

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

Re-Organizational Meeting
Wednesday, July 8, 2009

The Annual Re-Organizational meeting of the Board of Education of the Pocantico Hills Central School District was held on Wednesday, July 8 at 8:55 p.m. in the school Library, Bedford Road, Sleepy Hollow, New York.

With no objection from the Board the Re-Organizational meeting was called to order by District Clerk, Gina L. Downes at 8:55 p.m.

CALL TO ORDER

Present: Robert Balog, President
 Katherine Yu, Vice President
 John Conrad, Trustee
 Maurice Curran, Trustee
 David Wilens, Trustee

Also Present: Freddie D. Smith, Superintendent
 Jay Scotto-Friedman, Assistant Superintendent
 Gina L. Downes, District Clerk

The Pledge of Allegiance was conducted by a community member.

PLEDGE OF ALLEGIANCE

The Oath of Office was administered to incumbent David Wilens by District Clerk Gina L. Downes.

OATH OF OFFICE
David Wilens

On a motion by Trustee John Conrad, seconded by Trustee David Wilens the Board appointed Trustee Maurice Curran as Temporary Chairperson for the meeting to request nominations for President and Vice President of the Board of Education for the 2009-2010 school year. The motion was passed unanimously.

TEMPORARY CHAIRPERSON

On a motion by Trustee Robert Balog and seconded by Trustee David Wilens, Trustee Katherine Yu was nominated for the position of President of the Board of Education for the 2009-2010 school year. The motion passed 3 yes, 1 no (Trustee John Conrad), and 1 abstention (President Katherine Yu).

ELECTION OF OFFICERS
President & Vice President

On a motion by President Katherine Yu and seconded by Trustee Maurice Curran, Trustee David Wilens was nominated for the position of Vice President of the Board of Education for the 2009-2010 school year. The motion passed 4 yes, and 1 abstention (Vice President David Wilens).

The Oath of Office was administered to newly elected President Katherine Yu and newly elected Vice President David Wilens by District Clerk Gina L. Downes. The Oath of Office was administered to District Clerk Gina L. Downes by President Katherine Yu.

OATH OF OFFICE
President, Vice President and District Clerk

On a motion by Trustee John Conrad, seconded by Trustee Maurice Curran the Board voted and approved the following Board Appointments/Approvals by consent agenda. The motion was passed unanimously.

**BOARD APPOINTMENTS
/ APPROVALS
Consent Agenda**

District Clerk – BE IT RESOLVED, that Gina L. Downes, 1608 Old Country Road, Elmsford NY 10523 is appointed School District Clerk effective July 1, 2009 and continue until the Statutory Meeting of the Board of Education in July 2010 or until successor is chosen at a stipend of \$5,460.

District Clerk

District Treasurer – BE IT RESOLVED, that Jane Walters, 19 Four Corners Boulevard, Hopewell Junction, NY 12533 is appointed School District Treasurer at the salary of \$67,600 effective July 1, 2009 and continue until the Statutory Meeting of the Board of Education in July 2010 or until successor is chosen.

District Treasurer

BE IT FURTHER RESOLVED, that the Board President is authorized to execute the contract amendment dated July 1, 2009 amending the agreement between the Pocantico Hills CSD and Jane Walter.

Deputy Treasurer – BE IT RESOLVED, that Fred Smith be appointed as Deputy Treasurer effective July 1, 2009 and to continue until the Statutory Meeting of the Board of Education in July 2010.

Deputy Treasurer

Deputy Treasurer – BE IT RESOLVED, that Linda Bellucci be appointed as Deputy Treasurer effective July 1, 2009 and to continue until the Statutory Meeting of the Board of Education in July 2010.

Deputy Treasurer

Claims Auditor – BE IT RESOLVED, that John Beltramo, CPA, LLC be appointed as Internal Claims Auditor effective July 8, 2009 and continue until the Statutory Meeting of the Board of Education in July 2010 or until successor is chosen at a fee of \$80.00/hour.

Claims Auditor

Internal Auditor – BE IT RESOLVED, that ACCUME Partners be appointed as Internal Auditor effective July 8, 2009 and continue until the Statutory Meeting of the Board of Education in July 2010 or until successor is chosen as per the attached agreement.

Internal Auditor

Extra Classroom Activity Fund Treasurer – BE IT RESOLVED, that Jane Walters, 19 Four Corners Boulevard, Hopewell Junction, NY 12533 be appointed as Extra Classroom Activity Fund Treasurer for the school year 2009-2010 or until successor is chosen .

