

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

Regular Meeting  
Wednesday, July 10, 2013

The Regular Meeting of the Board of Education of the Pocantico Hills Central School District was held on Wednesday, July 10, 2013 at 6:32 p.m. in the school Library, Bedford Road, Sleepy Hollow, New York.

On a motion by Board Member Elect Emily Segal and seconded by Trustee David Wilens the Board of Education opened the regular meeting at 6:32 p.m. The motion was unanimously passed (5-0). **REGULAR MEETING**

On a motion by Trustee Joan Cusanelli and seconded by Board Member Elect Emily Segal the Board of Education moved to Executive Session at 6:33 p.m. to discuss the employment history of a particular individual and to meet as the Internal Audit Committee with the District Claims Auditor. The motion was unanimously passed (5-0). **EXECUTIVE SESSION**

Present: John Conrad, Trustee  
Joan Cusanelli, Trustee  
Fred Rickles, Board Member Elect  
Emily Segal, Board Member Elect  
David Wilens, Trustee **ROLL CALL**

Also Present: Dr. Valencia Douglas, Superintendent  
(departed at 6:45 p.m.)  
Jay Scotto-Friedman, Assistant Superintendent  
(departed at 6:45 p.m.)  
John Baltramo, Internal Claims Auditor  
(arrived 6:45 p.m. / departed 7:25 p.m.)

On a motion by Trustee David Wilens and seconded by Board Member Elect Emily Segal the Board of Education adjourned the Executive Session at 8:03 p.m. The motion was unanimously passed (5-0). **ADJOURNMENT OF EXECUTIVE SESSION**

With no objection from the Board, Trustee John Conrad opened the Regular Meeting at 8:10 p.m. The motion was unanimously passed (5-0). **CALL TO ORDER**

With no objection from the Board, Trustee John Conrad opened the Re-Organizational Meeting at 8:11 p.m. The motion was unanimously passed (5-0). **CALL TO ORDER - RE-ORGANIZATION MEETING**

On a motion by Trustee David Wilens and seconded by Trustee Fred Rickles the Board of Education adjourned the Re-Organizational Meeting at 8:27 p.m. The motion was unanimously passed (5-0). **ADJOURNMENT FROM REORGANIZATIONAL MEETING**

Present: John Conrad, President **ROLL CALL**

Emil Segal, Vice President  
Joan Cusanelli, Trustee  
Fred Rickles, Trustee  
David Wilens, Trustee

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

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

**Correspondence:** There was no correspondence.

**Board/Superintendent Announcements:** Superintendent Douglas announced the following:

The summer camp is going well. All campers and counselors are settled and enjoying their camp experience.

There has been a slight issue with the umbrellas for the kiddie pool and the Pool Director is working on a solution.

President John Conrad thanked Dr. Douglas, Mr. Steele, Mr. Brown, Mr. Suarez and everyone involved in the awards ceremony, graduation, and science fair. It was an exciting week for everyone and a great send off for the 8<sup>th</sup> grade class. The science fair was spectacular!

**Appointment of Architect:** 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.

BE IT RESOLVED, that the Board of Education appoint Mosaic Architects to furnish professional architectural/engineering services for the 2012-2013 and 2013-2014 annual capital projects with an estimated construction cost of \$315,000 for a 6% architectural fee of construction cost, as per the attached proposal and subject to the execution of an agreement prepared by District legal counsel.

**Special Presentation:** The Board of Education received a presentation on the proposed new math series, Primary Mathematics (Singapore Math) from Adam Brown, Supervisor of Curriculum and Instruction and Stan Steele, Principal.

**Math Textbook K-6:** 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).

BE IT RESOLVED, that the Pocantico Hills Board of Education hereby adopts Primary Mathematics – Standard Edition published through Marshall Cavendish/Singapore Math as the textbook for grades K-6 beginning in the 2013-2014 school year. The estimated costs to implement this textbook adoption are approximately \$30,000.

## HEARING FROM THOSE PRESENT

## CORRESPONDENCE

## BOARD/SUPERINTENDENT ANNOUNCEMENTS

## NEW BUSINESS

Appointment of Architect

## SPECIAL PRESENTATION

Math Textbook K-6

## NEW BUSINESS

Math Textbook K-6

**Approval of Minutes:** On a motion by Trustee Joan Cusanelli and seconded by Trustee Fred Rickles the Board of Education voted and approved the Discussion Meeting minutes of June 11, 2013 as amended. The motion was unanimously passed (5-0).

