

Business Meeting Minutes – December 21, 2006

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

ADMINISTRATORS: Gary Tutty, Superintendent of Schools  
Dr. Barbara Fuchs, Assistant Superintendent  
for Curriculum and Instruction  
Paul Lee, Assistant Superintendent for  
Business and Finance  
Edward Hallisey, Middle School Principal  
Jamie Edelman, Elementary School Principal  
Nick Bellantoni, Director of Operations

OTHERS: Regina Pagani, Student Representative to the Board of Education,  
Reporter from the Putnam County News, staff from  
the Putnam Valley School District and community members

Ms. Mackay convened the Work Session at 7:01 p.m. CONVENE  
MEETING

On motion of Mr. Reale, seconded by Ms. Zarcone, it was resolved, to approve APPROVE  
the minutes of the Work Session/Business Meeting of November 16, 2006. MINUTES  
Motion carried unanimously. 07/140

Ms. Mackay announced the Treasurer's Report for October was posted in the Business Office and  
available for anyone wishing a copy.

**ANNOUNCEMENTS OF GENERAL INTEREST**

Mr. Edward Hallisey, Middle School Principal, and a representative of the Putnam Valley Lions Club, Ms. Maureen McLaughlin presented certificates to winners in the Peace Poster Contest. The recipients were Mace Coleman, Kate Baumann, Alizabeth Mimich, Nicole Belen, Danielle Alba, Jonathan Helm, Huch McCann, Thomas Farcone, Kyle Fitzsimmons, Kelly Brown, Marissa Gonzalez, Alexis Lussier, Richie Gonzalez, Jessica Spiegel, Ashley Riley, Tyler Schaher, Michael Vendetti, Mariah Fontane, Gina Castro, and Gabrielle Honors.

Mr. Hallisey reviewed the District’s presentation at NYSCATE.

Mr. Nick Bellantoni showed slides of improvements and repairs made throughout the District.

Regina Pagani, Student Representative to the Board of Education, updated the Board and community on student activities.

Ms. Mackay asked for public comments on agenda items

DESIGNATE On motion of Mr. Reale, seconded by Ms. Zarcone, it was resolved, by the Board  
DATE/TIMES of Education of Putnam Valley Central School District, Putnam County, New  
SPECIAL DISTRICT York, as follows:

VOTE

07/141

Section 1. That a Special District Meeting of the qualified voters of said School District shall be held at Putnam Valley High School, in Putnam Valley, New York, in said School District, on the 13 day of February, 2007, at 2:00 P.M. Prevailing Time, for the purpose of voting by voting machine upon the proposition hereinafter set forth. Polls for the purpose of voting will be kept open between the hours of 2:00 P.M. and 9:00 P.M. Prevailing Time. In the event school is cancelled the alternate date for the vote will be on the 15 day of February, 2007.

Section 2. The School District Clerk is hereby authorized to amend and or supplement the notice of the Special District Meeting hereinafter set forth from time to time as, in his or her discretion such amendment may be required.

Section 3. That the notice of said Special District Meeting, including the proposition to be voted upon, shall be in substantially the following form to-wit:

NOTICE OF SPECIAL DISTRICT MEETING

Putnam Valley Central School District,  
Putnam County, New York

The Board of Education of Putnam Valley Central School District, Putnam County, New York, HEREBY GIVES NOTICE that a Special District Meeting of the qualified voters of said School District will be held at Putnam Valley High School, in Putnam Valley, New York, in said School District, on the 13 day of February, 2007, at 2:00 P.M., Prevailing Time, for the purpose of voting by voting machine upon the proposition hereinafter set forth. Polls for the purpose of voting will be kept open between the hours of 2:00 P.M. and 9:00 P.M. Prevailing Time. In the event school is cancelled the alternate date for the vote will be on the 15 day of February, 2007

**PROPOSITION**

Shall the following resolution be adopted, to-wit:

RESOLVED that the Board of Education of Putnam Valley Central School District, Putnam County, New York, is hereby authorized to expend \$613,039 of State EXCEL Aid and \$476,961 of State Building Aid to construct an addition to and reconstruct the elementary and/or middle school building(s), including original furnishings, equipment, machinery, apparatus and other improvements and costs incidental thereto, at a revised maximum estimated cost of \$3,490,000 of which \$2,400,000 has been previously authorized as part of \$9,850,000 approved by voters on June 15, 2004, and is available therefor. NOTICE IS HEREBY FURTHER GIVEN that the aforesaid proposition will appear on the ballot labels of the voting machines used at such Special District Meeting in the following abbreviated form:

**PROPOSITION**

Shall the proposition set forth in the notice of this meeting authorizing expending \$613,039 of State EXCEL AID and \$476,961 of State BUILDING AID for the construction of an addition to and reconstruction of the elementary and/or middle school building(s), including site improvements at a revised maximum estimated cost of \$3,490,000; with \$2,400,000 of previously authorized funds to be used therefor be approved?

NOTICE IS ALSO HEREBY GIVEN that applications for absentee ballots may be applied for at the office of the School District Clerk. Any such application must be received by the District Clerk at least seven days before the date of the aforesaid Special District Meeting if the ballot is to be mailed to the voter, or the day before such Special District Meeting, if the ballot is to be delivered personally to the voter. A list of all persons to whom absentee ballots shall have been issued shall be available for public inspection in the office of the School District Clerk not less than five days prior to the date of the Special District Meeting (excluding Saturdays and Sundays) during regular office hours until the date of the aforesaid Special District Meeting.

**SEQRA DETERMINATION:** *The Board of Education has determined that the purpose described in the proposition herein set forth constitutes a Type II Action under the regulations of the State of New York promulgated pursuant to the State Environmental Quality Review Act, which, as such, will not have any significant adverse impacts upon the environment.*

Dated: Putnam Valley, New York  
December 21, 2006.

BY ORDER OF THE BOARD OF EDUCATION OF  
PUTNAM VALLEY CENTRAL SCHOOL DISTRICT,  
PUTNAM COUNTY, NEW YORK  
By Linda Pregiato  
School District Clerk

Section 4. That the School District Clerk is hereby authorized and directed to cause notice to be given of said Special District Meeting in substantially the form set forth herein by publishing the same four times within the seven weeks next preceding such district meeting, the first publication to be at least forty-five days before said meeting, in The Journal News, The North County News and The Putnam County News and Recorder, it being hereby determined that such newspapers are the only newspapers having a general circulation in said School District.

Section 5. This resolution shall take effect immediately.

A role call was taken resulting in the following:

Ms. Zarcone – Aye  
Mr. Reale - Aye  
Ms. Mackay - Aye  
Ms. Maus - Aye  
Mr. Cohen - Aye

On motion of Ms. Zarcone, seconded by Ms. Maus, it was resolved, on recommendation of the Superintendent of Schools, to adopt the Financial Section Policies of the District Policy Manual, Document #50/07, attached to the official minutes of this meeting, as follows:

ADOPT  
FINANCIAL SECTION  
POLICIES  
OF DISTRICT  
POLICY MANUAL  
07/142

Budget Planning and Development  
School District Budget Hearing  
Budget Adoption  
Contingency Budget  
Revenue  
Local Tax Levy  
Budget Implementation  
Payroll Procedures  
Reimbursement for Meals/Refreshments/Mileage and Expenses  
Accounting of Fixed Assets  
Insurance  
Financial Accountability  
Petty Cash Funds and Cash in school Buildings  
Publication of District's Annual Financial Statement  
Appointment and Duties of the Internal Claims Auditor  
Internal Audit Function  
Duties of the External (Independent) Auditor  
Audit Committee  
Maintenance of Fiscal Effort (Title I Programs)  
Federal Funds  
Use of Federal Funds for Political Expenditures  
Allegations of Fraud  
Budget Transfers  
District Credit Card  
Bonding of Employees and School Board Members  
Bonding of Employees and School Board Members  
Purchasing  
Competitive Bidding Procedures Regulation  
State Contracts  
Expenditures of School District Funds  
Sale and Disposal of School District Property  
Fiscal Accounting and Reporting  
Depositories of Funds

- Authorization of Signatures
- Duties of Tax Collector
- Duties of the School District Treasurer
- Duties of the Extraclassroom Activities Funds Treasurer
- Extraclassroom Activities Funds
- Extraclassroom Funds Regulation
- Extraclassroom Funds Management
- District Investments
- Borrowing of Funds
- Cellular Phone Use Policy

Motion carried unanimously.

