

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

July 8, 2013

The Annual Reorganization Meeting of the Board of Education of the Mount Pleasant Cottage School Union Free School District was called to order at 7:33 P.M. by Mrs. Rita M. Golden.

Roll Call:

Present: Mrs. Golden, Mrs. Levene, Mrs. Irwin,
Mrs. Stein, Mr. Altman

Absent: Mrs. Mann, Mr. Gelfman, Mr. Carter

Also
Present: Mr. Gaudette, Ms. Leamon, Ms. Baron,
Ms. Sanchirico, Ms. Benjamin, Mr. Voltaggio,
Ms. McGrane, Ms. Calidonna

Executive Session:

- ◆ Mr. Altman moved that the Board adjourn to Executive Session to discuss the employment history of particular persons at 7:33 P.M.

Seconded: Mrs. Levene

Approved
Vote: 5-0

Reconvene to Public
Session:

- ◆ Mr. Altman moved that the Board of Education reconvene to public session at 8:00 P.M.

Seconded: Mrs. Levene

Approved
Vote: 5-0

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

- ◆ Mrs. Stein moved that the Board of Education of the Mount Pleasant Cottage School Union Free School District re-elect Mrs. Rita Golden, Mrs. Barbara Mann, and Mrs. Hope Levene for three (3) year terms, effective 7/1/13 through 6/30/16.

Seconded: Mr. Altman

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: Mrs. Stein

Approved
Vote: 5-0

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

Seconded: Mr. Altman

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. Levene moved that

- ◆ the Board of Education re-appoints Ms. Marcella Freimark to the position of District Clerk, effective 7/1/13 through 6/30/2014.
- ◆ the Board of Education appoints Ms. Sandra Shymonowicz to the position of Treasurer, effective 7/1/2013 through 6/30/2014.
- ◆ the Board of Education appoints Ms. Andrea Aitken to the position of Claims Auditor effective 7/1/13 through 6/30/14 at a rate of \$38.35 per hour.

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

Seconded: Mrs. Irwin

Approved
Vote: 5-0

Other Appointments:

Mrs. Stein moved that

- ◆ the Board of Education appoints Mr. Walter Callahan, Chief Financial Officer, as Certifier of Payroll, (alternate: Superintendent of Schools) effective 7/1/2013 through 6/30/2014.
- ◆ the Board of Education appoints James Gaudette as Dignity Act Coordinator, Section 504, Title II, Title VI, Title VII, and Title IX Compliance Officer, (alternate: Chief Financial Officer) effective 7/1/2013 through 6/30/2014.
- ◆ the Board of Education appoints Monica Baron as Title IX Officer effective 7/1/2013 through 6/30/2014.
- ◆ the Board of Education appoints Mr. Walter Callahan, Chief Financial Officer, as Records Management Officer, effective 7/1/2013 through 6/30/2014.
- ◆ the Board of Education appoints Mr. James Gaudette, Superintendent to approve Special Aid Applications, effective 7/1/2013 through 6/30/2014.
- ◆ the Board of Education appoints Mr. James Gaudette, Superintendent, to approve Budget Transfers subject to final approval by Board of Education, effective 7/1/2013 through 6/30/2014.

Seconded: Mrs. Levene

Approved
Vote: 5-0

Other Business:

Mrs. Irwin 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 7/1/13-6/30/14.
- ◆ 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.
- ◆ the Board of Education appoints Mr. Peter Gelfman, Mrs. Rita Golden, Mrs. Jacqueline Irwin and Mr. Richard Altman as members of the Finance Subcommittee.
- ◆ the Board of Education appoints Mr. Peter Gelfman, Mrs. Rita Golden, Mrs. Jacqueline Irwin and Mr. Richard Altman as members of the Audit Subcommittee.

Seconded: Mrs. Levene

Approved

Vote: 5-0

Designations:

Mrs. Stein 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, 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 7/1/13-6/30/14.

