

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

Discussion Meeting  
Tuesday, January 22, 2013

The Discussion Meeting of the Board of Education of the Pocantico Hills Central School District was held on Tuesday, January 22, 2013 at 8:05 p.m. in the school Library, Bedford Road, Sleepy Hollow, New York.

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

The Pledge of Allegiance was led by Vice President David Wilens. **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:** The following announcements were made by Superintendent Valencia Douglas: **BOARD/SUPERINTENDENT ANNOUNCEMENTS**

We will be training our teaching staff on Olweus beginning this week. On Thursday, January 24<sup>th</sup> we will train our 3<sup>rd</sup> through 4<sup>th</sup> grade teachers, along with the 5<sup>th</sup> – 8<sup>th</sup> grade special education staff and teacher aides, and on Friday, January 25<sup>th</sup> we will train our 5<sup>th</sup> – 8<sup>th</sup> grade staff, along with our 3<sup>rd</sup> and 4<sup>th</sup> grade special education staff and teacher aides. Training for the rest of the staff (clerical, monitors, bus drivers, etc.) will be held on Wednesday, January 30<sup>th</sup>.

The PTA will hold their next Family Recreation night on Friday, January 25<sup>th</sup>. More details to follow.

The 5<sup>th</sup> and 6<sup>th</sup> Grade team will host their annual Wicked Wax Museum on Tuesday, January 29<sup>th</sup> beginning at 8:45 in the Library.

Our next Board of Education meeting will be on Tuesday, February 12<sup>th</sup>.

Jump Rope for Heart will be held on Thursday, February 14<sup>th</sup>.

Winter Recess will be held from Monday, February 18<sup>th</sup> through Friday, February 22<sup>nd</sup>. The District will be closed on Monday, January 18<sup>th</sup> in observance of President's Day.

Our 8<sup>th</sup> grade students have chosen their high schools. Twenty-eight students will be attending Briarcliff, five students will be attending Pleasantville, seven students will be attending Sleepy Hollow and 2 students will be attending private schools.

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

**PERSONNEL**  
Merit Pay

BE IT RESOLVED, that the Board of Education, in accordance with Section 4(iii) of the Superintendent's Contract, hereby grants to Dr. Douglas a merit wage payment in the amount of \$9,000 for meeting the mutually agreed upon goals and objectives for the 2011-2012 school year, to be paid to the Superintendent as a non-elective direct employer contribution to the Superintendent's Section 403(b) tax sheltered annuity, with no cash option.

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

Resignation

Name: Lori Grieve  
Title: Bus Monitor  
Effective Date: January 18, 2013

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

Appointments

Name: Adriana MacGilvray  
Title: Substitute Teacher  
Term: January 23, 2013 – June 30, 2013  
Rate: \$90 per day

Name: Melissa Kruszewski  
Title: Substitute Teacher  
Term: January 23, 2013 – June 30, 2013  
Rate: \$90 per day

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: Steve Ochser  
Title: Interim Administrator (for the purposes of APPR)  
Term: January 23, 2013 – June 30, 2013  
Rate: \$325/4 hour day (\$81.25 per hour)  
FTE: .5

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

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

Name: Linda Ruotolo  
Title: Assistant Cook  
Term: January 23, 2013 – June 30, 2013  
Rate: \$32,350 (pro-rated)  
FTE: 1.0

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).

BE IT RESOLVED, that effective January 23, 2013 the Assistant Cook position is increased from a part time position (4 hours position) to a full time position (6 hour position) as stated above.

