

MOUNT PLEASANT COTTAGE SCHOOL, UNION FREE SCHOOL DISTRICT
PLEASANTVILLE, NEW YORK 10570

July 7, 2014

The Annual Reorganization Meeting of the Board of Education of the Mount Pleasant Cottage School Union Free School District was called to order at 7:35 P.M. by Mrs. Rita M. Golden.

Roll Call:

Present: Mrs. Golden, Mr. Carter, Mrs. Irwin,
Mrs. Stein, Mr. Gelfman

Absent: Mrs. Levene, Mrs. Mann, Mr. Altman

Also
Present: Mr. Gaudette, Mr. Callahan, Ms. Leamon, Ms. Baron,
Ms. Sanchirico

Re-Appointment
Terms of Office of
Board of Education
Members:

- ◆ Mrs. Irwin moved that the Board of Education of the Mount Pleasant Cottage School Union Free School District re-elect Mr. Peter Gelfman, Mrs. Andrea Stein and Mr. Richard Altman for three (3) year terms, effective 7/1/14 through 6/30/17. (Oath of Office to be taken).

Seconded: Mr. Carter

Approved
Vote: 5-0

Election
of Board
Officers:

- ◆ Mrs. Irwin moved that Mrs. Rita Golden be nominated as President of the Board of Education.

Seconded: Mr. Gelfman

Approved
Vote: 5-0

- ◆ Mr. Gelfman moved that Mrs. Barbara Mann be nominated as Vice-President of the Board of Education.

Seconded: Mr. Carter

Approved
Vote: 5-0

The Oath of Office will be taken at a later date.

The following items were voted on as a consent agenda:

Appointment
of District
Officers:

Mrs. Stein moved that

- ◆ the Board of Education re-appoints Ms. Marcella Freimark to the position of District Clerk, effective 7/1/14 through 6/30/2015.

- ◆ the Board of Education appoints Ms. Sandra Shymonowicz to the position of Treasurer, effective 7/1/2014 through 6/30/2015.
- ◆ the Board of Education appoints Ms. Andrea Aitken to the position of Claims Auditor effective 7/1/14 through 6/30/15 at a rate of \$38.35 per hour.

The Oaths of Office will be taken at a later date.

Seconded: Mr. Carter

Approved
Vote: 5-0

Other Appointments:

Mrs. Irwin moved that

- ◆ the Board of Education accept Mr. Stephen Beovich's resignation as a Business Education Teacher for the purpose of being appointed to a 3-year probationary position as the Director of Operations at a salary of \$124,000 effective 9/1/14.
- ◆ the Board of Education appoints Mr. Walter Callahan, Chief Financial Officer, as Certifier of Payroll, (alternate: Superintendent of Schools) effective 7/1/2013 through 10/3/2014 and Mr. Stephen Beovich, Director of Operations as Certifier of Payroll (alternate: Superintendent of Schools) effective 10/6/14-6/30/15.
- ◆ the Board of Education appoints James Gaudette as Dignity Act Coordinator, Section 504, Title II, Title VI, Title VII, and Title IX Compliance Officer, (alternates: Chief Financial Officer through 10/3/14 & Director of Operations through 6/30/15) effective 7/1/2014 through 6/30/2015.
- ◆ the Board of Education appoints Monica Baron as Title IX Officer effective 7/1/2014 through 6/30/2015.
- ◆ the Board of Education appoints Mr. Walter Callahan, Chief Financial Officer, as Records Management Officer, effective 7/1/2014 through 10/3/2015 and Mr. Stephen Beovich, Director of Operations, as Records Management Officer, effective 10/6/14-6/30/15.
- ◆ the Board of Education appoints Mr. James Gaudette, Superintendent to approve Special Aid Applications, effective 7/1/2014 through 6/30/2015.
- ◆ the Board of Education appoints Mr. James Gaudette, Superintendent, to approve Budget Transfers subject to final approval by Board of Education, effective 7/1/2014 through 6/30/2015.

