

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

July 9, 2012

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, Mrs. Levene, Mr. Gelfman, Mrs. Irwin,
Mrs. Stein, Mr. Altman, Mr. Carter

Absent: Mrs. Mann

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

Election
of Board
Officers:

◆ Mr. Gelfman moved that Mrs. Rita Golden be nominated as President of the Board of Education.

Seconded: Mr. Carter

Approved

Vote: 6-0

Abstention: 1 Mrs. Golden

Mrs. Golden took the Oath of Office.

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

Seconded: Mr. Carter

Approved

Vote: 7-0

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 7/1/12 through 6/30/2013.

◆ the Board of Education appoints Ms. Sandra Shymonowicz to the position of Treasurer, effective 7/1/2012 through 6/30/2012.

◆ Mrs. Golden moved that the Board of Education appoint Ms. Andrea Aitken to the position of Internal Claims Auditor effective 7/1/12 through 6/30/13.

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

Other Appointments:

- ◆ the Board of Education appoints Mr. Walter Callahan, Chief Financial Officer, as Certifier of Payroll, (alternate: Superintendent of Schools) effective 7/1/2012 through 6/30/2013.
- ◆ the Board of Education appoints Mr. Paul Angeron as Compliance Officer, effective 7/1/2012 through 6/30/2013.
- ◆ the Board of Education appoints Mr. Walter Callahan, Chief Financial Officer, as Records Management Officer, effective 7/1/2012 through 6/30/2013.
- ◆ the Board of Education appoints Mr. James Gaudette, Superintendent to approve Special Aid Applications, effective 7/1/2012 through 6/30/2013.
- ◆ the Board of Education appoints Mr. James Gaudette, Superintendent, to approve Budget Transfers subject to final approval by Board of Education, effective 7/1/2012 through 6/30/2013.
- ◆ the Board of Education appoints Mr. Walter Callahan as the Title 9 and Title 6 Compliance Officer effective 7/1/12-6/30/13.
- ◆ the Board of Education appoints Mr. James Nolan as the Dignity Act Coordinator effective 7/1/12-6/30/13.

Other Business:

- ◆ 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 7/1/12-6/30/13.
- ◆ 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 7/1/12-6/30/13.
- ◆ 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 7/1/12-6/30/13.
- ◆ 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 7/1/12-6/30/13.

Designations:

- ◆ 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 7/1/12-6/30/13.

Authorizations:

- ◆ 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 Senior 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.

Other Items:

- ◆ the Chief Financial Officer bond in the amount of \$250,000 be approved as to form and sufficiency. Also, that the Treasurer's 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 2012/2013 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, 2012, until the Reorganization Meeting in 2013:

| | |
|-----------------|----------------------|
| Principal | Ms. Christine Leamon |
| Principal | Mr. Paul Angeron |
| CSE Chairperson | Ms. Monica Baron |
| Psychologist | Mr. James Nolan |

Special Education Teacher of Student
Social Worker of Student
Parent of Student.

Seconded: Mr. Marc Carter

Approved
Vote: 7-0

Mr. Jim Nolan gave a presentation on the Behavioral Protocol Review.

Correspondence:

Mr. Gaudette shared with the board members:

- ◆ Copy of MPCS Graduation – Mr. Gaudette stated that we had 8 graduates, 2 with Regents Diplomas, 1 student with 1000 hours of Cosmetology and 1 student with an IEP Diploma from Edenwald.
- ◆ Copy of Edenwald School Awards Assembly
- ◆ Copy of Pleasantville Examiner Art Article

Approval of Minutes:

- ◆ Mrs. Irwin moved that the minutes of the regularly scheduled Board of Education meeting of June 11, 2012 be accepted as presented.

Seconded: Mr. Carter

Approved
Vote: 7-0

Business Matters:

Mrs. Stein moved that

- ◆ the Treasurer’s Report-General Fund Checking, Trust and Agency Account and Federal Fund Checking Account for the period May 1, 2012 through May 31, 2012 be accepted.
- ◆ the check runs for May 1, 2012 through May 31, 2012 be accepted as recommended by the subcommittee from:

May - 45614 - 45684 - \$497,036.97.