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

Name: Steve Aufiero  
Title: Pool Director  
Rate: \$20.00 per hour  
Term: January 23, 2013 – January 22, 2014

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: Sharon Rubeo  
Title: Camp Secretary  
Rate: \$17.61 per hour  
Term: December 13, 2012 – December 14, 2013

**Teacher Stipends:** On a motion by Trustee Joan Cusanelli and seconded by Trustee Emily Segal the Board of Education voted and approved the following teacher stipends by consent. The motion was unanimously passed (5-0). Teacher Stipends

Name: Sheila DePaola  
Title: Play Co-Director  
Rate: \$4,636  
Term: 2012-2013 school year

Name: Melissa Lupi  
Title: Play Co-Director  
Rate: \$4,636

Term: 2012-2013 school year

Name: Norma DeSousa

Title: Assistant Director/Costume Designer

Rate: \$3,229

Term: 2012-2013 school year

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

*Vidographer for School Functions:*

On December 4, 2012 the Board of Education approved the following  
appointment:

Name: Peter Rubeo

Title: DJ

Event Date: See Below

Rate: \$275/event

*The corrected appointment is as follows:*

Name: Peter Rubeo

Title: Videographer

Event Date: See Below

Rate: \$75/event

*Assistant Camp Director*

On January 8, 2013 the Board of Education approved the following  
appointment:

Name: Laura Hansen

Title: Assistant Camp Director

Rate: \$8,015

Term: December 13, 2012 – December 12, 2013

*The corrected appointment is as follows:*

Name: Laura Hansen

Title: Assistant Camp Director

Rate: \$8,155

Term: December 13, 2012 – December 12, 2013

Name: Sharon Rubeo

Title: Camp Secretary

Rate: \$17.61/hour

Term: December 13, 2012 – December 12, 2013

**Approval of Minutes:** President John Conrad motioned to approve the  
minutes of the January 8, 2013 Business Meeting. There was no second.  
Motion died at the table. Minutes will be brought back to the February 12,  
2013 Board of Education meeting.

**APPROVAL OF MINUTES**

**Financial Reports:** On a motion by Vice President David Wilens and seconded by Trustee Fred Rickles the Board of Education accepted the Financial Reports as noted below. The motion was unanimously passed (5-0).

## FINANCIAL REPORTS

Treasurer's Reports – November 2102, December 2012  
Disbursement Warrant – October 2012  
Claims Auditor Report – November 2012  
Budget Status Report – December 2012  
Revenue Status Report – December 2012

**Policy Review:** The Board of Education had a third reading on Policy #1500 – Public Use of School Facilities. The final version will be brought back to the February 12, 2013 Board of Education meeting for approval.

## OLD BUSINESS

Policy Review

**Committee on Special Education:** On a motion by Trustee Fred Rickles and seconded by Trustee Emily Segal the Board of Education voted and approved the following recommendation from the Committee on Special Education – Student ID #002006116. The motion was unanimously passed (5-0).

## NEW BUSINESS

Committee on Special Education

**Award of BAN:** On a motion by Vice President 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).

Award of BAN

BE IT RESOLVED THAT, the Board of Education award the sale of Bond Anticipation Notes for the purchase of two school buses approved by the community vote on May 15, 2012 in the amount of \$223,000 to JP Morgan Chase Band as follows:

Bank: JP Morgan Chase  
Principal Amount: \$223,000  
Interest Rate: 1.48%  
Maturity Date: One Year (1/28/14)

**Summer Day Camp Rates:** On a motion by Trustee Fred Rickles and seconded by Trustee Emily Segal the Board of Education voted and approved the following resolution. The motion was unanimously passed (5-0).

Summer Day Camp Dates

BE IT RESOLVED, that the Pocantico Hills Central School District Board of Education hereby approves the dates for the summer day camp program for 2013 as follows:

Begin: Monday, July 1, 2013  
End: Friday, August 9, 2013

No camp on Thursday, July 4 in observance of Independence Day.

**2013 Summer Camp Rates:** 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).

2013 Summer Camp Rates

BE IT RESOLVED, that the summer day camp rates for 2013 are approved

by the Pocantico Hills Central School District Board of Education as per attached.

**2013 Summer Camp Pre and Post Supervision Rates:** On a motion by Trustee Joan Cusanelli and seconded by Trustee Emily Segal the Board of Education voted and approved the following resolution as amended. The motion was unanimously passed (5-0).

