is hereby determined that the period of probable usefulness of the aforesaid class of objects or purposes is five years pursuant to subdivision twenty-nine of paragraph a of Section 11.00 of the Local Finance Law.

Section 4. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the issuance and sale of the bonds herein authorized, including renewals of such notes, is hereby delegated to the President of the Board of Education, the chief fiscal officer. Such notes shall be of such terms, form and contents, and shall be sold in such manner, as may be prescribed by said President of the Board of Education, consistent with the provisions of the Local Finance Law.

Section 5. Such bonds shall be in fully registered form and shall be signed in the name of the Pocantico Hills Central School District, Westchester County, New York, by the manual or facsimile signature of the President of the Board of Education and a facsimile of its corporate seal shall be imprinted or impressed thereon and attested by the manual or facsimile signature of the School District Clerk.

Section 6. The powers and duties of advertising such bonds for sale, conducting the sale and awarding the bonds, are hereby delegated to the President of the Board of Education, who shall advertise such bonds for sale, conduct the sale, and award the bonds in such manner as he or she shall deem best for the interests of the School District; provided, however, that in the exercise of these delegated powers, he or she shall comply fully with the provisions of the Local Finance Law and any order or rule of the State Comptroller applicable to the sale of municipal bonds. The receipt of the President of the Board of Education shall be a full acquittance to the purchaser of such bonds, who shall not be obliged to see to the application of the purchase money.

Section 7. All other matters, except as provided herein relating to such bonds, including determining whether to issue such bonds having substantially level or declining debt service and all matters related thereto, prescribing whether manual or facsimile signatures shall appear on said bonds, prescribing the method for the recording of ownership of said bonds, appointing the fiscal agent or agents for said bonds, providing for the printing and delivery of said bonds (and if said bonds are to be executed in the name of the School District by the facsimile signature of its President of the Board of Education, providing for the manual countersignature of a fiscal agent or of a designated official of the School District), the date, denominations, maturities and interest payment dates, place or places of payment, and also including the consolidation with other issues, shall be determined by the President of the Board of Education. It is hereby determined that it is to the financial advantage of the School District not to impose and collect from registered owners of such bonds any charges for mailing, shipping and insuring bonds transferred or exchanged by the fiscal agent, and, accordingly, pursuant to paragraph c of Section 70.00 of the Local Finance Law, no such charges shall be so collected by the fiscal agent. Such bonds shall contain substantially the recital of validity clause provided for in Section 52.00 of the Local Finance Law and shall otherwise be in such form and contain such recitals in addition to those required by Section 52.00 of the Local Finance Law, as the President of the Board of Education shall determine.

Section 8. This resolution shall constitute a statement of official intent for purposes of Treasury Regulations Section 1.150-2. Other than as specified in this resolution, no monies are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside with respect to the permanent funding of the object or purpose described herein.

Section 9. The validity of such bonds and bond anticipation notes may be contested only if:

- 1) Such obligations are authorized for an object or purpose for which said School District is not authorized to expend money, or
- 2) The provisions of law which should be complied with as of the date of publication of this resolution are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or
- 3) Such obligations are authorized in violation of the provisions of the Constitution.

Section 10. This resolution, which takes effect immediately, shall be published in full in The Journal News, the official newspaper of the School District, having general circulation in said School District, together with a notice of the School District Clerk substantially in the form provided in Section 81.00 of the Local Finance Law.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

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

The resolution was thereupon declared duly adopted.

**Policy Review:** On a motion by Trustee Fred Rickles and seconded by Vice President David Wilens the Board of Education voted and approved Policy #7335 as amended. The motion was unanimously passed (5-0).

