

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

Business Meeting  
Tuesday, January 8, 2013

The Business Meeting of the Board of Education of the Pocantico Hills Central School District was held on Tuesday, January 8, 2013 at 6:35 p.m. in the school Library, Bedford Road, Sleepy Hollow, New York.

On a motion by Trustee Fred Rickles and seconded by Vice President David Wilens the Board of Education opened the regular meeting at 6:35 p.m. The motion was unanimously passed (5-0). **REGULAR MEETING**

On a motion by Trustee Joan Cusanelli and seconded by Trustee Fred Rickles the Board of Education called the Executive Session to order at 6:36 p.m. p.m. to discuss proposed, pending or current litigation. The motion was unanimously passed (4-0). **EXECUTIVE SESSION**

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-Friedman, Assistant Superintendent  
David Shaw, School Attorney

On a motion by Trustee Fred Rickles and seconded by Trustee Emily Segal the Board of Education adjourned the Executive Session at 7:58 p.m. p.m. The motion was unanimously passed (5-0). **ADJOURNMENT OF EXECUTIVE SESSION**

With no objection from the Board, President John Conrad, called the Regular meeting to order at 8:05 p.m. **CALL TO ORDER**

Board President John Conrad asked that the Board and community observe a moment of silence for the Sandy Hook students and teachers who lost their lives and those in the community.

The Pledge of Allegiance was led by President John Conrad. **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-Friedman, 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:** Superintendent Douglas announced the kick off of Olweus, Pocantico's new bullying prevention program. The entire school was treated to an assembly by Brett Outchcunis who is a motivational speaker for children and families. Mr. Outchcunis was also present at the meeting to give a brief synopsis of his performance for the children.

**BOARD/SUPERINTENDENT ANNOUNCEMENTS**

Dr. Douglas also announced that the 7<sup>th</sup> & 8<sup>th</sup> grade mid-terms had been cancelled.

**Safety Presentation:** Dr. Valencia Douglas, Superintendent and Jay Scotto-Friedman, Assistant Superintendent gave a brief presentation on the security/safety update.

**SPECIAL PRESENTATION**  
Safety Presentation

Vice President David Wilens motioned to amend the agenda and have the Safety Presentation placed under Special presentations. The motion was seconded by Trustee Fred Rickles and unanimously passed (5-0).

Mr. Adam Brown, Supervisor of Curriculum and Technology, Mrs. Nicole Marples and Dr. Patty Palombo, Reading Specialists, presented to the Board on the Response to Intervention program.

Response to Intervention (RTI)

**Facilities Committee Report/Facilities Committee:** On a motion by Trustee David Wilens and seconded by Trustee Emily Segal the Board of Education voted to postpone the above agenda items to the January 22, 2013 Board of Education meeting. The motion was unanimously passed (5-0).

**NEW BUSINESS**  
Facilities Committee Report /  
Facilities Committee

**Standard Workday Reporting:** 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).

Standard Workday Reporting

BE IT RESOLVED, that the Board of Education of the Pocantico Hills Central School District hereby establishes the following as standard work days for appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based upon the employer time keeping system maintained and submitted by these officials to the District Clerk.

**Right of Entry:** On a motion by Trustee 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).

Right of Entry

BE IT RESOLVED, that the Pocantico Hills Central School District Board of Education hereby approves the Right of Entry Agreement between BMR-Landmark at Eastview LLC and the Pocantico Hills Central School District for December 18, 2012.

BE IT FURTHER RESOLVED, that the Pocantico Hills Central School District Board of Education authorizes Board President John Conrad to execute the Right of Entry Agreement between BMR-Landmark at Eastview LLC and the Pocantico Hills Central School District for December 18, 2012.

**Tax Certiorari Refunds:** On a motion by Trustee Joan Cusanelli and seconded by Trustee Fred Rickles the Board of Education voted and approved the following resolution:

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:

Property Owner	Address/Description	Year(s)
National Amusements (Greenburgh Multiplex)	320 Saw Mill River Road Tax ID: 7.120-19-25	2005-2011

**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:

Year	Original AV	Reduced AV	AV Reduction
2005	715,500	471,800	243,700
2006	715,500	442,250	273,250
2007	715,500	439,200	276,300
2008	715,500	451,400	264,100
2009	715,500	409,313	306,188
2010	715,500	435,500	280,000
2011	715,500	435,500	280,000

The refund of School District taxes will amount to \$499,178.93±

**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:

Property Owner	Address/Description	Year(s)
RBT Company	380 Saw Mill River Road Tax ID: 7.120-19-22	2007-2011

**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:

<u>Year</u>	<u>Original AV</u>	<u>Reduced AV</u>	<u>AV Reduction</u>
2007	385,000	302,400	82,600
2008	385,000	303,400	81,600
2009	385,000	295,000	90,000
2010	385,000	330,800	54,200
2011	385,000	332,500	52,500

The refund of School District taxes will amount to \$97,883.26±

**Classroom Use and Maintenance Agreement:** On a motion by Trustee Emily Segal and seconded by Vice President David Wilens, the Board of Education voted and approved the following resolution. The motion was unanimously passed (5-0).

