

# MINUTES OF OPEN MEETING

## BOARD OF EDUCATION

PUTNAM VALLEY CENTRAL SCHOOL DISTRICT  
146 PEEKSKILL HOLLOW ROAD  
PUTNAM VALLEY, NEW YORK 10579

TIME:7:00pm  
No.Pages: 10

Type of Meeting: Business Mtg.

Date: October 22, 2009

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**BOARD OF EDUCATION:** Tina Mackay, President PRESENT  
Guy Cohen, Vice President  
Valerie Fitzgerald, Trustee

Mary Maus, Trustee (Absent-Notified)  
Frank Reale, Trustee (Absent-Notified)

**ADMINISTRATORS:** Marc Space, Superintendent  
Barbara Fuchs, Assistant Superintendent for Curriculum & Personnel  
Paul Lee, Assistant Superintendent for Finance & Technology  
Jamie Edelman, Elementary School Principal  
Nick Bellantoni, Director of Buildings, Grounds & Transportation  
Mark Lybolt, Director of Athletics, Physical Education & Health

**OTHERS:** Maureen Bellino, District Clerk  
Daniel Cray & Christopher Nelson, Student Reps. to the BOE  
Dominic Consolo from Bennett Kielson & Storch, Auditors  
Reporter from PCNR  
Approximately 15 members of the community, faculty, staff and members of the football team.

Ms. Mackay convened the meeting at 7:32pm with the pledge of allegiance.

CONVENE MEETING

On motion by Ms. Mackay, seconded by Mr. Cohen, it was resolved to approve the minutes of the Business Meeting of September 17, 2009 and the Work Session/Business Meeting of October 1, 2009. Motion carried unanimously.

APPROVE  
MINUTES  
10/117

## ANNOUNCEMENTS OF GENERAL INTEREST

Dr. Space introduced Mr. Mark Lybolt to present the Pride In Putnam Valley recognition to Mr. Thomas Hirsch for his invaluable service to the District in his role as voluntary videographer since the High School opened in September 2000. Coaches Kuczma, Carano, and Heitman also offered their thanks to Mr. Hirsch.

Dr. Space asked Ms. Edelman to introduce the next presentation. Ms. Edelman introduced and thanked Putnam Valley resident and sculptor, Mr. Anthony Padovano, for donating his work of a bust sculpture of Abraham Lincoln to the Elementary School. Ms. Edelman noted that Mr. Padovano had previously visited the Elementary School to work with the students.

Mr. Dominick Consolo of Bennett Kielson Storch DeSantis, the District's external auditors, presented to the Board of Education their external audit report regarding the District's finances for the 2008/2009 school year. Mr. Consolo noted that the District is in good financial shape due to the strong leadership of Mr. Paul Lee. They noted in their Management Letter that the District is well run.

The estimated unspecified fund balance is at the NYS limit of 4% and that there are monies in funds to assist with the estimated significant increase in teachers and staff retirement system contributions. The school budget was within 98% of the original estimates. He made recommendations for the District to institute two policies in the District's 6000 policy series: one with respect to the governance and management of finances and one with respect to "whistle blowers" that they will be protected. It was noted that the District Audit committee reviewed the report. The report is attached to the official minutes of this meeting.

Mr. Paul Lee presented a summary of the first quarter finances (report attached to the official minutes of this meeting). Mr. Lee noted that the current estimate of lost state aid is \$314,000 based on Governor Patterson's recommendation.

Dr. Space noted that this was National School Board Recognition Week and wanted to recognize the Putnam Valley Board for their volunteerism. He also informed the Board that Ms. Katherine Brechner of Croton Harmon was elected by the participating districts as the new board member for NWP BOCES. Dr. Space also noted that he is having continuing dialog with the Health Department related to the H1N1 (Swine) flu. He informed the Board that the Health Department originally wanted to come to the schools to vaccinate the students during a school day. Dr. Space explained his concerns for this type of process which included a lost day of instruction and the potential of a chaotic scene (students not wanting to be vaccinated or parents wanting to be present during the inoculations). Dr. Space shared a statement from the Putnam Valley nurses (attached to the official minutes of this meeting). Dr. Space noted he did not wish to pursue the vaccinations during the school day.