Seconded: Mr. Gelfman

Approved
Vote: 5-0

Other Business:

Mr. Gelfman moved that

- ◆ the Board of Education authorizes the law firm of Shaw, Perelson, May & Lambert LLP, 21 Van Wagner Road, Poughkeepsie, New York 12603, to serve as legal counsel to render legal services at the hourly rate of \$190.00 effective 7/1/14-6/30/15.

- ◆ the Board of Education appoints Mrs. Hope W. Levene, Mrs. Andrea A. Stein, Mr. Marc Carter and Mrs. Barbara B. Mann as members of the CSE Subcommittee effective 7/1/14-6/30/15.
- ◆ the Board of Education appoints Mr. Peter Gelfman, Mrs. Rita Golden, Mrs. Jacqueline Irwin and Mr. Richard Altman as members of the Finance Subcommittee effective 7/1/14-6/30/15.
- ◆ the Board of Education appoints Mr. Peter Gelfman, Mrs. Rita Golden, Mrs. Jacqueline Irwin and Mr. Richard Altman as members of the Audit Subcommittee effective 7/1/14-6/30/15.
- ◆ the Board of Education authorizes the firm of O'Connor Davies LLP to serve as the District Auditors for a 5-year term from 2013-2014, 2014-2015, 2015-2016, 2016-2017, and 2017-2018.

Mrs. Irwin wanted to point out that the reason for the selection of the above firm is we are changing leadership in the Business Office and O'Connor Davies LLP has experience with Special Act School Districts and has been our firm for the past 5 years.

Seconded: Mrs. Stein

Approved

Vote: 5-0

Designations:

Mr. Gelfman moved that

- ◆ the J.P. Morgan Chase Manhattan Bank, Thornwood, New York, TD Bank, Thornwood, New York and the Hudson Valley Bank, Yonkers, New York be designated as depositories for District funds, and the Treasurer is designated as the single signer up to ten thousand dollars (\$10,000.00). Above ten thousand dollars (\$10,000.00) requires two original signatures.

Authorized co-signers are Walter Callahan, Chief Financial Officer (7/1/14-10/3/14), Stephen Beovich, Director of Operations (10/6/14-6/30/15), President of the Board of Education, Vice-President of the Board of Education and Mr. James Gaudette, Superintendent. Further, the use of a check signature machine with the Treasurer's signature be approved.

- ◆ the J.P. Morgan Chase Bank be designated as a depository for the District's extra curricular funds.
- ◆ THE JOURNAL NEWS, Northern Westchester Edition, be designated as the official newspaper of this District, effective 7/1/14-6/30/15.

Seconded: Mr. Carter

Approved

Vote: 5-0

Authorizations:

Mrs. Irwin moved that

- ◆ a petty cash fund in the amount of two hundred (\$200.00) be continued in the District Office. Walter Callahan, Chief Financial Officer is the person responsible 7/1/14-10/3/14 and Stephen Beovich effective 10/6/14-6/30/15.

- ◆ Mr. James Gaudette, Superintendent, is authorized to approve expenses for out-of-district travel assignments of school personnel and to travel on official business for the School District.
- ◆ the Board President is authorized to approve expenses for out-of-district travel for official business for Mr. James Gaudette, Superintendent and in the absence of the President, the Vice-President will authorize expenses.
- ◆ Mr. James Gaudette, Superintendent, is authorized to approve the attendance of staff to conferences within the budget.
- ◆ Walter M. Callahan, Chief Financial Officer (7/1/14-10/3/14) & Stephen Beovich (10/6/14-6/30/15) shall be:
 1. appointed School Purchasing Agent with purchasing authority within legal limits;
 2. authorized to enter into cooperative bidding agreements with other school districts;
 3. authorized to submit bid notices to newspapers;
 4. authorized to open bids (alternatives: Superintendent of Schools, or the Business Office Account Clerk);
 5. authorized to invest funds at his discretion as permitted by law and approved by the Board of Education;
 6. authorized to issue payments for contractual obligations and recurring expenditures;
 7. authorized to approve the non-school use of school facilities subject to guidelines established by the Board of Education;
 8. authorized to issue Revenue Anticipation Notes to meet the District's obligations until tuition money is received, the total not to exceed the amount as established by the Board of Education in separate resolution.