APPOINT  
ACCUME  
PARTNERS  
DISTRICT  
INTERNAL  
AUDITOR  
 07/143

On motion of Ms. Maus, seconded by Mr. Cohen, it was resolved, on recommendation of the Audit Committee to appoint ACCUME Partners, 80 Broad Street, New York, NY 10004, as the District Internal Auditor. Motion carried unanimously.

APPROVE  
2006-07  
HEALTH &  
WELFARE  
SERVICES CONT.  
CARMEL CSD  
 07/144

On motion of Mr. Cohen, seconded by Mr. Reale, it was resolved, on recommendation of the Superintendent of Schools, to approve the following 2006-07 contract for Health and Welfare Services provided to resident students of Putnam Valley attending non-public schools within the following school district, as per the document attached to the official minutes of this meeting and authorize the President of the Board of Education to sign the contract:

<u>DOCUMENT #</u>	<u>SCHOOL DISTRICT</u>	<u># OF STUDENTS</u>	<u>COST PER STUDENT</u>	<u>TOTAL COST</u>
#51/07	Carmel	1	\$685.63	\$685.63

Motion carried unanimously.

ACCEPT  
IBM COMMUNITY  
GRANT  
TO BE USED IN  
PVES  
 07/145

On motion of Mr. Reale, seconded by Ms. Zarcone, it was resolved, on recommendation of the Superintendent of Schools, to accept an IBM Community Grant in the amount of \$968.00 to be used in the Putnam Valley Elementary School. Motion carried unanimously.

On motion of Ms. Zarcone, seconded by Ms. Maus, it was resolved, on recommendation of the Superintendent of Schools, to accept a generous donation of a tenor sax, valued at approximately \$1,000.00, from Mr. John Ringbom, to be used in the Putnam Valley Middle School. Motion carried unanimously.

ACCEPT  
DONATION  
J. RINGBORN  
TO BE USED  
IN PVMS  
07/146

On motion of Ms. Maus, seconded by Mr. Cohen, it was resolved, on recommendation of the Superintendent of Schools, to accept a generous donation of a buffet crampton nickel-plated flute, valued at approximately \$175.00, from O’Rene Innis-Nahow, to be used in the Putnam Valley Middle School. Motion carried unanimously.

ACCEPT  
DONATION  
O. INNIS-NAHOW  
TO BE USED  
IN PVMS  
07/147

On motion of Mr. Cohen, seconded by Mr. Reale, it was resolved, on recommendation of the Superintendent of Schools, to accept a generous donation of a color printer, valued at approximately \$150.00, from Mrs. Janine O’Connor, to be used in the Putnam Valley Middle School. Motion carried unanimously.

ACCEPT  
DONATION  
J. O’CONNOR  
TO BE USED  
IN PVMS  
07/148

On motion of Mr. Reale, seconded by Ms. Zarcone, it was resolved, on recommendation of the Superintendent of Schools, to approve CSE/CPSE Placements, as per Document #52/07, attached to the official minutes of this meeting. Motion carried unanimously.

APPROVE  
CSE/CPSE  
PLACEMENTS  
07/149

On motion of Ms. Zarcone, seconded by Ms. Maus, it was resolved, on recommendation of the Superintendent of Schools, to establish a Girls’ Varsity Lacrosse Program and a coaching position for the spring of 2007. Motion carried unanimously.

ESTABLISH  
2007 SPRING  
GRILS’ VARSITY  
LACROSSE PGM.  
& COACHING POS.  
07/150

On motion of Ms. Maus, seconded by Mr. Cohen, it was resolved, on recommendation of the Superintendent of Schools, to approve additional 2006-07 winter sports coaches/stipends, as per Document #53/07, attached to the official minutes of this meeting. Motion carried unanimously.

APPROVE  
ADDITIONAL  
2006-07  
WINTER SPORTS  
COACHES/STIPENDS  
07/151

On motion of Mr. Cohen, seconded by Mr. Reale, it was resolved, on recommendation of the Superintendent of Schools, to appoint Valerie Strecher to a two-month leave replacement position as a science teacher at the Putnam Valley High School, on Step 1MA of the P.V.F.T. salary schedule, effective December 18, 2006 through February 13, 2007 (or sooner at the discretion of the Board of Education). Motion carried unanimously.