**APPROVAL OF MINUTES**  
June 11, 2013

**Financial Reports:** On a motion by Trustee David Wilens and seconded by Trustee Fred Rickles the Board of Education voted and accepted the following reports. The motion was unanimously passed (5-0).

**FINANCIAL REPORTS**

1. Treasurer’s Report – May 2013
2. Disbursement Warrants – April 2013 and May 2013
3. Claims Auditor Reports – March 2013, April 2013 and May 2013

**Tax Certiorari Refunds:** 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).

**NEW BUSINESS**  
Tax Certiorari Refunds

**WHEREAS**, petitions having been filed by the property owner, below challenging real property tax assessments on the assessment roll of the Town of Greenburgh, within the Pocantico Hills Central School District, with respect to the following property:

<b>Property Owner</b> Verizon	<b>Address/Description</b> 545 Saw Mill River Road Tax ID: 7.60-3-4	<b>Year(s)</b> 2003-2012
<b>Verizon/Yukon Realty</b>	<b>410 Saw Mill River Road</b> Tax ID: 7.120-19-20	<b>2006-2012</b>

**WHEREAS**, petitioner’s tax certiorari proceedings are now pending in Supreme Court, Westchester County; and

**WHEREAS**, the Town and the property owner have reached a resolution with regard to the assessments at issue in the tax certiorari proceedings; and

**WHEREAS**, the School District has reviewed the settlement and has found that the terms of the settlement are reasonable; and

**WHEREAS**, the settlement is subject to the three year moratorium on future petitions as provided in Real Property Tax Law Section 727; and

**WHEREAS**, the settlement of these proceedings are in the best interests of the School District;

**NOW THEREFORE BE IT RESOLVED**, that the Special Counsel for Tax Certiorari are authorized to execute a settlement on behalf of the School District as follows:

**Verizon (545 Saw Mill River Road):**

<u>Year</u>	<u>Original AV</u>	<u>Reduced AV</u>	<u>AV Reduction</u>
2003	242,000	171,800	70,200
2004	242,000	167,000	75,000
2005	242,000	157,300	84,700

2006	242,000	145,200	96,800
2007	242,000	140,400	101,600
2008	242,000	140,400	101,600
2009	242,000	133,100	108,900
2010	242,000	140,700	101,300
2011	242,000	136,400	105,600
2012	242,000	131,050	110,950

**Verizon (410 Saw Mill River Road)/Yukon Realty:**

<u>Year</u>	<u>Original AV</u>	<u>Reduced AV</u>	<u>AV Reduction</u>
2006	80,300	60,000	20,300
2007	60,000	60,000	0
2008	60,000	60,000	0
2009	60,000	60,000	0
2010	60,000	60,000	0
2011	60,000	60,000	0
2012	60,000	60,000	0

The refund of School District taxes will amount to \$208,771.56± on 545 Saw Mill River Road and \$4,893.04± on 410 Saw Mill River Road, for a total to be refunded of \$213,664.60±.

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

Fingerprinting Services

BE IT RESOLVED, that the Pocantico Hills Board of Education authorize Raymond J. Turnbull to provide fingerprinting services for the 2013-2014 school year at a rate of \$35.00 per person.

**Bid Award:** 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).

Bid Award

BE IT RESOLVED, that the Pocantico Hills Central School District Board of Education award the bid to the lowest responsible bidder meeting specifications for the Exterior Restoration of Choral Wall to Foremost Development LLC in the amount of \$55,100.

**Policy Review:** The Board of Education had a first reading on the following Acceptable Use Technology policies: #5310 – Grades Pre-Kindergarten – 2; #5320 – Grades 3 – 8; and #5330 – Staff. The Board of Education will have a second reading on Tuesday, August 27, 2013.

Policy Review

**Con Edison Rider U Supplemental Program:** On a motion by Trustee Joan Cusanelli and seconded by Trustee Fred Rickles the Board of Education

Con Edison Rider U Supplemental Program

voted and approved the following resolution. The motion was unanimously passed (5-0).

BE IT RESOLVED, that the Pocantico Hills Board of Education authorize the District's participation in the Con Edison Rider U Supplemental Program as described on the attached agreement.