Seconded: Mrs. Stein

Approved

Vote: 5-0

Other Items:

Mr. Gelfman moved that

- ◆ the Chief Financial Officer bond in the amount of \$250,000 be approved as to form and sufficiency. Also, that the Treasurer and Claims Auditor bond in the amount of \$250,000 be approved as to form and sufficiency.
- ◆ the current IRS reimbursement mileage rate be adopted for approved school use of non-school automobiles for the 2014/2015 school year.
- ◆ the following be approved as members of the Mount Pleasant Cottage School Union Free School District's Committee on Special Education, effective July 1, 2014, until the Reorganization Meeting in 2015:
 - Principals
 - IEP/Testing Coordinator
 - Sub CSE Chairpersons – Student's assigned Counselor
 - Psychologist
 - Special Education Teacher of Student
 - Social Worker of Student
 - Parent of Student.

Seconded: Mr. Carter

Approved
Vote: 5-0

Proposed Executive
Session:

Mr. Irwin moved that the Board of Education adjourn to Executive Session to discuss the employment history of particular persons at 7:45 p.m.

Seconded: Mr. Carter

Approved
Vote: 5-0

Reconvene to
Public Session:

Mr. Carter moved that the Board of Education reconvene to Public Session at 8:32 p.m.

Seconded: Mrs. Stein

Approved
Vote: 5-0

Correspondence:

Mr. Gaudette shared with the board members:

- ◆ Copy of Edenwald End of Year Ceremony
- ◆ Copy of Andrea Aitken's Claim Audit for 5/6/14-5/23/14
- ◆ Copy of Southern Westchester BOCES Letter
- ◆ Copy of Legislative Information Report

Approval of
Minutes:

- ◆ Mrs. Irwin moved that the minutes of the regularly scheduled Board of Education meeting of June 16, 2014 be accepted as presented.

Seconded: Mr. Carter

Approved
Vote: 5-0

Business Matters:

Mr. Gelfman moved that

- ◆ the Treasurer's Report-General Fund Checking, Trust and Agency Account and Federal Fund Checking Account for the period May 1, 2014 through May 31, 2014 be accepted.
- ◆ the check runs for May 1, 2014 through May 31, 2014 be accepted as recommended by the subcommittee from:

May - 47520 - 47576 - \$813,631.08.

- ◆ the Board of Education approves the following budget transfers for the 2013-2014 school year:

DATE	ACCOUNT	ACCOUNT DESCRIPTION	FROM	TO
6/13/2014	A 9045.800-00-0000	Life Insurance	\$2,000.00	\$0.00
6/13/2014	A 2110.408-00-0000	Leasing	\$0.00	\$2,000.00
6/13/2014	A 2110.161-00-1000	Teacher Aides-MPCS	\$7,475.00	\$0.00
6/13/2014	A 2110.161-00-1300	Teacher aides-Eden	\$5,000.00	\$0.00
6/13/2014	A 1010.490-00-0000	BOCES-Clearing House	\$0.00	\$2,500.00
6/13/2014	A 2020.490-00-0000	BOCES- Curriculum Dev & Supv	\$0.00	\$8,350.00
6/13/2014	A 2070.490-00-0000	BOCES-In service Training	\$0.00	\$1,625.00
6/13/2014	A 2822.150-00-0000	Teacher-Speech	\$5,000.00	\$0.00
6/13/2014	A 2630.200-00-0000	Equipment-IT	\$0.00	\$5,000.00
6/13/2014	A 2020.450-00-0000	Supervision-Matl & Supplies	\$250.00	\$0.00
6/13/2014	A 2020.406-00-0000	Supervision-Miscellaneous	\$0.00	\$250.00
6/13/2014	A 2110.451-01-3700	Assemblies-MPCS	\$150.00	\$0.00
6/13/2014	A 2110.451-01-4500	Graduation-MPCS	\$0.00	\$150.00
6/24/2014	A 2110.121-00-0000	Teaching assistant-MPCS	\$4,200.00	\$0.00
6/24/2014	A 2020.406-00-0000	Supervision-Miscellaneous	\$0.00	\$4,200.00
6/24/2014	A 2110.200-00-1300	Equipment-Eden	\$100.00	\$0.00
6/24/2014	A 2110.200-00-2100	Equipment-High school	\$0.00	\$100.00
6/24/2014	A 2822.150-00-0000	Teacher-Speech	\$21,000.00	\$0.00
6/24/2014	A 2822.442-00-0000	Related Services-OT support	\$0.00	\$21,000.00
6/24/2014	A 1310.200-00-0000	Equipment-Finance	\$300.00	\$0.00
6/24/2014	A 1310.450-00-0000	Supplies-Finance	\$0.00	\$300.00
6/24/2014	A 2815.160-00-0000	School Nurse-Salary	\$2,000.00	\$0.00
6/24/2014	A 2815.400-00-0000	School Nurse-Contract	\$0.00	\$2,000.00
6/24/2014	A 2822.150-00-0000	Teacher-Speech	\$4,600.00	\$0.00
6/24/2014	A 2110.451-01-1300	Instructional supplies-Eden	\$0.00	\$4,600.00
6/25/2014	A 2822.150-00-0000	Teacher-Speech	\$17,300.00	\$0.00
6/25/2014	A 9040.800-00-0000	Workers Comp	\$7,700.00	\$0.00
6/25/2014	A 9030.800-00-0000	FICA	\$0.00	\$25,000.00
6/30/2014	A 9040.800-00-0000	Workers Comp	\$4,200.00	\$0.00
6/30/2014	A 2110.451-00-1010	Student Evaluation	\$0.00	\$1,000.00
6/30/2014	A 2815.400-00-0000	Nursing-contract	\$0.00	\$400.00
6/30/2014	A 2110.451-01-1300	Instructional supplies-Eden	\$0.00	\$2,700.00
6/30/2014	A 2110.451-00-1540	Physical Education-MPCS	\$0.00	\$100.00
GRAND TOTAL			\$81,275.00	\$81,275.00.

◆ the Board of Education hereby authorizes the Board President, or the Board Vice-President in the Board President's absence, to issue a Revenue Anticipation Note, in the amount of up to and including \$1,400,000.00 in anticipation of revenues to be received in the form of billed tuition for child placements in the Mount Pleasant Cottage School Union Free School District from various counties and school districts of the State of New York during the fiscal year of said School District commencing July 1, 2014, and renewals thereof, if necessary.

The note shall be issued on or about July 1, 2014 for a period of one year.

Said note shall be sold privately to a bank to be determined, at the prevailing interest rate, where it shall be redeemed upon maturity, which date shall not extend beyond the close of the applicable period provided in the Local Finance Law for the maturity of such notes.

All other matters, except as provided herein, related to such note, shall be determined by the Board President or the Board Vice-President in the Board President's absence, including the power to designate such note as a "qualified tax exempt obligation" pursuant to the provisions of Section 265(b) (3) of the Internal Revenue Code of 1986.

◆ the Board of Education casts one vote; one for George Riedel, to serve as a Trustee on the Southern Westchester Board of Cooperative Educational Services for the time period of July 1, 2014 through June 30, 2017.

