

**CHAPPAQUA CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION AGENDA**

Tuesday, March 20, 2012

Horace Greeley High School

Convene meeting at 6:30 p.m., which we anticipate will go into Executive session to discuss the particular employment history of an employee.

Reconvene public session at 8:15 p.m.

Presentations: Operations/Maintenance
 Non-instructional/Fund Balance

1. Information Business Affairs

1.1 President's Report

1.1.1 Legislative Action Report - for further discussion

1.2 Superintendent's Report

Questions and Comments

We welcome public inquiries, and in respect for each other's time, we ask that you limit your inquiry to three minutes. Board members may be contacted via email or phone.

2. Organization

2.1 Third reading: Concussion Management Policy

3. Approvals

3.1 Minutes of February 28, 2012

4. Recommended Action: Personnel

4.1 Instructional

Resolution:

"BE IT RESOLVED that, the Board of Education hereby appoints the individuals listed as per diem substitute teachers to be employed on an "as needed" basis":

Carolyn Fulton, and Jennifer Rosenberg.

Resolution:

"BE IT RESOLVED that, the Board of Education hereby authorizes the attached Agreements for Services for the individuals and agencies listed below effective for the 2011/2012 school year, or earlier at the discretion of the Board of Education":

Isa Marrs Speech Language Pathology, PC,

Anita Faria,

Andrea Frusciante,

Helen Lynn, and

Sel Shimmerlik.

Resolution:

"BE IT RESOLVED that, the Board of Education hereby rescinds the resignation of Tammy Ghirardi, Assistant Principal, Westorchard Elementary School, effective June 30, 2012, that was voted upon at the 1/10/12 Board of Education meeting."

Resignation:

Ms. Tammy Ghirardi, Assistant Principal, Westorchard Elementary School, effective March 30, 2012.

Request for Discretionary Leave of Absence:

Mr. Paul Swiatocha, Teaching Assistant, Seven Bridges Middle School, effective January 25, 2012, February 2, 2012, February 9, 2012, February 17, 2012, March 1, 2012, March 5, 2012, and March 6, 2012.

Request for Extension of Child Care Leave of Absence:

Ms. Annalise Curtin, Guidance Counselor, Seven Bridges Middle School, effective May 30, 2012 through June 30, 2012.

Ms. Shana Weldon, Teacher of Elementary Education, Seven Bridges Middle School, effective September 1, 2012 through January 31, 2013.

Appointment: Regular Substitute

Ms. Ann Marie Winslow, Regular Substitute Guidance Counselor, Seven Bridges Middle School, effective May 30, 2012 through June 30, 2012 (or earlier at the discretion of the Board of Education).

Appointment: Part Time

Ms. Karen Ruzzo, (.6) Interim Assistant Principal, Westorchard Elementary School, effective March 21, 2012 through June 25, 2012 (or earlier at the discretion of the Board of Education).

Appointment: Coaching

Ms. Susan Miller, (.5) Varsity Track Assistant, Horace Greeley High School, effective March 12, 2012 through June 8, 2012 (or earlier at the discretion of the Board of Education).

Mr. Steve Houser, Varsity Track Assistant, Horace Greeley High School, effective March 12, 2012 through June 8, 2012 (or earlier at the discretion of the Board of Education).

Mr. Joseph Morgan, Varsity Boys' Lacrosse Assistant, Horace Greeley High School, effective March 12, 2012 through June 8, 2012 (or earlier at the discretion of the Board of Education).

Mr. Jonathan Pollock, Junior Varsity Baseball, Horace Greeley High School, effective March 12, 2012 through June 8, 2012 (or earlier at the discretion of the Board of Education).

Mr. Mitchell Cheser, Junior Varsity Softball, Horace Greeley High School, effective March 12, 2012 through June 8, 2012 (or earlier at the discretion of the Board of Education).

Mr. Charles McKenna, 7-8th Grade Track, Seven Bridges Middle School, effective March 26, 2012 through June 8, 2012 (or earlier at the discretion of the Board of Education).

Mr. Robert Raguette, 7-8th Grade Track, Robert E. Bell Middle School, effective March 26, 2012 through June 8, 2012 (or earlier at the discretion of the Board of Education).

Appointment: Volunteer Coaching

Mr. Kyle DeVito, Varsity Boys' Lacrosse Assistant, Horace Greeley High School, effective March 12, 2012 through June 8, 2012 (or earlier at the discretion of the Board of Education).

Mr. Richard Marasco, Varsity Girls' Lacrosse Assistant, Horace Greeley High School, effective March 14, 2012 through June 8, 2012 (or earlier at the discretion of the Board of Education).

