

# MINUTES OF OPEN MEETING

## BOARD OF EDUCATION

PUTNAM VALLEY CENTRAL SCHOOL DISTRICT

146 PEEKSKILL HOLLOW ROAD

PUTNAM VALLEY, NEW YORK 10579

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TIME: 7:00 p.m.

TYPE OF MEETING: Business Meeting

DATE: July 9, 2009

NO. OF PAGES: 7

### BOARD OF EDUCATION:

Tina Mackay, President  
Guy Cohen, Vice President  
Trustee Frank Reale  
Trustee Valerie Fitzgerald

**PRESENT**

Trustee Mary Maus (Not Present--Notified)

### ADMINISTRATORS:

Dr. Marc Space, Superintendent of Schools  
Paul Lee, Assistant Superintendent for  
Business and Finance

### OTHERS:

District Clerk, Maureen Bellino  
Reporter from the Putnam County News & Reporter  
Staff from the Putnam Valley School District, and  
2 community members

Ms. Mackay convened the Business Meeting at 7:27 p.m.

**CONVENE  
MEETING**

On motion of Ms. Mackay, seconded by Mr. Reale, it was resolved, to approve the minutes of the Work Session/Business Meeting of June 4, 2009, the Business Meeting of June 18, 2009, and the Special Business Meeting of June 22, 2009. Motion carried unanimously.

**APPROVE  
MINUTES**  
10/27

Ms. Mackay announced that the Treasurers Report for May 2009 was posted in the District Office.

Ms. Mackay introduced David Moran of ACCUME Partners who presented the 2008/2009 Risk Assessment and the Investments and Debt Internal Audit. He noted that the two high-risk areas were reduced to moderate risk. The Audit review recommended strengthening of the investment/debt policy/procedures. Mr. Moran noted that Mr. Lee has addressed this already.

Ms. Mackay thanked Mr. Lee and his team for the excellent report. Ms. Mackay said that the Audit Committee had met previously with Mr. Moran and the Audit Committee recommends accepting the findings. Ms. Mackay noted that the next Risk Assessment update will be done during November/December of 2009 and a determination will be made for next year's audit areas.

**ANNOUNCEMENTS OF GENERAL INTEREST**

The Board of Education and the Superintendent discussed the 3000 Policy Series that covers the role of the superintendent and his administrative team. Textural changes (attached to the official minutes of this meeting) were made to the policies.

Ms. Mackay asked for public contribution on agenda items. There were no comments.

**APPROVE  
ACCUME  
PARTNERS  
UPDATE &  
REPORT**

10/28

On motion of Mr. Reale, seconded by Ms. Fitzgerald, it was resolved, on recommendation of the Superintendent of Schools, to accept the Risk Assessment Update and the Investments and Debt Internal Audit Report by ACCUME Partners. Motion carried unanimously

**ESTABLISHMENT OF  
SPECIAL PURPOSE  
ACCOUNT**

10/29

On motion of Ms. Fitzgerald, seconded by Mr. Cohen, it was resolved, on recommendation of the Superintendent of Schools, to establish an account within the Special Purpose Fund to account for grants and donations awarded to the District by foundations and philanthropists. Motion carried unanimously.

Mr. Lee provided clarification that this was a special line item to be added to the Special Purpose Fund Accounts.

**APPROVE  
SENIOR  
CITIZEN  
EXEMPTION  
INCOME**

10/30

On motion of Mr. Cohen, seconded by Mr. Reale, it was resolved on the recommendation of the Superintendent of Schools, to increase Senior Citizen Exemption Income, as per Document #1/10 and to increase Disability Exemption Income as per Document #2/10, for the Town of Cortlandt, attached to the official minutes of this meeting. Motion carried unanimously.

It was noted that this is an extension of the current Town of Cortlandt senior exemption for one more year. Putnam County does not have such an exemption.

**APPROVE  
FIRST READING  
POLICIES 3000,  
3100 & 3120**

10/31

On motion of Mr. Reale, seconded by Ms. Fitzgerald, it was resolved on the recommendation of the Superintendent of Schools, to approve the text as amended in the first reading (attached to the official minutes of this meeting) of the following policies in Policy Series #3000:  
Policy #3000 Goals and Objectives for Administration  
Policy #3100 Superintendent of Schools  
Policy #3120 Duties of the Superintendent

Motion carried unanimously.