**Supervisor of Curriculum and Technology:** 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).

**PERSONNEL**  
Salary Adjustment Amendments  
– Supervisor of Curriculum and  
Technology

BE IT RESOLVED, that the annual salary for the 2013-2014 school year shall be \$138,520 for Adam Brown, Supervisor of Curriculum and Technology (including the duties of Chief Information Officer) is hereby approved;

BE IT FURTHER RESOLVED, that the contract dated July 10, 2013 for Adam Brown, Supervisor of Curriculum and Technology is hereby approved;

BE IT FURTHER RESOLVED, that the Board President, John Conrad is authorized to execute the contract, dated July 10, 2013, for the Supervisor of Curriculum and Technology.

**Secretary to Chief School Official:** On a motion by Trustee Joan Cusanelli and seconded by Trustee David Wilens the Board of Education voted and approved the following resolution. The motion was unanimously passed (5-0).

Secretary to Chief School  
Official

BE IT RESOLVED, that the annual salary for the 2013-2014 school year shall be \$81,285 for Gina L. Downes, Secretary to the Chief School Official is hereby approved;

BE IT FURTHER RESOLVED, that the fourth contract amendment dated July 10, 2013 for Gina L. Downes, Secretary to Chief School Official is hereby approved;

BE IT FURTHER RESOLVED, that the Board President, John Conrad is authorized to execute the fourth contract amendment, dated July 10, 2013, to the existing salary and benefits agreement with the Secretary to the Chief School Official.

**Senior Account Clerk:** On a motion by Trustee David Wilens and seconded by Vice President Emily Segal the Board of Education voted and approved the following resolution as amended. The motion was unanimously passed (5-0).

Senior Account Clerk

BE IT RESOLVED, that the annual salary for the 2013-2014 school year shall be \$69,393 for Linda Brouard, Senior Account Clerk is hereby approved;

BE IT FURTHER RESOLVED, that the fourth contract amendment dated July 10, 2013 for Linda Brouard, Senior Account Clerk is hereby approved;

BE IT FURTHER RESOLVED, that the Board President, John Conrad is authorized to execute the fourth contract amendment, dated July 10, 2013, to the existing salary and benefits agreement with the Senior Account Clerk.

**Treasurer:** On a motion by Trustee David Wilens and seconded by Trustee Fred Rickles the Board of Education voted and approved the following resolution as amended. The motion was unanimously passed (5-0). Treasurer

BE IT RESOLVED, that the annual salary for the 2013-2014 school year shall be \$71,036 for Jane Walter, Treasurer is hereby approved;

BE IT FURTHER RESOLVED, that the fourth contract amendment dated July 10, 2013 for Jane Walter, Treasurer is hereby approved;

BE IT FURTHER RESOLVED, that the Board President, John Conrad is authorized to execute the fourth contract amendment, dated July 10, 2013, to the existing salary and benefits agreement with the Treasurer.

**Director After School Program:** On a motion by Trustee Joan Cusanelli and seconded by Trustee David Wilens the Board of Education voted and approved the following resolution as amended. The motion was unanimously passed (5-0). Director After School Program

BE IT RESOLVED, that the annual salary for the 2013-2014 school year shall be \$21,416 for Deborah Kraemer; Director of the After School Program is hereby approved;

BE IT RESOLVED, that the third contract amendment dated July 10, 2013 for Deborah Kraemer, Director of the After School Program is hereby approved;

BE IT FURTHER RESOLVED that the Board President, John Conrad is authorized to execute the third contract amendment, dated July 10, 2013, to the existing salary and benefits agreement with the Director of the After School Program.

**Assistant Director After School Program:** On a motion by Trustee Fred Rickles and seconded by Vice President Emily Segal the Board of Education voted and approved the following resolution as amended. The motion was unanimously passed (5-0). Assistant Director After School Program

BE IT RESOLVED, that the annual salary for the 2013-2014 school year shall be \$15,568 for Donna Benza Nava; Assistant Director of the After School Program is hereby approved;

BE IT RESOLVED, that the first contract amendment dated July 10, 2013 for Donna Benza Nava, Assistant Director of the After School Program is hereby approved;

BE IT FURTHER RESOLVED, that the Board President, John Conrad is authorized to execute the third contract amendment, dated July 10, 2013, to

the existing salary and benefits agreement with the Assistant Director of the After School Program.

