

Work Session/Business Meeting Minutes – October 1, 2008

BOARD OF EDUCATION: Tina Mackay, President PRESENT
Guy Cohen, Vice President
Trustees Mary Maus, Frank Reale and
Valerie Fitzgerald

ADMINISTRATORS: Dr. Marc Space, Superintendent of Schools
Paul Lee, Assistant Superintendent for
Finance and Technology

OTHERS: Auditors from ACCUME Partners, Auditor from Bennett Kielson
Storch DeSantis, Division of O'Connor Davies Munns &
Dobbins, LLPP, Student Representative to the Board of
Education Elizabeth Regan, staff from the Putnam Valley
School District, and community members

Ms. Mackay convened the Work Session/Business Meeting at 7:05 p.m. CONVENE
MEETING

Ms. Mackay noted that both the Internal and External Auditors met with the Audit Committee during the last hour. The Committee reviewed the reports and there were no major issues of concern.

ANNOUNCEMENTS OF GENERAL INTEREST

Mr. Jim Cavanaugh auditor from ACCUME Partners, Internal Auditors, presented a summary of their review of the payroll and human relations processes and procedures. There were no major significant finds. It was mentioned that even though we have separate systems for payroll and human relations, it works because of the diligence of the staff and the active involvement of Paul Lee. There was a concern expressed that when Paul Lee retires, the next Business Manager may not be as active or hands on. The report is attached.

Mr. Domenic Consuelo, auditor from Bennett Kielson Storch DeSantis, Division of O'Connor Davies Munns & Dobbins, LLPP, presented a summary of their audit of the District's financial status. The audit report is attached. The District has a fund balance at the legal limit of 4% of total budget (\$1.7 million). Our estimates at the time of budget were within 1% of the final amounts for expenditures and 3% for revenues. The District is in strong financial shape at this time.

The Board discussed Mr. Sperling's proposed 4th Grade Overnight Trip to Madden Outdoor Education Center on October 16 and 17, 2008. There were no questions.

The Board discussed the 2008 Citizens' Budget Advisory Committee. The Board will invite last year's members to rejoin the group and also ask for new volunteers. Two student representatives will continue to serve on the Committee. It is hope the Committee will begin their work in December 2008, with a detailed review of last year's budget and processes. In January they should be in a strong position to assist and advise on the development of the 2009-10 budget. It was noted that they should be knowledgeable on the process for the generation of the actual tax rate and tax amounts so they can also be a source of information for the community.

The Board, in accordance with policy, reviewed two tools/questionnaires to permit them to evaluate their performance. Mr. Reale will take the lead in integrating the two tools.

Student Representative to the Board of Education Elizabeth Regan announced the Homecoming Football game on Friday, October 17 at 7:00 p.m. and a delay in the fall drama because of problems in obtaining rights to "Noises Off."

Ms. Mackay asked for public contribution on agenda items.

A community member noted that she could poll other districts and resources to determine if they have "tax tutorial" material that the District may be able to use.

ACCEPT
2008 EXTERNAL
AUDIT REPORT
09/93

On motion of Mr. Reale, seconded by Ms. Fitzgerald, it was resolved, by the Board of Education, to accept the 2008 External Audit Report by Bennett Kielson Storch DeSantis, Division of O'Connor Davies Munns & Dobbins, LLPP. Motion carried unanimously.

RESCIND
MOTION #09/81
09/94

On motion of Ms. Fitzgerald, seconded by Ms. Maus, it was resolved, by the Board of Education to rescind Motion #09/81 casting one vote for Thomas Knight for Area 10 Director of the New York State School Boards Association. Motion carried unanimously.

CAST VOTE
P. ZUGIBE
NYSSBA
AREA 10 DIRECTOR
09/95

On motion of Ms. Maus, seconded by Mr. Cohen, it was resolved, by the Board of Education, to cast one vote for Peggy Zugibe, Haverstraw-Stony Point for a two-year term on the Board of Directors of the New York State School Boards Association from Area 10. Motion carried 4 ayes, 1 nay.

APPROVE
4TH GRADE TRIP TO
MADDEN OUTDOOR
EDUCATION CENTER
09/96

On motion of Mr. Cohen, seconded by Mr. Reale, it was resolved, on recommendation of the Superintendent of Schools, to approve the 4th Grade trip to Madden Outdoor Education Center On October 16 and 17, 2008. Motion carried unanimously.

PUBLIC CONTRIBUTION PERIOD

Ms. Mackay asked the Board and community for any other items for discussion.

The Board and community recognized the members of the business and administrative audience (Dolores Bellomo, Barbara O’Hare, Ingrid Polewaski) who were at the meeting for their strong work, along with their colleagues for the positive audit reports.

Ms. Fitzgerald asked if there had been any movement with respect to the number of coaches. It was mentioned that the Athletic Coordinator is meeting with the modified committee to develop/finalize a recommendation.

Ms. Mackay noted the current financial position of the state and believes the District should prepare for the worst. It was noted that state aid for 2009-10 most likely would not be maintained and during the State Budget crisis of the early 1990’s stopped paying the aid in January. Dr. Space noted that we are in stronger shape than most districts. Dr. Space and his team will be addressing this issue as more information is obtained, and except for monitoring the situation, no immediate actions are needed.

Ms. Mackay announced the Board would move into Executive Session to discuss personnel matters to review tenure candidates.

At 8:10 p.m., on motion of Ms. Mackay, seconded by Ms. Maus, the Board moved into Executive Session to discuss personnel matters to review tenure candidates. Motion carried unanimously.

EXECUTIVE
SESSION
09/97

At 8:44 p.m., on motion of Mr. Reale, seconded by Ms. Maus, the Board returned from Executive Session and at 8:46 p.m., there being no further business to discuss, the meeting was adjourned.

ADJOURN
MEETING
09/98

Submitted by
Guy Cohen
Vice President
Board of Education

Submitted by
Linda Pregiato
District Clerk