Dr. Space informed the Board that the Dept. of Health was also asking permission to hold a vaccination clinic on a Saturday at the Middle School for Putnam Valley residents who fall into the risk groups. Mr. Cohen noted he would support the Saturday clinic. Ms. Mackay asked if there would be any costs to the District associated with the clinic. Dr. Space noted that there would be custodial and utility expenses but the District would discuss this with the county since this was a community service event.

Mr. Lybolt informed the Board that all coaches need to be fingerprinted since they are considered a one-year appointment and the state considers these appointments to be new employees. If the coach was continuously employed by the District from year to year, there would only be a one-time expense of approximately \$100. It was agreed that this expense should be paid by the employee/coach. The current roster of coaches includes eleven internal and three external coaches that need to be fingerprinted. There are thirty-four coaches that are fingerprinted.

Mr. Lybolt then gave a presentation on athletics in the District (presentation attached to the official minutes of this meeting). Mr. Lybolt noted that the Physical Education Department were starting fitness tests which are part of the FITSTAT program and he would share the results at an upcoming meeting. Mr. Lybolt also provided information related to coaching evaluations in the areas of communication to the players, spectators and the District; organizational skills; coaching skills and personnel development. This evaluation process is being put in place for the fall 2009 coaches. Mr. Lybolt also noted that there is a catalog of the videotapes of Putnam Valley sporting events that are now available for viewing in the Athletic Office. Speakers at the turf field have been replaced and the technical equipment in the press box has been upgraded. The Athletic Department will use email, Facebook and Twitter to communicate sporting news and the Athletic Department web page will continue to be updated.

The student representatives to the Board reported on an enjoyable Spirit Week at the High School. The Kelly Cortesi scholarship fundraiser during the bonfire event was a success. They noted that the football team was having their post-season match during the upcoming weekend. Also, they acknowledged the 16 present and former PVHS students who were recognized for achieving AP Scholar Awards: Victoria Hamilton, Janelle Herelle, Kristen Macher (AP Scholars with Distinction); Dillon Chesnut, Jenna Isabella, Megan Mahoney, Hannah Parzen (AP Scholars with Honor); Ian Azcue, Daniel Consolazio, Jennifer Davis, Eric Ebeling, Gavin Rinaldo, Jake Rosner, Georgia Sommer, Natalie Stockinger, Patrick Treacy (AP Scholar Awards).

The student representatives noted the High School community was grieving the loss of a student and a moment of silence was held in her memory and honor at this meeting.

There was no report from the PTA or PTSA.

## **PUBLIC CONTRIBUTION ON AGENDA ITEMS**

Ms. Mackay asked for public contribution on agenda items. There was no contribution and the Board entered into New Business. It was noted that motion 18 on the agenda would be tabled and discussed in executive session. Action on this motion may be taken after the executive session.

## **NEW BUSINESS**

**ACCEPT**  
**DONATION OF**  
**A.LINCOLN SCULPTURE**  
**FROM A.PADOVANO**  
10/118

On motion of Ms. Fitzgerald, seconded by Mr. Cohen, it resolved, on recommendation of the Superintendent of Schools, to accept the generous donation of a bust sculpture of Abraham Lincoln, with a value of approximately \$5,000, from Mr. Anthony Padovano to the Putnam Valley Central School District. Motion carried unanimously.

**ACCEPT**  
**2009 FISCAL AUDIT RPT.**  
**&MNGMNT. LTR BY**  
**BENNETT KIELSON**  
**INDEP. AUDITORS**  
10/119

On motion by Mr. Cohen, seconded by Ms. Fitzgerald, it was resolved to accept the 2009 fiscal audit report and management letter for the Putnam Valley Central School District completed by Bennett Kielson Storch Desantis Division of O'Connor Davies Munns & Dobbins, the independent auditors for the District. Motion carried unanimously.

**AGREEMENT WITH**  
**PUTNAM CO. BUREAU**  
**OF EMERGENCY**  
**SERVICES FOR USE OF**  
**DISTRICT FACILITIES**  
**AS MASS CARE**  
**SHELTERS**  
10/120

On motion by Ms. Fitzgerald, seconded by Mr. Cohen, it was resolved, on recommendation of the Superintendent of Schools, that the Putnam Valley Central School District Board of Education enter into an agreement with the Putnam County Bureau of Emergency Services for the use of District facilities as mass care shelters, as per Document #35/10, attached to the official minutes of this meeting. Motion carried unanimously.