Seconded: Mr. Altman

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.
- ◆ 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 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. Levene

Approved

Vote: 5-0

Other Items:

Mrs. Irwin 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 2013/2014 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, 2013, until the Reorganization Meeting in 2014:

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: Mrs. Stein

Approved

Vote: 5-0

Correspondence:

Mr. Gaudette shared with the board members:

- ◆ Copy of MPCD Graduation Flyer
- ◆ Copy of Letter from the State Education Department
- ◆ Copy of Andrea Aitken's Claim Audit for 5/1/13-5/29/13
- ◆ Copy of Certificates of Attendance
- ◆ Copy of Award Notice for 2013-2014 Continuing 1003(g) School Improvement Grant (SIG)

Approval of Minutes:

- ◆ Mrs. Irwin moved that the minutes of the regularly scheduled Board of Education meeting of June 10, 2013 be accepted as presented.

Seconded: Mrs. Stein

Approved

Vote: 5-0

Business Matters:

Mrs. Levene moved that

- ◆ the Treasurer's Report-General Fund Checking, Trust and Agency Account and Federal Fund Checking Account for the period May 1, 2013 through May 31, 2013 be accepted.
- ◆ the check runs for May 1, 2013 through May 31, 2013 be accepted as recommended by the subcommittee from:

May - 46542 - 46598 - \$769,035.56

- ◆ the Board of Education approves the following budget transfers for the 2012-2013 school year:

DATE	ACCOUNT	ACCOUNT DESCRIPTION	FROM	TO
6/7/2013	A 9089.802-00-0000	Vacation buyout	\$7,000.00	\$0.00
6/7/2013	A 9060.800-00-0000	Health Insurance	\$0.00	\$7,000.00
6/7/2013	A 2110.451-00-1010	Instr. Supplies-Student Evals	\$500.00	\$0.00
6/7/2013	A 2110.451-00-1800	Instr. Supplies-Culinary	\$0.00	\$500.00
6/7/2013	A 1310.407-00-0000	Maint-Equipment	\$100.00	\$0.00
6/7/2013	A 1310.450-00-0000	Maint-Supplies	\$0.00	\$100.00
6/7/2013	A 2110.120-00-0000	Teacher Salaries-MPCS	\$24,791.00	\$0.00
6/7/2013	A 2110.135-00-0000	Teacher Turnover Prevention	\$0.00	\$24,791.00
6/7/2013	A 1620.421-00-0000	Fuel	\$2,800.00	\$0.00
6/7/2013	A 2110.200-00-1000	MPCS-Equipment	\$0.00	\$2,800.00
6/11/2013	A 2630.200-00-0000	Computer assisted training-Equipment	\$4,000.00	\$0.00
6/11/2013	A 2630.460-00-0000	School software	\$0.00	\$4,000.00
6/12/2013	A 2020.150-00-0000	Salaries-School supervision	\$60,000.00	\$0.00
6/12/2013	A 1620.440-00-0000	Buildings-Repairs	\$0.00	\$60,000.00
6/13/2013	A 5510.412-00-0000	Transportation-bus repairs	\$650.00	\$0.00
6/13/2013	A 5510.450-00-0000	Gasoline	\$0.00	\$650.00
6/13/2013	A 1310.403-00-0000	Dues-Travel	\$200.00	\$0.00
6/13/2013	A 1310.406-00-0000	Miscellaneous	\$0.00	\$200.00
6/13/2013	A 2110.408-00-0000	Leasing	\$2,000.00	\$0.00
6/13/2013	A 2110.450-00-1300	Central Supply-Edenwald	\$0.00	\$500.00
6/13/2013	A 2110.451-01-4300	Behavior Mgmt-Edenwald	\$0.00	\$1,500.00
6/19/2013	A 2110.451-00-1540	Instr Supplies-MPCS-PE	\$100.00	\$0.00
6/19/2013	A 2110.451-01-1500	Instr Supplies-EDEN-PE	\$0.00	\$100.00
6/24/2013	A 2110.120-00-0000	Teacher Salaries-MPCS	\$121,500.00	\$0.00

6/24/2013	A 2110.200-00-1000	Equipment-MPCS	\$0.00	\$15,500.00
6/24/2013	A 2110.480-00-1000	Textbooks-MPCS	\$0.00	\$106,000.00
6/25/2013	A 2020.490-00-0000	Curriculum Dev & Instruction-BOCES	\$17,167.05	\$0.00
6/25/2013	A 1670.490-00-0000	Central Services-BOCES	\$0.00	\$6,233.25
6/25/2013	A 2630.490-00-0000	Technology Services-BOCES	\$0.00	\$10,933.80
Grand Total			\$240,808.05	\$240,808.05.