**Benefit Approval:** 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).

Benefit Approval

BE IT RESOLVED that the Board of Education, in accordance with Section 5(a)(ii) of the Superintendent’s Contract and Dr. Douglas’s request to be compensated for up to five (5) accumulated vacation days, hereby approves the Superintendent’s request for compensation for five (5) accumulated vacation days at her current per diem rate.

**Rate Increase:** 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).

Rate Increase

A collective bargaining unit does not represent the following categories of personnel; therefore this item has been placed this item on the agenda for the July 10, 2013 meeting of the Board of Education. The rate increase below reflects a 2.0% increase over the prior year.

BE IT RESOLVED, that the following payroll rates which are not addressed by a collective bargaining agreement are approved effective July 1, 2013:

Bus/School Monitors	\$17.96 per hour/Run
Café Help-P/T Temp	\$17.96 per hour
Cleaners-Temp	\$18.20 per hour

**Appointments:** 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).

Appointments

**Summer Camp 2013:**

Computer Nikki Taylor	\$1,100
Junior Counselor Caleb Asamoah	\$ 800
Junior Counselor Victoria Piccininni	\$1,100
Head Counselor Lexi Surridge	\$2,500
Junior Counselor Pedro Pena	\$ 800
Junior Counselor Zaria Cobbs	\$ 920
Junior Counselor Kailey D’Alessandro	\$ 800
Sudio Reissa Ress	\$2,500

**Stipends**

Timmy Tribble	\$10.00/hour Post Camp Assistant
Max Parauda	\$200 Garbage Pickup

**Recreation Guards 2013:**

Chris DiLorenzo	\$12/hour
Susie Plotkin	\$8/hour

**WSI Hourly Rate:**

\$20.00/hour

Jenna Fanelli

Chris DiLorenzo

**Part Time Bus Drivers:**

Name: Antonio Vidal

Rate: \$22.96/hour

Title: Part Time Bus Driver

Term: July 1, 2013 – June 30, 2014

Name: Oscar Zapata

Rate: \$22.96/hour

Title: Part Time Bus Driver

Term: July 1, 2013 – June 30, 2014

**Stipend Appointments 2012-2013:**

<u>Name</u>	<u>Stipend</u>	<u>Amount</u>
Karen Smith	Late Bus Supervisor	\$6,885

**Temporary Cleaners – June 15, 2013- September 8, 2013:**

Feliciano-Batista, Franklin Brandon

Ferreira, Kevin

Gritton, Miguel

Jackson, Jovaun

**Temporary Cleaners – August 1, 2013- September 8, 2013:**

Tlatola-Aquino., Ricardo

Cervantes, Eric

Vaquero, Edward

Vaquero, Vianey

**Temporary Cleaners – July 1, 2013- June 30, 2014:**

Paul Heck

Aurelia Matos

**Part Time Teachers:**

Name: Blake Burgess

Title: Science, Technology, Engineering, Math (S.T.E.M.)  
and other duties

FTE .8 FTE

Contract Salary: \$85,272 prorated to \$68,218

Term: July 1, 2013 – June 30, 2014

Name: Joanne DeGregory

Title: Math tutor

FTE .3 FTE

Salary \$13,466

Term: July 1, 2013 – June 30, 2014

Name: Marc Fowler

Title: Psychologist



FTE: .5 FTE  
Contract Salary: \$65,020 prorated to \$32,510  
Term: July 1, 2013 – June 30, 2014

Name: Ann Mancini  
Title: Teacher of Spanish (Grades 3-8)  
FTE: .8FTE  
Contract Salary: \$114,585 prorated to \$91,668  
Term: July 1, 2013 – June 30, 2014

Name: Felicia Peterson  
Title: Special Education (kindergarten – Grade 2)  
FTE: .3 FTE  
Contract Salary: \$111,920 prorated to \$33,576  
Term: July 1, 2013 – June 30, 2014

Name: Marilyn Sable  
Title: French (Grades 3-8)  
FTE: .8FTE  
Contract Salary: \$119,914 prorated to \$95,931  
Term: July 1, 2013 – June 30, 2014

Name: Joy Scantlebury  
Title: ESL (Kindergarten – Grade 8)  
FTE: .5 FTE  
Contract Salary: \$111,920 prorated to \$55,960  
Term: July 1, 2013 – June 30, 2014