It was noted that the Putnam County Emergency services would use the District as an emergency shelter if necessary.

On motion of Mr. Cohen, seconded by Ms. Fitzgerald, it was resolved, on recommendation of the Superintendent of Schools, to approve an educational contract for one student with the Carmel Central School District as per Document #36/10 attached to the official minutes of this meeting. Motion carried unanimously.

**APPROVE EDUC.  
CONTRACT W/CARMEL  
CENTRAL SCHOOL  
DISTRICT**  
#10/121

It was noted that this is a contract for a student to attend Putnam Valley Central Schools.

On motion of Ms. Fitzgerald, seconded by Mr. Cohen, it was resolved, on recommendation of the Superintendent of Schools, to approve a 2007-08 Health Service Contract with Mahopac Central School District for two students at \$730.00 per student for a total of \$1,460.00 as per Document #37/10 attached to the official minutes of this meeting. Motion carried unanimously.

**APPROVE  
HEALTH SERVICE  
07-08 CONTRACT  
W/MAHOPAC CENTRAL  
SCHOOL DISTRICT**  
#10/122

It was noted that this contract is for Putnam Valley students attending private or parochial schools in Mahopac.

On motion of Mr. Cohen, seconded by Ms. Fitzgerald, it was resolved, on recommendation of the Superintendent of Schools, to direct the tax collector to make taxable value adjustments to the 2009-10 school tax rolls for the following parcels and correct the tax warrant and to send corrected school tax bills to the following taxpayers:

**DIRECT THE TAX  
COLLECTOR TO MAKE  
TAXABLE VALUE  
ADJUSTMENTS TO THE  
2009-10 TAX ROLLS**  
#10/123

<u>Taxpayer</u>	<u>SBL</u>	<u>Old Taxable Value</u>	<u>New Taxable Value</u>
UJA Federation of Jewish Philanthropies of NY	51.-1-2	922,000	0
Paccione	91.25-2-2	201,000	140,310
Longhi	73.18-1-3	284,410	81,410
Sonn	63.-2-14	612,500	569,000

It was noted that this is a loss of over \$1,000,000 in assessed value. Mr. Lee noted that this represented a loss of \$24,000 of tax revenue and the Tax Certiorari Fund covers this loss.

**ACCEPT PROTOCOLS  
FOR BOARD/SUPT.  
ROLES &  
RESPONSIBILITIES**  
#10/124

On motion by Ms. Fitzgerald, seconded by Mr. Cohen, it was resolved that the Board of Education accept the Protocols for Board/Superintendent Roles and Responsibilities as per Document #38/10, attached to the official minutes of this meeting. Motion carried unanimously.

**APPROVE MASTER  
PLANNING CALENDAR**  
#10/125

On motion by Mr. Cohen, seconded by Ms. Fitzgerald, it was resolved that the Board of Education approve the Master Planning Calendar as per Document #39/10, attached to the official minutes of this meeting. Motion failed to pass--0 ayes, 3 nays.

The Board noted that they voted against this motion due to the master plan schedule regularly changing and should not be adopted.

**APPOINT MEMBERS OF  
THE SCHOOL BUDGET  
COMMITTEE FOR 2010-  
11 BUDGET PLANNING  
PROCESS**  
#10/126

On motion by Ms. Fitzgerald, seconded by Mr. Cohen, it was resolved on recommendation of the Superintendent of Schools, to appoint the following people as members of the School Budget Committee for the 2010-11 budget planning process:

Brothers, Bruce-ES BSC  
Canavan, Robert-CSEA  
Cohen, Jerri  
Denike, Jeannie-PTA  
Doty, Greg—Student Rep  
Girolamo, Dan-CSEA  
Hendrickson, Paul-PV Enhancement Committee  
Higgins, Marilyn-CSEA  
MacDonald, Elise-CSEA  
Mello, Matt-PVFT-HS  
Parmly, Barbara-PVFT-ES  
Rufo, Jeanine-PTSA  
Segreto, Alison-Hudson Valley Gateway Chamber of Commerce  
Sepa, Jodi-PVFT-MS  
Sharples, Rita-Rotary Club  
Spittal, Lisa-PVEF  
Tompkins, Stacey-PTA  
Yetter, Gene-PV Town Board  
Zarcone, Marie—PVBA  
Lion's Club Rep-To Be Named

It was noted that the Lions' Club representative would be appointed at a future meeting. It was also noted that one of the budget committee members is a former teacher (retired) who will continue to serve on the committee. There was a discussion of who would be representing the Town Board. The discussion concluded that it should be the Town's decision but the representative needs to be aware that it is a commitment for all the meetings.