Extra Classroom Activity
Fund Treasurer

Bond Counsel – BE IT RESOLVED that Fulbright & Jaworski, LLP be appointed as Bond Counsel as per the attached fee schedule effective July 1, 2009 and continue until the Statutory Meeting of the Board of Education in July 2010.

Bond Counsel

Independent Auditor – BE IT RESOLVED, the Board of Education rescind the July 7, 2008 resolution appointment “that David W. Brown, CPA of D’Archangelo & Co. LLP be appointed as School District Auditor at a fee of \$22,000 to conduct the 2008-09 audit.”

Independent Auditor -
Rescind

Independent Auditor – BE IT RESOLVED, that Marianne Van Duyne, CPA of R.S. Abrams & Co., LLP, be appointed as School District Auditor at a fee of \$19,000 to conduct the 2008-2009 audit.

Independent Auditor -
Appointment

Committee on Special Education – BE IT RESOLVED, that the following members serve on the Committee on Special Education effective July 1, 2009 and to continue until the Statutory Meeting of the Board of Education in July 2010: CSE Chairperson/School Psychologist; Elementary Resource Room Teacher; Middle School Resource Room Teacher; Special Class Teacher; Speech/Language Therapist; School Nurse; School Physician; Child’s teacher as defined by state and federal regulations; and approved parent members.

Committee on Special Education

Committee on Preschool Special Education – BE IT RESOLVED, that the following members serve on the Committee on Preschool Special Education effective July 1, 2009 and to continue until the Statutory Meeting of the Board of Education in July, 2010: CPSE Chairperson/School Psychologist; Agency Designee as appropriate; Child’s teacher as defined by state and federal regulations; Agency/Municipality representative from Birth-2, if appropriate; and approved parent members.

Committee on Preschool Special Education

Special Education Surrogate Parents – BE IT RESOLVED, that the Superintendent of Schools, Dr. Fred Smith is authorized to select four district residents as Special Education surrogate parents whose role it is to act in place of parents or guardians when a child is a ward of the state, effective July 1, 2009 and to continue until the Statutory Meeting of the Board of Education in July 2010.

Special Education Surrogate Parents

Approval of List of Impartial Hearing Officers – BE IT RESOLVED, that the Board of Education of the Pocantico Hills School District hereby accepts the approved List of Certified Impartial Hearing Officers eligible to serve in Special Education impartial hearings in New York State selected from the list of Certified Impartial Hearing Officers provided by New York State in accordance with Part 200.2(3) (2) of the Regulations of the Commissioner of Education.

Approval of List of Impartial Hearing Officers

Records Access Officer – BE IT RESOLVED that Jay Scotto-Friedman be appointed as Records Access Officer effective July 1, 2009 and continue until the Statutory Meeting of the Board of Education in July 2010.

Records Access Officer

Records Management Officer – BE IT RESOLVED, that Jay Scotto-Friedman be appointed as Records Management Officer effective July 1, 2009 and to continue until the Statutory Meeting of the Board of Education in July 2010.

Records Management Officer

Asbestos Designee – BE IT RESOLVED, that Stanley T. Steele be appointed as Asbestos Designee effective July 1, 2009 and to continue until the Statutory Meeting of the Board of Education in July 2010.

Asbestos Designee

School Physician – BE IT RESOLVED, that Dr. Satish Kapoor, Heritage Medical Group, be appointed School Physician at an annual retainer of \$2,750 for telephone consultations with the school nurse and \$900 for professional liability insurance and to provide physical examinations for approximately 50 students @ \$90 each; physical examinations for approximately 8-10 bus drivers @ \$150 each; flu inoculations for approximately 30 employees at market rate; and consultations which require the school physician’s attendance at the school or in related meetings at \$175 per hour effective July 1, 2009 and to continue until the Statutory Meeting of the Board of Education in July 2010.

School Physician

School Purchasing Agent – BE IT RESOLVED that the Assistant Superintendent for Finance and Support Services be appointed School Purchasing Agent for the Pocantico Hills Central School District effective July 1, 2009 and continue until the Statutory Meeting of the Board of Education in July 2010.

School Purchasing Agent

Construction Manager – BE IT RESOLVED that the Savin Engineering, P.C. be appointed Construction Manager for the Pocantico Hills Central School District effective July 1, 2009 as per the attached service rates, and continue until the Statutory Meeting of the Board of Education in July 2010.