- ◆ the Board of Education approves the following budget transfers for the 2011-2012 school year:

| DATE | ACCOUNT DESCRIPTION | ACCOUNT | FROM | TO |
|-----------|-----------------------------|--------------------|-------------|-------------|
| 6/7/2012 | TEACHER RETIREMENT SYSTEM | A 9020.800-00-0000 | \$30,000.00 | \$0.00 |
| 6/7/2012 | UNEMPLOYMENT INSURANCE | A 9050.800-00-0000 | \$0.00 | \$30,000.00 |
| 6/7/2012 | MPCS-MUSIC | A 2110.451-00-2900 | \$200.00 | \$0.00 |
| 6/7/2012 | MPCS-TECHNOLOGY | A 2110.451-00-1700 | \$0.00 | \$200.00 |
| 6/7/2012 | MEDICAL INSURANCE | A 9060.800-00-0000 | \$43,600.00 | \$0.00 |
| 6/7/2012 | TEMP HELP | A 2110.406-00-0000 | \$0.00 | \$3,000.00 |
| 6/7/2012 | SICK LEAVE BUYOUT | A 9089.800-00-0000 | \$0.00 | \$37,100.00 |
| 6/7/2012 | CONTRACT NURSE | A 2815.400-00-0000 | \$0.00 | \$1,500.00 |
| 6/7/2012 | EDEN-BEHAVIOR MGMT | A 2110.451-01-4300 | \$0.00 | \$2,000.00 |
| 6/8/2012 | UTILITIES | A 1620.422-00-0000 | \$8,875.00 | \$0.00 |
| 6/8/2012 | SUPPLIES-NURSES | A 2815.450-00-0000 | \$0.00 | \$925.00 |
| 6/8/2012 | MPCS-GRADUATION EXPENSES | A 2110.451-01-4500 | \$0.00 | \$300.00 |
| 6/8/2012 | EDEN-INSTRUCTIONAL SUPPLIES | A 2110.450-00-1300 | \$0.00 | \$350.00 |
| 6/8/2012 | MPCS-INSTRUCTIONAL SUPPLIES | A 2110.451-00-1000 | \$0.00 | \$3,300.00 |
| 6/8/2012 | MPCS-CENTRAL SUPPLIES | A 2110.450-00-1000 | \$0.00 | \$4,000.00 |
| 6/18/2012 | MPCS-TEXTBOOKS | A 2110.480-00-1000 | \$4,000.00 | \$0.00 |
| 6/18/2012 | LEASING | A 2110.408-00-0000 | \$500.00 | \$0.00 |
| 6/18/2012 | EDEN-TECHNOLOGY | A 2110.451-01-1700 | \$0.00 | \$4,500.00 |

| | | | | |
|-----------|----------------------------|--------------------|-------------|-------------|
| 6/18/2012 | UTILITIES | A 1620.422-00-0000 | \$2,000.00 | \$0.00 |
| 6/18/2012 | BUILDING-REPAIRS | A 1620.440-00-0000 | \$0.00 | \$2,000.00 |
| 6/18/2012 | BUS-TIRES | A 5510.452-00-0000 | \$500.00 | \$0.00 |
| 6/18/2012 | BUS-PARTS | A 5510.453-00-0000 | \$500.00 | \$0.00 |
| 6/18/2012 | BUS-OIL | A 5510.451-00-0000 | \$250.00 | \$0.00 |
| 6/18/2012 | BOCES | A 5510.490-00-0000 | \$500.00 | \$0.00 |
| 6/18/2012 | BUS REPAIRS | A 5510.412-00-0000 | \$0.00 | \$1,750.00 |
| 6/18/2012 | FINANCE-EQUIPMENT | A 1310.407-00-0000 | \$250.00 | \$0.00 |
| 6/18/2012 | FINANCE-SUPPLIES | A 1310.450-00-0000 | \$200.00 | \$0.00 |
| 6/18/2012 | FINANCE-MISC | A 1310.406-00-0000 | \$0.00 | \$450.00 |
| 6/18/2012 | UTILITIES | A 1620.422-00-0000 | \$4,000.00 | \$0.00 |
| 6/18/2012 | BUILDING-REPAIRS | A 1620.440-00-0000 | \$0.00 | \$1,500.00 |
| 6/18/2012 | BUILDING-CONTRACT SERVICES | A 1620.442-00-0000 | \$0.00 | \$2,500.00 |
| 6/18/2012 | COMPUTER-EQUIPMENT | A 2630.200-00-0000 | \$850.00 | \$0.00 |
| 6/18/2012 | COMPUTER-SUPPLIES | A 2630.450-00-0000 | \$0.00 | \$850.00 |
| 6/19/2012 | MPCS-ART | A 2110.451-00-1950 | \$400.00 | \$0.00 |
| 6/19/2012 | MPCS-BEHAVIOR MGMT | A 2110.451-01-3900 | \$0.00 | \$400.00 |
| 6/19/2012 | MPCS-PE | A 2110.451-00-1540 | \$250.00 | \$0.00 |
| 6/19/2012 | MPCS-CULINARY | A 2110.451-00-1800 | \$0.00 | \$250.00 |
| 6/19/2012 | EDEN-SPEECH | A 2110.451-01-1600 | \$100.00 | \$0.00 |
| 6/19/2012 | EDEN-CENTRAL SUPPLY | A 2110.450-00-1300 | \$0.00 | \$100.00 |
| 6/19/2012 | MPCS-SPEECH | A 2110.451-00-2500 | \$200.00 | \$0.00 |
| 6/19/2012 | MPCS-CULINARY | A 2110.451-00-1800 | \$0.00 | \$375.00 |
| 6/19/2012 | MPCS-COSMETOLOGY | A 2110.451-00-1850 | \$175.00 | \$0.00 |
| 6/19/2012 | SUPERINTENDENT-EQUIPMENT | A 1240.200-00-0000 | \$65.00 | \$0.00 |
| 6/19/2012 | SUPERINTENDENT-DUES | A 1240.403-00-0000 | \$0.00 | \$65.00 |
| 6/25/2012 | FICA | A 9030.800-00-0000 | \$78,950.00 | \$0.00 |
| 6/25/2012 | SICK LEAVE BUYOUT | A 9089.800-00-0000 | \$0.00 | \$13,000.00 |
| 6/25/2012 | PERFECT ATTENDANCE | A 9089.803-00-0000 | \$0.00 | \$2,500.00 |
| 6/25/2012 | VACATION BUYOUT | A 9089.802-00-0000 | \$0.00 | \$3,200.00 |
| 6/25/2012 | HEALTH INSURANCE BUYOUT | A 9089.801-00-0000 | \$0.00 | \$250.00 |
| 6/25/2012 | HOSPITAL TUTORING | A 2110.470-00-0000 | \$0.00 | \$60,000.00 |