Mr. Davide Gomes, Varsity Softball Assistant, Horace Greeley High School, effective March 14, 2012 through June 8, 2012 (or earlier at the discretion of the Board of Education).

4.2 Non-instructional

Resolution:

"BE IT RESOLVED that, the Board of Education hereby appoints the individual listed below as a per diem custodial substitute to be employed on an "as needed" basis, effective March 21, 2011: Andres Mayo

5. Recommended Action: Other

- 5.1 Approve CSE summaries reported to the Board on March 16, 2012
- 5.2 Resolution to approve a renewal agreement with AlertNow Communication Service for school year 2011-2012, effective March 1, 2012 in the amount of \$8,336.
- 5.3 Resolution to approve a gift from the Friends of Greeley Theatre, Inc, in the amount of \$1,399 for the purchase of lumber to build the set of *Our Town*, and one MacMini to support the QLAB Pro Bundle purchased previously.
- 5.4 Resolution to approve Chappaqua School Foundation grants for a variety of projects that serve the students district wide and in individual schools for a total of \$104,044.
- 5.5 Resolution to approve 2011-12 contract for educational services with Union Free School District of the Tarrytowns for attached list of 24 students @ \$673 per pupil.

6. Facilities

7. Financials

- 7.1 Revenue Report - February 29, 2012
- 7.2 Expense Report - February 29, 2012
- 7.3 Treasurer's Report - February 2012
- 7.4 Budget transfer from A9789 700 36 Lease Purchase Interest in the amount of \$250,000 to Fuel A 1620 421 34 \$200,000 and Heating System Maint. A1621 401 34 SYP \$50,000.

8. Notice of Future Meetings -

Tuesday, March 27, 2012, Board Work session at Horace Greeley High School
Presentation: Revenue/Tax Rates/Contingency

9. Adjournment

Any person who seeks accommodation based upon disability should contact: District Clerk,
Theresa Markley at 238-7225, at least five days prior to the meeting.
Chappaqua Board of Education
Education Center -- 66 Roaring Brook Road
Chappaqua, NY 10514

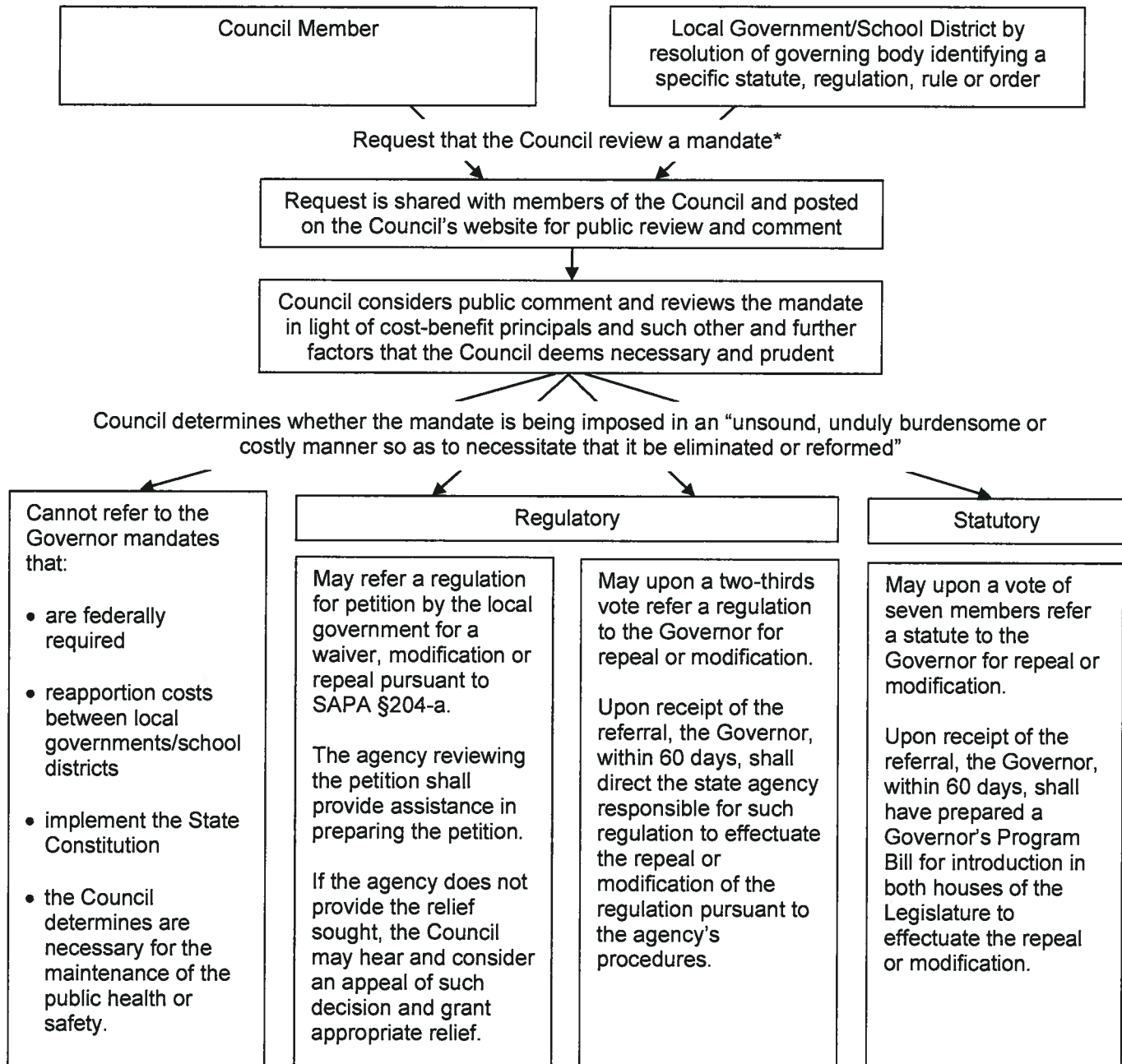
Board meetings are public meetings, videotaped and available on the district website.
web: www.chappaqua.k12.ny.us/ccsd