On motion of Mr. Cohen, seconded by Ms. Fitzgerald, it was resolved, on recommendation of the Superintendent of Schools, to extend Ms. Liz Giusti 's leave replacement appointment from December 8 through December 18 as an Art teacher at the Putnam Valley Elementary School (or sooner at the discretion of the Board of Education), on step 1-MA of the P.V.F.T. salary schedule. Motion carried unanimously.

**EXTEND LV. REPL.**  
**APPT. L.GIUSTI, ART**  
**TEACHER, PVES TO**  
**12/18/09**  
**#10/127**

On motion of Ms. Fitzgerald, seconded by Mr. Cohen, it was resolved, on the recommendation of the Superintendent of Schools, to approve High School club advisors and stipends as per Document #40/10 attached to the official agenda and minutes of this meeting. Motion carried unanimously.

**APPROVE**  
**HS CLUB**  
**ADVISORS/STIPENDS**  
**#10/128**

On motion of Mr. Cohen, seconded by Ms. Fitzgerald, it was resolved, on the recommendation of the Superintendent of Schools, to approve Middle School club advisors and stipends as per Document #41/10 attached to the official agenda and minutes of this meeting. Motion carried unanimously.

**APPROVE**  
**MS CLUB**  
**ADVISORS/STIPENDS**  
**#10/129**

On motion of Ms. Fitzgerald, seconded by Mr. Cohen, it was resolved, on recommendation of the Superintendent of Schools, to approve Mr. Gerard Kerley as a Varsity Boys' Soccer Assistant on Step 1 of the P.V.F.T. coaching salary schedule in the amount of \$3,636 pro-rated to \$2,644 as per Document #42/10 attached to the official agenda and minutes of this meeting. Motion carried unanimously.

**APPROVE**  
**G. KERLEY VARSITY**  
**BOYS' SOCCER ASST.**  
**#10/130**

**ACCEPT RESIGNATIONS  
FOR RETIREMENT**

**K.KIMBALL**  
**E. LOPUZZO**  
**T. ZAGORSKI**

**EFF. 6/30/10**  
**#10/131**

On motion of Mr. Cohen, seconded by Ms. Fitzgerald, it was resolved, on recommendation of the Superintendent of Schools, to accept the resignation, with regret, of the following individuals for the purpose of retirement:

<u>Name</u>	<u>Document No.</u>	<u>Effective Date</u>
Ken Kimball	#43/10	June 30, 2010
Eileen LoPuzzo	#44/10	June 30, 2010
Teresa Zagorski	#45/10	June 30, 2010

Motion carried unanimously

**APPROVE 4TH GRADE  
OVERNIGHT TRIP  
TACONIC EDUC. CTR.**

**#10/132**

On motion of Ms. Fitzgerald, seconded by Mr. Cohen, it was resolved, on recommendation of the Superintendent of Schools, to authorize approval for the following fourth grade classes to attend a two-night overnight trip to the Taconic Outdoor Education Center as per the dates listed below:

June 2 through June 4 Mrs. Beyrer's and Mrs. Boyd's classes  
June 7 through June 9 Mr. Sperling's and Ms. Butter's classes  
June 9 through June 11 Mrs. Bailey's and Mrs. Hayes' classes

Motion carried unanimously.

**APPROVE  
SUPT. & BOE TO ATTEND  
WPSBA JOINT DINNER**

**11/12/09**  
**#10/133**

On motion of Mr. Cohen, seconded by Ms. Ms. Fitzgerald, it was resolved, on recommendation of the Superintendent of Schools, to approve registration for the Superintendent and Board of Education members to attend the 32nd Annual School Boards & Superintendents' Joint Dinner sponsored by the Westchester-Putnam School Boards Association on November 12, 2009 at a cost of \$45 per person. Motion carried unanimously.

It was noted that this motion gives the Superintendent permission to attend the meeting.