Seconded: Mr. Carter

Approved
Vote: 5-0

◆ Mr. Carter moved that the Board of Education adopts the following policy effective 7/7/14:

1. #7670 Due Process Complaints; Selection and Board Appointment of Impartial Hearing Officers

Seconded: Mrs. Stein

Approved
Vote: 5-0

2. First Reading

1. #6111 Testing Misconduct and Mandatory Reporting Requirements

◆ Mrs. Stein moved that the Board of Education revises and adopts Policy 7530.

Seconded: Mrs. Irwin

Approved
Vote: 5-0

Mr. Callahan gave a budget update for 2013-2014.

◆ Mrs. Stein moved that the Board of Education approve the 2013-2014 General Fund appropriation and expenditure budget be increased by \$526,841 to a revised amount of \$16,619,615 for the purposes of rate maintenance due to increase in actual care days delivered in 2013-2014 fiscal year.

Seconded: Mr. Carter

Approved
Vote: 5-0

Student enrollment for the month of June was not discussed.

Superintendent's
Report:

◆ Mr. Gaudette discussed the Regents Exam Results.

Mrs. Irwin moved that

◆ the Board of Education approve the 2014-2015 Mount Pleasant Cottage School Union Free School District's Organizational Chart.

◆ the Board of Education approves the amended Student Handbook to include the following policies: 7240 Student Records: Access and Challenge, 7315 Student Use of Computerized Information Resources (Acceptable Use Policy) and 7316 Technology Acceptable Use Policy for Students.

Seconded: Mr. Gelfman

Approved
Vote: 5-0

Personnel Matters:

Mrs. Stein moved that

- ◆ the Board of Education approve the Memorandum of Agreement between the Mount Pleasant Cottage School Union Free School District and the Mount Pleasant Cottage School Administrators' and Supervisors' Association.
- ◆ the Board of Education creates one 1.0 FTE Health Occupation teaching position effective 7/1/14
- ◆ the Board of Education appoints the following current/new personnel for the 2014-2015 Summer School Program:

Name	Title	Salary	Effective Date
1. Nicole Aquilino	School Psychologist	\$170.00 per day	7/7/14-8/15/14
2. Christina Bizzarro	Teacher	\$170.00 per day	7/7/14-8/15/14
3. Linda Cohen	Teacher	\$170.00 per day	7/7/14-8/15/14
4. Krystina Jimenez	School Psychologist	\$170.00 per day	7/7/14-8/15/14
5. Enis Lugo	Teacher Aide	\$14.50 per hour	7/7/14-8/15/14
6. Judy Sugar	Teacher	\$170.00 per day	7/7/14-8/15/14
7. Delia Garrity	Teaching Assistant	\$110.00 per day	7/1/14
8. Hollie Smith	Teacher	\$170.00 per day	7/7/14-8/15/14
9. Carla Ward	Teacher	\$170.00 per day	7/7/14-8/15/14.

- ◆ the Board of Education appoints Mr. Edwin Dow to a 3-year probationary position as a Business Education Teacher at a salary of \$64,252 BA40-MA/2 effective 9/2/14.
- ◆ the Board of Education appoints Ms. MaryJo Moran to the position of Office Assistant (Auto Systems) subject to Civil Service Rules and Regulations at a salary of \$35,000 effective 6/30/14. This position requires a minimum 12-week to 52-week maximum probationary period.
- ◆ the Board of Education appoints Cynthia Calidonna to the position of Health Occupation Teacher effective 7/1/14 accruing seniority in Special Education.
- ◆ the Board of Education of the Mount Pleasant Cottage Union Free 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 time keeping system maintained in the District Office.

Title	Name	Social Security Number (Last 4 Digits)	Registration Number	Standard Work Day (Hrs/Day)	Term Begins/Ends	Participates In Employer's Time Keeping System (Yes/No)	Days/Month (Based on record of Activities)
APPOINTED OFFICIALS							
District Clerk	Marcella Freimark	XXXX	XXXXXXXX	7	07/01/14-06/30/15	Yes	N/A.
District Treasurer	Sandra Shymonowicz	XXXX	XXXXXXXX	7	07/01/14-06/30/15	Yes	N/A.