2013 Summer Camp Pre and Post Supervision Rates

BE IT RESOLVED that the Pre and Post supervision season rate for the 2013 summer day camp rates are approved by the Pocantico Hills Central school District Board of Education as follows. The motion was unanimously passed (5-0).

<u>Time of Day</u>	<u>Rate</u>
Pre: 8:00 – 9:00 a.m.	\$160.00
Post: 3:00 – 5:30 p.m.	\$125.00
Pre and Post	\$250.00

1. Payment for supervision must be paid on or before the first day of summer camp.
2. No refunds or proration of fees.
3. No transportation will be provided.
4. Fee for Resident and Non-Resident are the same.
5. Campers can pay for a higher level of service, but cannot reduce the level of service for a refund.

**Facilities Review Committee Report 2012-2013:** On a motion by Vice President 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).

Facilities Review Committee Report 2012-2013

BE IT RESOLVED, that the Board of Education accept the attached report entitled “Pocantico Hills Central School District Facilities Review Committee Report.”

**Permit Renewal to Operate a Food Service Establishment:** On a motion by Trustee Fred Rickles and seconded by Vice President David Wilens the Board of Education voted and approved the following resolution. The motion was unanimously passed (5-0).

Permit Renewal to Operate a Food Service Establishment

BE IT RESOLVED that the Board of Education of the Pocantico Hills Central School District with offices at 599 Bedford Road, Sleepy Hollow, NY 10591, hereby authorizes Assistant Superintendent Jay Scotto-Friedman to execute and deliver to the Westchester County Depart of Health, for an on behalf of the said school district, an application for a permit to operate a food service establishment, to execute and deliver any and all additional documents which may be appropriate or desirable in connection therewith.

**Tax Certiorari Refunds:** 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).

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>	<b>Address/Description</b>	<b>Year(s)</b>
<b>503 Sprain Brook Co. LLC</b>	<b>503 Grasslands Road Tax ID: 7.80-8-4</b>	<b>2007-2011</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:

<b>Year</b>	<b>Original AV</b>	<b>Reduced AV</b>	<b>AV Reduction</b>
2007	203,765	141,100	62,665
2008	203,765	142,100	61,665
2009	203,765	129,800	73,965
2010	203,765	142,400	61,365
2011	203,765	141,500	62,265

The refund of School District taxes will amount to \$87,015.74±

**Discussion/Planning for Future Meetings:** The next Board of Education meeting will be held on Tuesday, February 12, 2013. The Board President requested a discussion on the awards ceremonies. There will be a Black History Month Celebration during the February 26<sup>th</sup> Board of Education meetings. Mr. Brown will be presenting on February 26<sup>th</sup> on SLO’s (Student Learning Objectives). The budget will be presented beginning on Tuesday, February 26<sup>th</sup>.

**DISCUSSION/PLANNING FOR FUTURE MEETINGS**

**Adjournment of Business Meeting:** On a motion by Trustee Fred Rickles and seconded by President John Conrad the Board of Education moved into Executive Session for the purposes of personnel related to the budget at 11:00 p.m. The motion was unanimously passed (5-0).

**ADJOURNMENT INTO  
EXECUTIVE SESSION**

**Adjournment of Executive Session and Discussion Meeting:** There being no further business, on a motion by Trustee Emily Segal and seconded by Trustee Fred Rickles the Board of Education adjourned the Executive Session and Discussion Meeting at 11:35 p.m. The motion was unanimously passed (5-0).