On motion of Ms. Fitzgerald, seconded by Mr. Cohen, it was resolved, on recommendation of the Superintendent of Schools, to arrange for CSE/CPSE placements, as per document #3/10, attached to the official minutes of this meeting. Motion carried unanimously.

**APPROVE**  
**CSE/CPSE**  
**PLACEMENTS**  
10/32

On motion of Mr. Cohen, seconded by Mr. Reale, it was resolved, on recommendation of the Superintendent of Schools, to approve 504 Accommodation Plan Recommendations for the 2009-10 school year as per Document #4/10, attached to the official minutes of this meeting. Motion carried unanimously.

**APPROVE**  
**504**  
**ACCOM-**  
**MODATION PLAN**  
**RECOMMENDATIONS**  
**FOR 2009-10**  
10/33

On motion of Mr. Reale, seconded by Ms. Fitzgerald, it was resolved on the recommendation of the Superintendent of Schools, to appoint Chairpersons of the Committee on Special Education, Committee on Preschool Special Education and parent members for the 2009-10 school year, as per Document #5/10, attached to the official minutes of this meeting. Motion carried unanimously.

**CHAIRPERSON**  
**CSE & CPSE**  
**PARENT**  
**MEMBERS**  
**FOR 2009-10**  
10/34

On motion of Ms. Fitzgerald, seconded by Mr. Cohen, it was resolved, on the recommendation of the Superintendent of Schools, to appoint regular education teachers to the Committee on Preschool Special Education for the 2009-10 school year, as per document #6/10, attached to the official minutes of this meeting. Motion carried unanimously.

**APPOINT**  
**REG. ED.**  
**TEACHERS TO**  
**CPSE FOR 2009-10**  
10/35

On motion of Mr. Cohen, seconded by Mr. Reale, it was resolved, on recommendation of the Superintendent of Schools, to approve the VESID Online list of Impartial Hearing Officers for the 2009-10 school year. Motion carried unanimously.

**APPROVE**  
**VESID ONLINE**  
**LIST OF**  
**2009-10**  
**IMPARTIAL**  
**HEARING OFFICERS**  
10/36

**APPROVE  
MEDICAID  
POLICY**

10/37

On motion of Mr. Reale, seconded by Ms. Fitzgerald, it was resolved, on recommendation of the Superintendent of Schools that the following Medicaid Policy be approved effective July 9, 2009:

“The Board of Education and district staff shall comply with the requirements described in the New York State Education Department letter dated February 6, 2007 titled “Medicaid Reimbursement Billing Requirements, and the Office of the Medicaid Inspector General Medicaid-in-Education Alerts #07-2 and #07-3. Procedures will be implemented pertaining to these new requirements before claims are submitted for payment to ensure speech therapy and special transportation meet those requirements as well as meeting those documentation requirements outlined in the Medicaid-in-Education Handbook #6, including all updates.”

Motion carried unanimously.

It was noted that some of the special education students’ services qualify under NYS Medicaid Law. It was also noted that this is one of the areas that New York State might reduce.

**GRANT  
PERMISSION FOR  
DR. M. SPACE  
TO ATTEND**

**CONFERENCES/  
CONVENTIONS**

10/38

On motion of Ms. Fitzgerald, seconded by Mr. Cohen, it was resolved, by the Board of Education, to grant permission for Dr. Marc Space to attend the following conferences and convention:

54 <sup>th</sup> Annual School Law Conf.	Aug. 7, 2009	SUNY New Paltz
AASA National Convention	Feb. 10-15, 2009	Phoenix, AZ

Motion carried unanimously.

(Motion 10/38 was amended in motion No. 10/44 to correct the February date to reflect 2010.)

**APPOINT  
ALEX GOFMAN  
WEBMASTER OF  
PVCSD WEBSITE**

**JULY 1, 2009-  
JUNE 30, 2010**

10/39

On motion of Mr. Cohen, seconded by Mr. Reale, it was resolved, on the recommendation of the Superintendent of Schools, to appoint Alex Gofman, Webmaster of the Putnam Valley Central School District Website, July 1, 2009 through June 30, 2010 at a stipend of \$9,360.00. Motion carried unanimously.