GRAND TOTAL \$176,365.00 \$176,365.00.

◆ 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 \$2,400,000.00 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, 2012, and renewals thereof, if necessary. The note shall be issued on or about July 11, 2012 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.

Seconded: Mr. Altman

Approved

Vote: 7-0

Superintendent's
Report:

Mrs. Levene moved that

- ◆ the Board of Education appoints Mrs. Rita Golden to serve as the Liaison between the Mount Pleasant Cottage School, Union Free School District and Westchester Putman School Boards Association.
- ◆ the Board of Education appoints Mr. Marc Carter to serve as the Westchester Putman School Boards Association Legislative Action Committee Representative for the Mount Pleasant Cottage School, Union Free School District.

Seconded: Mr. Gelfman

Approved
Vote: 7-0

- ◆ Mr. Altman moved that the Board of Education approves the APPR Memorandum of Agreement between the Mount Pleasant Cottage School U.F.S.D. and the MPCS Association of Teachers effective 7/1/12-6/30/15.

Seconded: Mr. Carter

Approved
Vote: 7-0

- ◆ Mrs. Irwin moved that the Board of Education approves the Mount Pleasant Cottage School, UFSD's Comprehensive District Educational Plan.

Seconded: Mr. Carter

Approved
Vote: 7-0

- ◆ Mrs. Irwin moved that the Board of Education approves the District-wide School Safety Plan and School Safety Plan Procedures for the Mount Pleasant Cottage School Union Free School District effective 7/1/12.

Seconded: Mr. Gelfman

Approved
Vote: 7-0

- ◆ Mrs. Irwin moved that the Board of Education approves the Technology Plan for the Mount Pleasant Cottage School Union Free School District effective 7/1/12-6/30/15.

Seconded: Mr. Gelfman

Approved
Vote: 7-0

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

District Policy Review Process – Policies will be sent out electronically prior to the board meeting to the board members and staff. The public will be allowed to comment on the policies presented during Public Comment. Anyone who wishes to comment will be asked sign up prior to the start of the meeting. There will be a second reading with revisions if necessary at the next meeting and if there are no more discussions regarding that policy, the Board of Education will then vote to adopt the policy.

The following policies were presented for a first reading. There were no comments at this time.

- #3410 Code of Conduct on School Property
- #3411 Unlawful Possession of a Weapon Upon School Grounds
- #3412 Threats of Violence in School
- #3420 Non-Discrimination and Anti Harassment in the School District
- #3430 Uniform Violent and Disruptive Incident Reporting System (VADIR)
- #7315 Internet Safety (Revised)
- #7522 Concussion Management
- #7550 Dignity for ALL Students Act
- #7551 Sexual Harassment of Students
- #7552 Bullying in the Schools
- #7553 Hazing of Students
- #8260 Title I Parent Involvement

Personnel Matters:

Mrs. Stein moved that

- ◆ the Board of Education appoints the Board of Education appoint the following personnel: (All appointments are current employees/returning summer school staff.)