Classroom Use and Maintenance Agreement

**WHEREAS**, the Pocantico Hills Central School District Board of Education has determine that three classrooms, and two office spaces are not necessary for educational purposes during the 2012-2013 school year;

**THEREFORE BE IT RESOLVED**, that the attached 2012-2013 agreement providing BOCES Southern Westchester with four classrooms and two office spaces at an annual rental of \$94,053 for school purposes is approved as attached.

BE IT FURTHER RESOLVED, that the attached 2012-2013 agreement providing BOCES Southern Westchester with 3 classrooms, and 1 therapy room for the 2012-2013 summer program at an annual rental of \$12,384 for school purposes is approved as attached.

BE IT FURTHER RESOLVED, that Dr. Douglas, Superintendent of the Pocantico Hills Central School District is authorized to execute the Classroom Use and maintenance Agreement between the Pocantico Hills School District and Southern Westchester Board of Cooperative Educational Services.

**Cafeteria Update:** The Board of education received an update on the cafeteria committee recommendations along with the Administration recommendations. The following was discussed and recommended:

Cafeteria Update

*Reinstate into the National School Lunch Program.* The Board of Education unanimously agreed not to reinstate into the National School Lunch program.

*Raise lunch price to \$3.00.* The Board of Education agreed to keep the lunch price as is for the remainder of the school year.

*Explore self-operated program hiring a Cook Manager that holds a culinary degree, appropriate certifications and embraces a farm to school philosophy, and resubmit the RFP to outside management companies with the \$3.00 lunch price (with the understanding that the management company meet the increased qualifications for Cook Manager).* The Board of Education unanimously agreed not to explore a self-operated program hiring a Cook Manager with a culinary degree, etc.

*Cook lunches on site to preserve quality control and preparation of food.* The Board of Education unanimously agreed to cook lunch on site.

*Install a new computer system capable of menu planning, monthly online ordering.* The Board of Education asked the Administration to look into this and report back to the Board on their findings.

*Take the needs of adults into consideration – same menu, adult sized portions.* The Board unanimously agreed to this item.

*Logistical changes need to be made – express line, cold and room temperature vending machines.* The Board unanimously agreed to the logistical changes.

*Ongoing and regular meetings by a lunch committee providing input on the hiring of the new cook manager or management company, monthly menu testing, surveying of the students, parents and staff.* The Board unanimously agreed to the ongoing and regular meetings.

**Committee on Special Education:** On a motion by Trustee Emily Segal and seconded by Trustee Fred Rickles the Board of Education voted and approved Student ID #187539 and Student ID #0012569. The motion was unanimously passed (5-0).

Committee on Special Education

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

**Bus and Recess Monitor:**

Name: Elaina Balzano  
Title: Bus and recess monitor  
Term: 1/2/13 – 6/30/13  
Rate: \$17.61

Name: Allyssa Juliano  
Title: Bus and recess monitor  
Term: 9/4/12 – 6/30/13  
Rate: \$17.61

Name: Ana Torres  
Title: Bus and recess monitor  
Term: 1/9/13 – 6/30/13  
Rate: \$17.61

Name: Sadaf Hussain  
Title: Bus and recess monitor  
Term: 1/9/13 – 6/30/13  
Rate: \$17.61

*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 Trustee Fred Rickles and seconded by Trustee Emily Segal the Board of Education voted and approved the following appointment. The motion was unanimously passed (5-0).

Name: Michael McCoy  
Title: Camp Director  
Rate: \$20,000  
Term: January 25, 2013 – January 24, 2014

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

Name: Laura Hansen  
Title: Assistant Camp Director  
Rate: \$8,015  
Term: December 13, 2012 – December 14, 2013

On a motion by Vice President David Wilens and seconded by Trustee Joan Cusanelli the Board of Education voted to table the appointment of the Camp Secretary to the January 22, 2013 Board of Education meeting. The motion was unanimously passed (5-0).

**Discussion/Planning for Future Meetings:** The next Board of Education meeting will be held on Tuesday, January 22, 2013. The Board of Education will have their picture taken for the yearbook at the next meeting.

**DISCUSSION/PLANNING  
FOR FUTURE MEETINGS**

**Adjournment of Business Meeting:** There being no further business, on a motion by Trustee Fred Rickles and seconded by Trustee Emily Segal the Board of Education adjourned the Business Meeting at 11:30 p.m. The motion was unanimously passed (5-0).

**ADJOURNMENT OF  
BUSINESS MEETING**

Respectfully submitted,  
Gina L. Downes  
District Clerk

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

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

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

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