APPOINT  
V. STRECHER  
2-MON LEAVE  
REPL. POS.  
PVHS  
07/152

APPOINT On motion of Mr. Reale, seconded by Ms. Zarccone, it was resolved, on  
K. TYRA recommendation of the Superintendent of Schools, to appoint Kimberly Tyra  
6-MON. PROB APPT to a six-month probationary appointment as a School Monitor at the  
SCHOOL MONITOR Putnam Valley Elementary School, on Step 1 of the C.S.E.A. salary schedule,  
PVES effective December 21, 2006 through June 30, 2007. Motion carried unanimously.  
EFF. 12/21/06-6/30/07  
07/153

APPOINT On motion of Ms. Zarccone, seconded by Ms. Maus, it was resolved, on  
K. THORNTON recommendation of the Superintendent of Schools, to appoint Kristopher Thornton  
PERM. POSITION to a permanent position as a Computer Support Specialist, effective October 26, 2006,  
COMPUTER as a result of the Civil Service competitive exam #12605, dated October 26, 2006.  
SUPPORT SPECIALIST Motion carried unanimously.  
EFF. 10/26/06  
07/154

APPOINT On motion of Ms. Maus, seconded by Mr. Cohen, it was resolved, on  
L. SHERWOOD recommendation of the Superintendent of Schools, to appoint Laura Sherwood  
PERM. POSITION to a permanent position as a Computer Support Specialist, effective  
COMPUTER October 26, 2006, as a result of the Civil Service competitive exam #12605,  
SUPPORT SPECIALIST dated October 26, 2006. Motion carried unanimously  
EFF. 10/26/06  
07/155

APPOINT On motion of Mr. Cohen, seconded by Mr. Reale, it was resolved, on  
A. GOFMAN recommendation of the Superintendent of Schools, to appoint  
PERM. POSITION Alexander Gofman to a permanent position as a Computer Support Specialist,  
COMPUTER effective October 26, 2006, as a result of the Civil Service competitive  
SUPPORT SPECIALIST exam #12605, dated October 26, 2006. Motion carried unanimously.  
EFF. 10/26/06  
07/156

APPROVE On motion of Mr. Reale, seconded by Ms. Zarccone, it was resolved, on  
ADDITIONAL recommendation of the Superintendent of Schools, to approve additional  
2006-07 2006-07 Middle School clubs/advisors/stipends, as per Document #54/07,  
CLUBS/ADV./STIPS. attached to the official minutes of this meeting. Motion carried unanimously.  
07/157

PERSONNEL On motion of Ms. Zarccone, seconded by Ms. Maus, it was resolved, on  
ACTIONS recommendation of the Superintendent of Schools, to take personnel actions, as  
07/158 per Document #55/07, attached to the agenda and official minutes of this meeting.  
Motion carried unanimously.



On motion of Ms. Maus, seconded by Mr. Cohen, it was resolved, on recommendation of the Superintendent of Schools, to appoint Jill Gisondi to a 7-month leave replacement position as a Guidance Counselor at the Putnam Valley Middle School, on Step 1MA of the P.V.F.T. salary schedule, effective December 1, 2006 through June 30, 2007 (or sooner at the discretion of the Board of Education). Motion carried unanimously.

APPOINT  
J. GISONDI  
7-MON. LV. REPL.  
AT PVMS  
EFF. 12/1/06-6/30/07  
07/159

**PUBLIC CONTRIBUTION PERIOD**

The Board discussed procedures for reviewing future policies.

Ms. Mackay announced the Board would move into Executive Session to discuss a contractual matter and personnel matters and upon the Board’s return, no new business would be conducted.

At 8:06 p.m., on motion of Ms. Mackay, seconded by Ms. Maus, the Board went into Executive Session to discuss a contractual matter and personnel matters. Motion carried unanimously.

EXECUTIVE  
SESSION  
07/160

At 9:35 p.m., on motion of Ms. Zarcone, seconded by Mr. Reale, the Board returned from Executive Session and at 9:36 p.m., there being no further business to discuss, the meeting was adjourned. Motion carried unanimously.

ADJOURN  
MEETING  
07/161

Submitted by  
Gary Tutty  
Superintendent of Schools

Typed by  
Linda Pregiato  
District Clerk