| Name | Title | Salary | Effective Date |
|---------------------|--------------------|------------------|--|
| 1. Diane Payson | Guidance Counselor | \$185.00 per day | 7/5/12-7/6/12 8/20/12, 8/22/12, 8/23/12.” |
| 2. Mike Jones | Teacher Aide | \$19.00 per hour | 7/9/12-8/17/12 |
| 3. Diane Hayes | Teacher | \$170.00 per day | 7/9/12-8/17/12 |
| 4. Melissa Sabia | Teacher | \$170.00 per day | 7/9/12-8/17/12 |
| 5. Angela Bockino | Teacher | \$170.00 per day | 7/9/12-8/17/12 |
| 6. Victor Logan | Teacher Aide | \$14.38 per hour | 7/9/12-8/17/12 |
| 7. Carlos Pena | Teacher Aide | \$11.50 per hour | 7/9/12-8/17/12 |
| 8. Yvonne Woolridge | Teacher Aide | \$11.62 per hour | 7/9/12-8/17/12 |
| 9. Shawn Stewart | Teacher Aide | \$11.50 per hour | 7/9/12-8/17/12.* |

*Removed from the agenda

- ◆ the Board of Education conditionally appoints the following personnel on an emergency basis to the positions as listed for the 2012 summer school program subject to such limitations as are set forth in Board Resolution dated May 14, 2001.

Upon receipt of notice from the State Education Department that the following personnel has obtained conditional clearance, their status shall be changed to conditional status.

Upon receipt of notice the following personnel has obtained full clearance, conditional status shall be removed.

Should the district not receive notification of conditional clearance within 20 business days from the date the emergency appointment commences, the district will terminate the employee or reappoint said employee on an emergency basis, in compliance with the law.

In the event that clearance is denied, the Board shall ascertain what steps, if any, shall be taken with regard to continued employment

| Name | Title | Salary | Effective Date |
|--------------------|--------------|------------------|-----------------------|
| 1. Anne Olivero | Teacher Aide | \$12.50 per hour | 7/9/12-8/17/12 |
| 2. Mary Rapp | Teacher Aide | \$12.50 per hour | 7/9/12-8/17/12* |
| 3. Victoria Bowman | Teacher Aide | \$12.50 per hour | 7/9/12-8/17/12 |
| 4. Lloyd Richards | Teacher Aide | \$12.50 per hour | 7/9/12-8/17/12. |

*Removed from the agenda.

◆ the Board of Education approves the following new summer school employees:

| Name | Title | Salary | Effective Date |
|------------------|--------------|------------------|-----------------------|
| 1. John Bohuniek | Teacher | \$170.00 per day | 7/9/12-8/17/12 |
| 2. Lauren Cesa | Teacher | \$170.00 per day | 7/9/12-8/17/12 |
| 3. Frank Stanley | Teacher | \$170.00 per day | 7/9/12-8/17/12 |
| 4. Debbe Buckvar | Teacher | \$170.00 per day | 7/9/12-8/17/12 |
| 5. Erin Ritch | Teacher | \$170.00 per day | 7/9/12-8/17/12 |
| 6. Madelon Rosen | Teacher | \$170.00 per day | 7/9/12-8/17/12. |

◆ the Board of Education hereby rescinds that portion of the resolution dated June 11, 2012 that for reasons of economy and efficiency abolished a 1.0 FTE non-pedagogical position of Telephone Operator/Account Clerk effective June 30, 2012; and instead, the Board of Education, for reasons of economy and efficiency, hereby abolishes a 1.0 FTE Telephone Operator/Account Clerk position, effective close of business August 31, 2012; and

the employee who shall be laid off as an incident to the abolition of this position shall be notified in writing of said employee's new effective date of abolition; and

that said employee, who is in the competitive class of the civil service, shall be notified, in writing, of her placement on a preferred list regarding entitlement to recall for a period of four years from the date of the abolition of her position in accordance with Sections 80 and 81 the Civil Service Law.

◆ the Board of Education accepts Special Education Teacher Ms. Maria Cascioli's, resignation for the purpose of retiring in to the New York State Teachers' Retirement System effective June 30, 2012.

◆ the Board of Education accepts Mr. Jamaal Davis's resignation as a Teacher Aide effective 6/22/12.

Committee on
Special Education:

◆ Mr. Carter 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: Mrs. Stein

Approved

Vote: 7-0

Public Comment:

None

Meeting Notification:

The next Regular Public Meeting of the Board of Education will be held on Monday, September 24, 2012 at 7:30 P.M. in the library.

Executive Session:

- ◆ Mrs. Irwin moved that the Board adjourn to Executive Session to discuss collective negotiations at 8:40 P.M.

Seconded: Mr. Gelfman

Approved
Vote: 7-0

Reconvene to Public Session:

- ◆ Mrs. Irwin moved that the Board of Education reconvene to public session at 8:46 P.M.

Seconded: Mr. Gelfman

Approved
Vote: 7-0

Adjournment:

- ◆ Mr. Carter moved that the Board of Education adjourn the Annual Reorganization meeting at 8:46 P.M.

Seconded: Mrs. Levene

Approved
Vote: 7-0

Respectfully submitted,

Marcella Freimark
District Clerk