◆ 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 \$1,500,000.00 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, 2013, and renewals thereof, if necessary. The note shall be issued on or about July 18, 2013 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 approves the Memorandum of Agreement between the Mount Pleasant Cottage School Union Free School District and the Mount Pleasant Cottage School Union Free School District Teaching Assistants' Association.

◆ the Board of Education approves all Terms and Condition employees to contribute 5.0% of their health insurance premiums effective 7/1/13. Terms and Conditions employees include: Chief Financial Officer, Secretary to Chief School Officer, District Clerk, Business Office Personnel, Account Clerk/Typist, District Treasurer, Jr. Accountant, Audio Visual Assistant, Custodial Worker/Bus Driver, Edenwald Foreperson, School Nurse and School Monitors.

◆ the Board of Education approves the contracts between the Mount Pleasant Cottage School UFSD and Konica Minolta Business Solutions U.S.A.

◆ the Board of Education approves the enclosed list of computer equipment to be disposed of.

Seconded: Mrs. Stein

Approved

Vote: 5-0

◆ Mrs. Levene moved that the Board of Education approve the proposed 2013-2014 school budget.

Seconded: Mrs. Stein

Approved

Vote: 5-0

◆ Mr. Altman moved that the Board of Education adopts the following policies effective 7/8/13:

1. #3320 Confidentiality of Computerized Information
2. #3510 Emergency School Closings
3. #4110 Administrative Personnel
4. #4220 Administrative Authority
5. #4230 District Committees
6. #4240 Evaluation of the Superintendent and Other Administrative Staff
7. #4310 Superintendent of Schools
8. #4320 Superintendent – Board of Education Relations
9. #4420 Compensation and Related Benefits
10. #5120 Funding for Special Act Schools
11. #5140 Administration of the Budget
12. #5210 Revenues
13. #5230 Acceptance of Gifts, Grants and Bequests to the School District
14. #5250 Sale and Disposal of School District Property.

Seconded: Mrs. Levene

Approved

Vote: 5-0

The following policies were presented for a first reading:

1. #3410 Revised Code of Conduct on School Property
2. #5310 Bonding of Employees and School Board Members
3. #5320 Expenditures of School District Funds
4. #5321 Use of the District Credit Card
5. #5322 Use of the District Cell Phone
6. #5323 Reimbursement for Meals/Refreshments
7. #5330 Budget Transfers
8. #5340 Borrowing of Funds
9. #5510 Accounting of Funds
10. #5520 Extra Classroom Activity Fund
11. #5530 Petty Cash Funds and Cash in School Buildings
12. #5550 Maintenance of Fiscal Effort (Title 1 Programs)
13. #5560 Use of Federal Funds for Political Expenditures
14. #5570 Financial Accountability
15. #7550 Revised Dignity for All Students Act
16. #8242 Revised Civility, Citizenship and Character Education/Interpersonal Violence Prevention Education.

Student enrollment for the months of May & June – Day student population dropped by 24 students.

Superintendent's
Report:

◆ Mrs. Irwin moved that the Board of Education approve the 2013-2014 Mount Pleasant Cottage School Union Free School District Organizational Chart.

Seconded: Mrs. Stein

Approved

Vote: 5-0

◆ Mr. Gaudette discussed the Professional Development Calendar for the 2013-2014 school year.

◆ The Code of Conduct was tabled until the September Board of Education meeting.

Personnel Matters:

Mrs. Irwin moved that

- ◆the Board for reasons of economy and efficiency has determined that it is appropriate to abolish certain pedagogical positions in the District;

THEREFORE, BE IT RESOLVED, that the Board hereby abolishes the following positions, effective close of business on August 30, 2013:

- 1.0 FTE IEP Coordinator/Director of Pupil Personnel
- 1.0 FTE School Social Worker
- 1.0 FTE Clinical Coordinator
- .73 FTE Industrial Arts (Technology/Woodshop Teacher)
- .27 Physical Education Teacher
- Stipend Position – Testing Coordinator

BE IT FURTHER RESOLVED, that the Board Clerk is hereby directed to provide written notice to those employees whose positions are hereby abolished, as will be set forth in a Memorandum to the Board from the Superintendent of Schools, to be dated 7/8/2013, to be presented at the July 8, 2013 Board of Education meeting, in accordance with the provisions of Section 3013 of the Education Law, Part 30 of the Regents

Rules of the termination of their employment effective close of business of August 30, 2013; and

BE IT FURTHER RESOLVED, that said employees who are entitled to Part 30 bumping rights shall be notified, in writing, of their right to a position in a previous tenure area of service and of their placement on a preferred eligibility list in the tenure area(s) of their employment regarding their statutory recall rights; and

BE IT FURTHER RESOLVED, that said employees who are not entitled to Part 30 bumping rights shall be notified, in writing, of their placement on a preferred eligibility list in the tenure area(s) of their employment regarding their statutory recall rights.”