**ACCEPT DONATION  
FROM JOAN  
KLEINEGRIS FOR THE  
JOHN C. KLEINEGRIS  
SCHOLARSHIP FUND**

**#10/134**

On motion of Ms. Fitzgerald, seconded by Mr. Cohen, it was resolved, on recommendation of the Superintendent of Schools, to accept the generous donation of \$1,000 from Mrs. Joan Kleinegris to be placed in the John C. Kleinegris Memorial Scholarship fund. Motion carried unanimously.

On motion of Mr. Cohen, seconded by Ms. Fitzgerald, it was resolved to table motion #18, a resolution granting the Board of Education under section 913 of the NYS law the right to require that a staff member be seen by a District specified physician. Motion carried unanimously.

**TABLE MOTION #18**  
**RE: STAFF MEMBER**  
**SEEING DISTRICT**  
**SPECIFIED PHYSICIAN**  
#10/135

It was noted that the Board will discuss this in Executive Session and may decide to take action on this motion after the Executive Session to be held at the end of this meeting.

On motion of Ms. Fitzgerald, seconded by Mr. Cohen, it was resolved, on recommendation of the Superintendent of Schools, to make CSE/CPSE placements as per Document #46/10 attached to the official agenda and minutes of this meeting. Motion carried unanimously.

**MAKE CSE/CPSE**  
**PLACEMENTS**  
#10/136

On motion of Mr. Cohen, seconded by Ms. Fitzgerald, it was resolved, on recommendation of the Superintendent of Schools, to make personnel actions as per Document #47/10 attached to the official agenda and minutes of this meeting. Motion carried unanimously.

**MAKE PERSONNEL**  
**ACTIONS**  
#10/137

## **PUBLIC CONTRIBUTION PERIOD**

Ms. Mackay asked for public contributions.

Dr. Space noted that the November work session would include a discussion with the student representatives with respect to the community service requirement.

Ms. Fitzgerald updated the Board and the community on the NY School Boards Association annual convention. Ms. Fitzgerald noted that the Putnam Valley resolution related to the use of regional CPI was defeated but that the Board should try to submit it again at next year's convention. She also shared information related to the strategic planning process. Documents related to contract negotiations were given to Dr. Space who has shared the information to BOCES Superintendent, Dr. Tom Higgins. Ms. Fitzgerald also updated the Board on the Legislative Action Committee chaired by Assemblyperson Sandy Galef, which is looking at the topic of shared services.

Mr. Cohen ask the community to call and write Assemblyperson Galef and State Senator Vincent Leibell to ask them not to approve a mid-year cut in state aid to schools since school budgets are based on receiving this revenue. Mr. Cohen also noted that a \$1.6 billion cash shortfall by the State is also a possibility and that this could have additional impact. Mr. Cohen noted that he attended the NYSSBA's presentations on technology at their annual meeting. He noted that Putnam Valley Central School District continues to be in the forefront on technology implementation.

There were no comments from the community.

**EXECUTIVE  
SESSION**

#10/138

On motion by Ms. Mackay, seconded by Ms. Fitzgerald, the Board moved into Executive Session at 8:52pm for a matter related to the continuing employment of a particular person. Motion carried unanimously.

It was noted that the tabled motion #18 might be voted on after the Executive Session. Joining the Board in Executive Session were Drs. Space & Fuchs.

**ADJOURN  
EXECUTIVE SESSION**

#10/139

On motion by Mr. Cohen, seconded by Mr. Cohen, the Board moved out of Executive Session at 9:18pm. Motion carried unanimously.

**APPROVE  
DISTRICT  
REQUIRING PVCSD  
EMPLOYEE TO SUBMIT  
TO A MEDICAL  
EXAMINATION**

#10/140

On motion by Mr. Cohen, seconded by Ms. Fitzgerald, it was resolved, pursuant to the powers granted to the Board of Education under Education Law Section 913 to require any person employed by the School District to submit to a medical examination by school medical inspectors. Employee #733140 is hereby directed to contact Dr. XXXX and Dr. XXXX and to meet with Drs. XXXX on such days as the medical inspectors deem necessary to determine the capacity of employee #733140 to perform school-related duties. Motion carried unanimously.

It was noted that this is the motion that was tabled earlier in the meeting.

**ADJOURN  
MEETING**

#10/141

On motion by Mr. Cohen, seconded by Ms. Fitzgerald, there being no further business, the meeting was adjourned at 9:20pm. Motion carried unanimously.

Submitted by:

Maureen Bellino, District Clerk