Construction Manager

Appointment of School Attorney: On a motion by Trustee Maurice Curran, seconded by Trustee John Conrad, and passed 4-1, the Board voted and approved the following resolution:

APPOINTMENT OF SCHOOL ATTORNEY

BE IT RESOLVED, that Ingerman Smith, L.L.P. be appointed School District Attorneys at the retainer fee of \$15,000 per annum up to 125 hours. Services beyond 125 hours to be charged an hourly rate of \$150.00 for general advice and counsel effective July 1, 2009 and to continue until the Statutory Meeting of the Board of Education in July 2010 or until a successor are chosen.

Services for litigation, labor counsel, construction and real estate rates of \$190.00 per hour for partners and \$180.00 per hour for associates or; a three year arrangement with a retainer of \$25,000 for each of the three years; or a \$25,000 retainer to apply only to labor negotiations, with a cap of 150 hours. In the event the cap is exceeded, the remaining hours would be billed hourly. The retainer would run from the commencement of negotiations of the two bargaining units through conclusion of said negotiations.

Designations: On a motion by Trustee Maurice Curran, seconded by Trustee John Conrad the Board voted and approved the following designations by consent agenda. The motion was passed 4 yes and 1 no (Vice President David Wilens):

**DESIGNATIONS
Consent Agenda**

Official Bank Depositories – BE IT RESOLVED, that the following banks and/or trust companies be designated as the official depositories and investment of funds during the school year 2009-2010: Bank of New York; J.P. Morgan Chase Manhattan Bank; C.L.A.S.S. MBIA.

Official Bank Depositories

Official Newspaper – BE IT RESOLVED, that *The Journal News* be designated as the newspaper for the advertisement of legal notices by the Pocantico Hills Central School District for the school year 2009-2010. Notices are to be published in the above newspaper as the Superintendent of Schools may determine from time to time and in accordance with provisions of applicable law.

Official Newspaper

Calendar of Regular Meetings – BE IT RESOLVED, that the attached Calendar of Regular Board of Education meetings for the 2009-2010 school year be established.

Calendar of Regular Meetings

Calendar of Budget Meetings – BE IT RESOLVED, that the attached 2010-2011 Budget Development Calendar be approved.

Calendar of Budget Meetings

Authorizations: On a motion by Trustee David Wilens, seconded by Trustee John Conrad, the Board voted and approved the following resolutions by consent agenda. The motion was passed 4 yes and 1 abstention (Trustee Robert Balog recused his vote).

**AUTHORIZATIONS
Consent Agenda**

Chief School Officer to Certify Payrolls – BE IT RESOLVED, that the School Superintendent or his designee is authorized to certify payrolls.

Chief School Officer to Certify Payrolls

Establishment of Petty Cash Account – BE IT RESOLVED, that the petty cash and change fund accounts be established in the following amounts at the designated locations and under the custody of the District Treasurer:

Establishment of Petty Cash Account

<u>Amount</u>	<u>Location</u>	<u>Fund</u>
\$100	Business Office	General
\$100	Business Office	School Lunch

BE IT FURTHER RESOLVED, that individual withdrawals from the petty cash fund not exceed \$100.

Scholarship Bank Account – BE IT RESOLVED, that the Assistant Superintendent for Finance and Support Services and the District Treasurer are cosigners for the Scholarship Account.

Scholarship Bank Account

School Lunch Program – BE IT RESOLVED, that the Assistant Superintendent for Finance and Support Services and School Lunch Director be authorized to sign agreements, reports and claims with the State Education Department in connection with the operation of the National School Lunch Program in the district.

School Lunch Program

Surety Bond – BE IT RESOLVED, that the District Treasurer and Deputy Treasurer's shall be bonded in the amount of \$1,000,000 and that all other personnel required to be bonded by law, or regulation, be bonded in the amount of \$100,000.

Surety Bond

Adoption of Rules and Regulations – BE IT RESOLVED, that the rules and regulations and the policies as presented in the Bylaws and Policy Manual of the Pocantico Hills Central School District Board of Education be continued for the ensuing year.

Adoption of Rules and Regulations

Mileage Reimbursement Rate – BE IT RESOLVED, that a mileage reimbursement as set by the prevailing IRS mileage rate is adopted for the 2009-2010 school year.

Mileage Reimbursement Rate

Attendance at Conferences, Conventions and Workshops – BE IT RESOLVED, that the Board of Education delegates to the School Superintendent the power to authorize attendance by officers or employees of the district at conferences, professional meetings and other schools; and for such other purposes as he may deem in the interest of the school district; and to order reimbursement of necessary expenses in connection therewith.