- ◆the Board for reasons of economy and efficiency has determined that it is appropriate to abolish certain non-pedagogical positions in the District;

THEREFORE, BE IT RESOLVED, that the Board hereby abolishes the following positions, effective close of business as listed below.

- 7.0 FTE Teacher Aides – June 21, 2013
- 1.0 FTE School Monitor – August 19, 2013.

- ◆the Board of Education appoints the following current/new personnel for the 2013-2014 Summer School Program:

Name	Title	Salary	Effective Date
1. Diana DeBold	Teacher	\$170.00 per day	6/28/13-8/16/13
2. Marco Ascolillo	Teacher	\$180.00 per day	7/8/13-8/16/13.
3. Andrew Kane	Teacher	\$170.00 per day	6/28/13-8/16/13
4. Diane Payson	Counselor	\$190.00 per day	6/25/13, 7/1, 7/3, 7/8-8/16, 8/19, 8/20, 8/22, 8/26, 8/27, 8/29
5. Victor Logan	Teacher Aide	\$21.50 per hour	7/8/13-8/16/13
6. Michael Rogers	T. Assistant	\$110 per day	6/27/13-7/3/13
7. Keith Allen	Teacher	\$170.00 per day	6/28/13-8/16/13
8.Margaret Angeletti	Teacher	\$170.00 per day	6/28/13-8/16/13
9. Marie Fontes	Teacher Aide	\$14.50 per hour	7/8/13-8/16/13
10. Victor Logan	Teacher Aide	\$21.50 per hour	7/8/13-8/16/13
11. Darlene Polanco	Teacher	\$170.00 per day	6/28/13-8/16/13
12. Michael Rogers	Teaching Assistant	\$110 per day	6/27/13-7/3/13
13. Diane Tual	Teacher	\$170.00 per day	6/28/13-8/16/13.

- ◆ the Board of Education appoints Ms. Monica Baron to a 3-year probationary Administrator’s position as a Principal at a salary of \$108,500.00 effective 9/3/13.
- ◆ the Board of Education accepts Mr. Michael Rogers leave of absence as a Teaching Assistant and appoints Mr. Michael Rogers to a 3-year probationary position as School Psychologist at a salary of \$62,138 BA40-MA/1 effective 9/3/13.
- ◆ the Board of Education upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves an Addendum Agreement dated July 8, 2013 to the Terms and Conditions of Employment for the personnel group of Custodial Worker/Bus Driver, Edenwald Foreperson to offer a special retirement incentive program for the summer of 2013 only. A copy of said Addendum Agreement, as presented to the Board at this meeting, shall be incorporated by reference within the minutes of this meeting.
- ◆ the Board of Education approves the following salary lane change for Ms. Greta Joseph effective 9/3/13:

From: \$42,410 Lane 3 Step 15 To: \$43,959 Lane A Step 16.

- ◆ 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	XXXXXXXXXX	7	07/01/13-06/30/14	Yes	N/A.
District Treasurer	Sandra Shymonowicz	XXXX	XXXXXXXXXX	7	07/01/13-06/30/14	Yes	N/A.

Seconded: Mr. Altman

Approved
Vote: 5-0

Committee on
Special Education:

- ◆ Mrs. Stein 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. Altman

Approved
Vote: 5-0

Public Comment:

Frank Voltaggio addressed the board.

Meeting Notification:

The next Regular Public Meeting of the Board of Education will be held on Monday, September 23, 2013 at 7:30 P.M. in the library.

Adjournment:

- ◆ Mrs. Levene moved that the Board of Education adjourn the Annual Reorganization meeting at 8:45 P.M.

Seconded: Mr. Altman

Approved

Vote: 5-0

Respectfully submitted,

Marcella Freimark
District Clerk

MF