**ADJOURNMENT OF  
EXECUTIVE SESSION AND  
DISUCSSION MEETING**

Respectfully submitted,  
Gina L. Downes  
District Clerk

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

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

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

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



## Proposed Fees and Dates for the 2013 Summer Camp

### DATES: July 1 to August 9

No Camp on Thursday, July 4

#### District Resident (Employee)

_____	\$890	1 <sup>st</sup> child	6 Week Program	July 1-August 9
_____	\$825	2 <sup>nd</sup> child		
_____	\$725	Each additional child		
_____	\$395	Reduced Students		
_____	\$835	1 <sup>st</sup> child	5 Week Program	July 1-August 2
_____	\$774	2 <sup>nd</sup> child		July 8-August 9
_____	\$685	Each additional child		
_____	\$350	Reduced Students		
_____	\$685	1 <sup>st</sup> child	4 Week Program	July 1-July 26; July 8 -August 2;
_____	\$635	2 <sup>nd</sup> child		July 15-August 9
_____	\$558	Each additional child		
_____	\$300	Reduced Students		
_____	\$535	1 <sup>st</sup> child	3 Week Program	July 1-July 19; July 8-July 26;
_____	\$495	2 <sup>nd</sup> child		July 15-August 2; July 22-August 9
_____	\$410	Each additional child		
_____	\$240	Reduced Student		
_____	\$ 445	Each child	2 Week Program	July 1-July 12; July 8-July 19;
				July 15-July 26; July 22-August 2
				July 29-August 9

#### Grandchild of Resident

_____	\$1,200	Each child	6 Week Program	July 1-August 9
_____	\$1,126	Each child	5 Week Program	July 1-August 2; July 8-August 9
_____	\$923	Each child	4 Week Program	July 1-July 26; July 8- August 2;
				July 15- August 9
_____	\$720	Each child	3 Week Program	July 1 -July 19; July 8 -July 26;
				July 15-August 2; July 22-August 9
_____	\$600	Each child	2 Week Program	July 1-July 12; July 8-July 19;
				July 15- July 26; July 22-Aug 2;
				July 29-Aug 9

## Non-Residents-

_____	\$2,345	1 <sup>st</sup> child	6 Week Program	July 1-August 9
_____	\$2,175	2 <sup>nd</sup> child		
_____	\$320	Each additional child		
_____	\$2,300	1 <sup>st</sup> child	5 Week Program	July 1-August 2; July 8-August 9
_____	\$2,133	2 <sup>nd</sup> child		
_____	\$320	Each additional child		
_____	\$2,100	1 <sup>st</sup> child	4 Week Program	July 1-July 26; July 8- August 2;
_____	\$1,947	2 <sup>nd</sup> child		July 15- August 9
_____	\$320	Each additional child		
_____	\$1,500	1 <sup>st</sup> child	3 Week Program	July 1 –July 19; July 8 –July 26;
_____	\$1,391	2 <sup>nd</sup> child		July 15-August 2; July 22-August 9
_____	\$320	Each additional child		
_____	\$1,266	1 <sup>st</sup> child	2 Week Program	July 1-July 12; July 8-July 19;
				July 15- July 26; July 22-Aug 2;
				July 29-Aug 9

## Activity Fees

_____	\$50	4yrs olds, Pre-K, K 1 <sup>st</sup> and 2 <sup>nd</sup> Grades
_____	\$100	3 <sup>rd</sup>
_____	\$140	4 <sup>th</sup> and 5 <sup>th</sup> Grades
_____	\$175	6 <sup>th</sup> Grade

\_\_\_\_\_ Teens Program – Fees will be col Our 8<sup>th</sup> grade students have chosen their high schools. Twenty-eight students will be attending Briarcliff, five students will be attending Pleasantville, seven students will be attending Sleepy Hollow and 2 students will be attending private schools.

lected throughout camp

## Pre/Post Camp Care:

Pre: 8:00-9:00 am - \$160.00

Post : 3:00 – 5:30 pm – \$125.00

Pre & Post : \$250.00

To be eligible for the scholarship rates listed above the resident student must be eligible to receive the applicable Free or Reduced priced lunch, as approved in the prior school year.

## **Registration Payment**

Register in: Feb 50% due  
March 10%  
April 10%  
May 10%  
June 20%

Register in March 50% due  
April 10%  
May 20%  
June 20%

Register in April 50% due  
May 20%  
June 30%

Register in May 50% due  
June 50%

### Late Registration (After May 3, 2013)

50% Non-refundable deposit required by May 3, 2013 to avoid late registration penalty, and remaining balance due within 30 days to continue to avoid late fee penalty.