Attendance at Conferences, Conventions and Workshops

Appointment of Instructional and Non-Instructional substitutes – BE IT RESOLVED that the Superintendent be authorized to hire instructional and non-instructional substitutes as necessary in the absence of appointed personnel.

Appointment of Instructional and Non-Instructional Substitutes

Approval of BOCES Cooperative Bids – BE IT RESOLVED, that the Board of Education delegates to the Assistant Superintendent for Finance and Support Services the authority to participate in and approve the award of BOCES Cooperative Bids for the 2009-2010 school year to the successful bidders as recommended.

Approval of BOCES Cooperative Bids

Approval of Health Services Contracts – BE IT RESOLVED, that the Board of Education delegates to the School Superintendent the authority to approve contracts with other districts to provide Health Services to Pocantico Hills residents attending nonpublic schools within those districts at costs calculated by the providers for the 2009-2010 school year.

Approval of Health Services Contract

BE IT FURTHER RESOLVED, that the Superintendent, Board President and the District Clerk be authorized to sign such contracts.

Adoption of Public Officers Law – BE IT RESOLVED, by the Board of Education of the Pocantico Hills Central School District, that the Board hereby adopts Section 18 of the Public Officers Law to confer the benefits of said statute upon the members of the Board of Education and all employees of the Board.

Adoption of Public Officers Law

BE IT FURTHER RESOLVED that the benefits under Section 18 shall supplement and be available in addition to defense or indemnification protection, conferred by other statutes.

Renewal of School Board Memberships 2009-2010 – BE IT RESOLVED that the Board of Education approve memberships and the estimated dues in the following organizations:

Renewal of School Board Memberships 2009-2010

Putnam/Westchester School Boards Association - \$3,095
New York State School Boards Association - \$7,430
National School Boards Association - \$1,400

Renewal of Participation in the Annual School Lunch and School Breakfast Programs, and Free and Reduced Lunch and Breakfast Programs – BE IT RESOLVED, that upon recommendation of the Superintendent of Schools that the Board of Education renew participation in the National School Lunch and Breakfast Programs as well as implementation of the Free and Reduced Price Lunch Policy and Income Eligibility Guidelines for the school year 2009-2010, and that the President of the Board of Education be authorized to execute all agreements relating thereto.

Renewal of Participation in the Annual School Lunch and School Breakfast Programs, and Free and Reduced Lunch and Breakfast Programs

Appointment of Legal Counsel and Technical Advisor for Tax Certiorari Matters – BE IT RESOLVED, that the following individuals be appointed to provide legal counsel and technical advice regarding pending tax certiorari issues during the 2009-2010 school year, or until a successor is chosen:

Appointment of Legal Counsel and Technical Advisor for Tax Certiorari Matters

Attorney, Ira Levy - \$125.00/hour
Attorney, Jeffrey Schumejda - \$170.00/hour,
Associates \$150.00/hour, Paralegals \$50.00/hour
Technical Advisor, Paul Ritzcovan - \$125.00/hour plus \$1,500 per typical appraisal

Re-Adoption of Board Policy 6700 Purchasing and 6240 Investment Policy: BE IT RESOLVED, that Board Policy # 6700 - Purchasing and # 6240 - Investment have been reviewed and are hereby re-adopted.

Re-Adoption of Board Policy 6700 Purchasing and 6240 Investment Policy

Audit Committee Membership - WHEREAS, Chapter 263 of the Laws of 2005, also known as the Comptroller's 5 Point Plan, required each Board of Education to establish an advisory audit committee by January 1, 2006;

Audit Committee Membership

WHEREAS, Chapter 263 of the Laws of 2005 permit the Board of Education to appoint a committee comprised of two Board members and a community resident to be such audit committee; now, therefore, be it

RESOLVED, that the Board of Education hereby designates the Pocantico Hills Board of Education to be the audit committee for the Pocantico Hill Central School District; and

BE IT FURTHER RESOLVED, tat this resolution shall take effect immediately.

Adjournment: On a motion by Trustee Maurice Curran, seconded by Trustee John Conrad the Board adjourned from the Re-organizational Meeting at 9:17 p.m. The motion was passed unanimously.

ADJOURNMENT

Respectfully submitted,
Gina L. Downes
District Clerk

Katherine Yu, School Board President

Date: _____

Gina L. Downes, District Clerk

Date: _____