- ◆ the Board of Education approves the 2013-2014 adjusted salaries for Terms and Conditions:

Name	Position	2013-2014 Adjusted Salary
Marci Freimark	Secretary to Chief School Officer	\$78,251.34
Marci Freimark	District Clerk	\$7,086.96
Sandra Shymonowicz	Account Clerk Typist	\$62,510.70
Sandra Shymonowicz	District Treasurer	\$9,348.30
Virginia Johnson	Audio Visual Assistant	\$82,068.18
Kristian Washington	School Monitor	\$36,267.12
Terry Strothers	School Monitor	\$30,600.00
Anthony Anderson	School Monitor	\$27,706.26

Marlon Green	School Monitor	\$43,444.86
Ainsworth Hayles	School Monitor	\$35,010.48
Joseph Mott	School Monitor	\$42,513.60
Stephen Lester	School Monitor	\$31,603.68
Lester Morgan	School Monitor	\$34,682.04
Jomo Willoughby	School Monitor	\$43,444.86
Tivon Smith	School Monitor	\$30,076.74
Zea Mott	School Monitor	\$30,610.20
Derrick Green	School Monitor	\$28,774.20.

- ◆ the Board of Education approves new hourly rates for Teacher Aides effective 7/1/14:

Glenda Richards	\$26.98
Kim Coleman	\$24.86
Lawrence Ford	\$21.15
Tonya Lee	\$18.50
Gail Scott	\$18.50
Janet Lawson	\$16.38
Caitlin Perrotta	\$15.32
Ambar Perez	\$15.32
Perzza Gonzalez	\$15.32
Wendy Brown (1:1)	\$15.32
Christopher Meadows	\$15.32
Jessica Clarke	\$14.26
Nicole Love	\$14.26
Celestine McGhee	\$28.05
Maurice Carter	\$24.86
Victor Logan (1:1)	\$23.80
Sue Williams	\$23.80
Jose Cuesta	\$18.50
Melinda Harris	\$17.44
Mildred Quinones	\$17.44
John Willis	\$17.44
Karen Austin	\$17.44
Sharon Harris	\$17.44
Patrick Sullivan	\$15.32
Kevin Smith	\$15.32
Lloyd Richard	\$15.32
Kenneth Parker	\$14.26
Terry Mason	\$14.26
Robbin Robinson	\$14.26.

- ◆ the Board of Education amends its May 28, 2014 resolution suspending employee #238.

BE it further resolved that employee #238 is placed on an administrative leave with pay retroactive to May 22, 2014 during the pendency of the employee's NYS Education Law section 913 examination and continuing until such time as the District receives a report and or determination concerning said employee's fitness for duty.

- ◆ the Board of Education accepts the resignation of Mr. Walter Callahan for the purpose of retiring in to the New York State Teachers' Retirement System effective close of business October 3, 2014.

- ◆ the Board of Education approves a leave of absence for Christopher Meadows, Teacher Aide from 6/27/14-4/30/15.

- ◆ the Board of Education terminates Ms. Denise Siritotis, School Nurse effective close of business 6/27/14.

Seconded: Mr. Carter

Approved

Vote: 5-0

Committee on
Special Education:

- ◆ Mrs. Irwin moved that the recommendations of the Mount Pleasant Cottage School Union Free School District's Committee on Special Education be approved as recommended by the subcommittee.

Seconded: Mr. Carter

Approved
Vote: 5-0

Public Comment:

None

Meeting Notification:

The next Regular Public Meeting of the Board of Education will be held on Monday, September 22, 2014 at 7:30 P.M. in the library.

Adjournment:

- ◆ Mrs. Irwin moved that the Board of Education adjourn the Annual Reorganization meeting at 9:15 P.M.

Seconded: Mrs. Stein

Approved
Vote: 5-0

Respectfully submitted,

Marcella Freimark
District Clerk

MF