It was noted that the Twilight Program was an alternative to an alternate high school that other districts and BOCES run. Mr. Lee noted that the program cost about \$50,000 in total and that the Alternative High School at BOCES cost, after State aid, about \$15,000 per student. We have had as many as 15 students in the Twilight program. Dr. Space noted that former High School Assistant Principal, Dr. David Fine, started the Twilight Program.

**ACCEPT**                      On motion of Mr. Cohen, seconded by Mr. Reale, it was resolved, on  
**RESIGNATION**              recommendation of the Superintendent of Schools, to accept, with regret,  
**ANGELA GORNIAK**            the resignation for the purpose of retirement of Angela Gorniak, effective  
**EFFECTIVE**                      December 31, 2009, as per Document #7/10, attached to the official  
**12/31/2009**                      minutes of this meeting. Motion carried unanimously.  
10/42

**APPROVE**                      On motion of Mr. Reale, seconded by Mr. Cohen, it was resolved on  
**PERSONNEL**                      recommendation of the Superintendent of Schools to take personnel actions as  
**ACTIONS**                              per Document #8/10, attached to the agenda and the official minutes  
10/43                                      of this meeting. Motion carried unanimously.

It was noted that the personnel items included additional pay for coaches whose seasons were extended; summer bus drivers and monitors (for some of our Special Education children who go to school during the summer) and the grade, subject matter and building mentor teacher leaders.

**PUBLIC CONTRIBUTION PERIOD**

Mr. Cohen discussed that he attended the Westchester Putnam School Board Association (WPSBA) workshop on negotiations. Approximately 50 superintendents, board members and labor lawyers attended the workshop. Because of the labor laws, only general discussions were held, but districts did share their contracts. The Contracts Group at PNW BOCES will issue memorandums of agreement in a more timely manner. Board members were given copies of the presentations. There will be three additional meetings this year.

It was noted that there might be a special Board of Education Meeting in the beginning of August to approve the tax warrants. As soon as the Business Office has the material, a meeting will be called. It was noted that, as in the past, this meeting might be in the morning. There will be only one agenda item.

It was also noted that the Board of Education, Superintendent, the administrative team and the building principals will have a day-long retreat meeting to be scheduled in late July or August. Also, there may be another Special Meeting of the Board of Education scheduled. The next scheduled Board of Education meeting is August 20.

Dr. Space asked the members of the Board who would consider being the WPSBA liaison and the Board Legislative Action Committee member. Ms. Fitzgerald agreed to continue to serve on the Legislative Action committee. Ms. Fitzgerald noted that they had recently met with Assemblywoman Sandy Galef and town leaders to discuss sharing of services. Mr. Cohen will serve as the WPSBA liaison.

It was noted that the dates in motion #10/38 for the Superintendent’s trip to Arizona had the wrong year.

On a motion by Mr. Cohen, seconded by Mr. Reale, motion #10/38 was amended to read as follows:

**AMEND DATE**  
**SUPT. CONF. &**  
**CONVENTIONS**  
**MOTION #38**

It was resolved by the Board of Education, to grant permission for Dr. Marc Space to attend the following conference and convention:

- 54<sup>th</sup> Annual School Law Conference, August 7, 2009, SUNY New Paltz
- AASA National Convention, Feb. 10-15, 2010, Phoenix, Arizona

10/44

Motion carried unanimously.

At 8:42pm, on a motion by Ms. Mackay, seconded by Mr. Cohen, the Board of Education and the Superintendent moved into Executive Session to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. Ms. Mackay stated that upon the Board’s return from Executive Session, no new business would be conducted. Motion carried unanimously.

**EXECUTIVE**  
**SESSION**  
10/45

At 9:24pm, on motion of Mr. Reale, seconded by Ms. Fitzgerald, the Board of Education moved out of executive session. Motion carried unanimously.

**ADJOURN**  
**EXEC. SESSION**  
10/46

There being no further business, the meeting was adjourned at 9:25pm on a motion by Mr. Reale, seconded by Mr. Cohen. Motion carried unanimously.

**ADJOURN**  
**MEETING**  
10/47

Submitted by  
Maureen Bellino  
District Clerk