**Teaching Assistants and Teacher Aides:**

Name: Sylvia Meister  
Title: Teaching Assistant  
FTE: .44 FTE  
Contract Salary: \$31,776 prorated to \$13,981  
Term: July 1, 2013 – June 30, 2014

Name: Sylvia Meister  
Title: Teacher Aide  
FTE: .56 FTE  
Salary: \$116.23 per day (pro-rated to \$65.09/day)  
Term: July 1, 2013 – June 30, 2014

Name: Jessica Smith  
Title: Teaching Assistant  
FTE: .46 FTE  
Contract Salary: \$31,776 (prorated to \$14,617)  
Term: July 1, 2013 – June 30, 2014

Name: Jessica Smith  
Title: Teacher Aide  
FTE: .54 FTE  
Salary: \$116.23 per day (pro-rated to \$62.76/day)  
Term: July 1, 2013 – June 30, 2014

Name: Michelle Tarchine  
Title: Teaching Assistant  
FTE: .64 FTE  
Contract Salary: \$32,411 (pro-rated to \$20,743)  
Term: July 1, 2013 – June 30, 2014

Name: Michelle Tarchine  
Title: Teacher Aide  
FTE: .36 FTE  
Salary: \$116.23 (pro-rated to \$41.84/day)  
Term: July 1, 2013 – June 30, 2014

**Substitute Monitors**

Hussain, Sadaf  
Rubeo, Smantha  
Rubeo, Stacey  
Singh, Anjuli  
Bowen, Judy  
Fanelli, Jenna  
Hansen, Laura

**Monitors – Bus and Lunch/Recess**

Alirahi, Shazia  
Balzano, Elaina  
Liberatore, Linda  
Rivas, Ana  
Heck, Paul  
Heinzinger, Chris  
Matos, Aurelia  
Praino, Maria  
Rubeo, Peter  
Rubeo, Sharon  
Juliano, Alyssa

**Teacher Aides**

Sana Alfanek  
Sylvia Meister  
Megan Polansky  
Jessica Smith  
Michelle Tarchine

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

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

Name: Mary Beth Pietrangelo  
Title: Teacher

Effective Date: July 1, 2013

**Rescission of Appointments:** On a motion by Trustee David Wilens and seconded by Vice President Emily Segal the Board of Education voted and approved the following rescission of appointments. The motion was unanimously passed (5-0).

Rescission of Appointments

Junior Counselor Anthony Policastro	\$1,100
Head Counselor Jonette Kowalczyk	\$2,850
Junior Counselor Reynelson Diaz	\$1,100
Junior Counselor John Kenndy	\$1,100

**Title Change:** On a motion by Trustee Fred Rickles and seconded by Trustee David Wilens the Board of Education voted and approved the following title change. The motion was unanimously passed (5-0).

Title Change

Name: Manny Roopchand  
Title: Head Counselor  
Rate: \$3,775  
Term: Summer 2013

This employee was appointed on May 7, 2013 to the title of Junior Counselor at the rate of \$3,775.

**Rate Change:** On a motion by Trustee Joan Cusanelli and seconded by Vice President Emily Segal the Board of Education voted and approved the following rate change. The motion was unanimously passed (5-0).

Rate Change

Name: Lauren Pizzolla  
Title: Head Swim Coach  
Rate: \$3,500/season  
Term: March 6, 2013 –March 5, 2014

The July 10, 2013 appointment supersedes and replaces the March 5, 2013 appointment.

This employee was appointed on March 5, 2013 to the title of Head Swim Coach at the rate of \$2,500. Due to the additional responsibilities assigned to this employee the recommendation is to increase the rate to \$3,500. The additional duties include attendance at county meetings, organizing the swim meets with the Pool Director, planning for practices, and supervising the other assistant coaches.

**Discussion/Planning for Future Meetings:** The next Board of Education meeting will be held on Monday, July 15, 2013 at 7:00 p.m. The Board of Education directed the administration to go forward with BoardDocs.

**DISCUSSION/PLANNING  
FOR FUTURE MEETINGS**

**Adjournment:** On a motion by Vice President Emily Segal and seconded by Trustee David Wilens the Board of Education adjourned the Regular Meeting at 10:45 p.m.

**ADJOURNMENT**

Respectfully submitted,  
Gina L. Downes  
District Clerk

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

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

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

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