Policy Review

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

**PERSONNEL**

**Summer Camp Appointments 2013:**

Junior Counselor Sonya Smith	\$ 800
Junior Counselor Kyle Law	\$ 920
Junior Counselor Max Parauda	\$ 920
Head Counselor Brandy Gannon	\$2,500
Head Counselor Jonette Kowalczyk	\$2,850

**CIT**

Sarah Hofmann  
Maddy Grande  
Brian Danuff  
Kayla Owen  
Mark Caldropoli  
Jackson Sanders  
Tyler Cowles  
Nick Vacca  
Youssef Kassem  
Gianna Simonetti

Rachel Julie  
Alex O'Brien

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

**Summer Camp Stipends:**

- |                                  |               |                               |
|----------------------------------|---------------|-------------------------------|
| 1. Michelle Darcy                | \$20.00/hour  | Pre Camp Supervisor           |
| 2. Tara Gallery<br>Supervisor    | \$20.00/hour  | Pre-Camp                      |
| 3. Gabby Minton                  | \$10.00/ hour | Post Camp Assistant           |
| 4. Meredith Lyons<br>Assistant   | \$10.00/ hour | Post Camp                     |
| 5. Deborah Kraemer<br>Supervisor | \$20.00/hour  | Pre Camp                      |
| 6. Rahsaan Simmonds              | \$10.00/ hour | Pre Camp Assistant            |
| 7. Judy Bowen                    | \$200 -       | Parent Drop off and<br>Pickup |
| 8. Joe DeProssio                 | \$200 -       | Parent Drop off and<br>Pickup |
| 9. Gina Policastro               | \$200 -       | Parent Drop off and Pickup    |

**Staff that attends an overnight \$50 per night per person.**

**Recession of Appointments:**

Head Counselor Mona Kaufman	\$2,800
Head Counselor Arun Matthew	\$2,425
Junior Counselor Chris Madera	\$1,330
Junior Counselor Dylan Pastore	\$1,330

**Pool Appointments:**

**Camp Pool Salaries 2013:**

Amanda Pettfield	\$2400
Matt Praino	\$2000
Rose Gandolfo	\$1800
Dan Spina	\$1700
Claire Descamps	\$1700
Phil Golodetz	\$1700
Melanie Prinz	\$1700
Jack Gandolfo	\$1700
Tommy Gallery	\$1700
Jared Reyes	\$1700

**Recreation Guards 2013:**

Amanda Pettfield	\$12.00/hour
Rose Gandolfo	\$9.00/hour
Melanie Prinz	\$8.00/hour
Matt Jacobs	\$7.75/hour
Mikey Baba	\$8.25/hour

Jackie Muniz \$8.25/hour  
Sena Baba \$8.00/hour

**WSI Hourly Rate:**  
\$20.00/hour

Ali Misuraca  
Rob Misuraca  
Amanda Pettfield  
Bianca Muniz  
Allyson Blackburn  
John Blackburn  
Kaydee Kowalczyk  
Lauren Pizzolla  
Michael Gimblette  
Emma Sawkins

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

On a motion by Vice President David Wilens and seconded by Trustee Fred Rickles the Board of Education voted and approved the following resolution. The motion was passed 4 yes and 1 no (Trustee Joan Cusanelli).

**Salary Adjustment:**

**Assistant Superintendent for Finance and Support Services**

BE IT RESOLVED, that the annual salary for the 2012-2013 school year for Jay Scotto-Friedman, Assistant Superintendent for Finance and Support Services shall be (base salary \$190,000 plus \$3,800 merit pay) in accordance with the terms of the eighth contract amendment dated September 24, 2012.

**Business/Planning for Future Meetings:** The Reorganization Meeting is scheduled for Wednesday, July 10<sup>th</sup> at 8:00 p.m. in the School Library.

**BUSINESS /  
PLANNING FOR  
FUTURE MEETINGS**

**Adjournment of Discussion Meeting:** There being no further business, on a motion by Vice President David Wilens and seconded by Trustee Joan Cusanelli the Board of Education adjourned the Discussion Meeting at 10:00 p.m. The motion was unanimously passed (5-0).

**ADJOURNMENT OF  
DISCUSSION  
MEETING**

Respectfully submitted,  
Gina L. Downes  
District Clerk

\_\_\_\_\_  
John Conrad, School Board President

Date: \_\_\_\_\_

\_\_\_\_\_  
Gina L. Downes, District Clerk

Date: \_\_\_\_\_