email: board@ccsd.ws

PLEASE TURN OFF ALL CELL PHONES AND PAGERS DURING MEETING

MANDATE *Relief* COUNCIL

Mandate Relief Council Review Process



* The Council is only authorized to review and direct changes to regulations, rules, or orders of state agencies that are under the direction or control of the Governor. It does not have the authority to review and direct regulatory change for independent agencies, such as the State Education Department or the Office of the State Comptroller.

WESTCHESTER-PUTNAM SCHOOL BOARDS ASSOCIATION

50 Years Strong for Public Education

Directions: Replace the WPSBA header with your school district letterhead, insert your district name, the mandate information and the requisite signatures. Complete one resolution per mandate- by Statute, each school district can submit up to three mandates to the Mandate Relief Council per year.

Be it resolved by the _____ School District that mandate relief must be addressed by the New York State Legislature as school districts implement the property tax levy limit.

WHEREAS, New York State leads the nation in local property taxes, in large part because New York leads the nation in imposing unfunded state mandates upon our local municipalities and school districts; and

WHEREAS, in response to New York's property tax crisis, the Governor and members of the New York State Legislature enacted legislation imposing a limit on the annual growth of the local school tax levy; and

WHEREAS, New York State school districts are under unprecedented funding shortfalls due to three years of frozen Foundation Aid, last year's \$1.2 billion aid cut, expiration of federal stimulus aid and revenue restrictions under the tax levy limit, which goes into effect for the 2012-13 school year, and

WHEREAS, unfunded and underfunded state mandates continually increase the obligations and expenditures of local public school districts, and a property tax levy limit without significant mandate reform will inescapably lead to drastic cuts in essential local school district programs and services, as well as significant layoffs of school district employees, and in some cases outright insolvency, in New York State school districts; and

WHEREAS, the cumulative impact of satisfying unfunded and underfunded mandates diverts local money from our school district's top priority of student learning,

THEREFORE, BE IT RESOLVED,

that we the members of the Board of Education of the _____ School District join fellow school board members in Westchester and Putnam Counties in affirming the obligation of the Governor of the State of New York and the members of the New York State Senate and New York State Assembly, to reform mandates that are unsound, unduly burdensome or costly, and thereby lead to high property taxes in New York.

BE IT FURTHER RESOLVED that, in accordance with Article 24, Executive Law §666, which establishes a Mandate Relief Council, the _____ School District asks, by resolution of its governing body, that the Mandate Relief Council review the following mandate to determine whether the specific statute, regulation, rule or order of state government is an unfunded mandate or is otherwise unsound, unduly burdensome or costly so as to require that it be eliminated or reformed:

[NOTE: the language in above clause is taken directly from the statute.
Please list the mandate here, including specific statute, regulation, rule or order of state government. Attach district (as well as any regional/state) data and a narrative to support why your district deems that this is "an unfunded mandate or is otherwise unsound, unduly burdensome or costly so as to require that it be eliminated or reformed"]

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Governor, Senate Majority and Minority Leaders, Assembly Speaker and Minority Leader, and the members of the State Senate and Assembly representing Westchester and Putnam Counties.

CONCUSSION MANAGEMENT POLICY – February, 2012, rev. Feb. 7, 2012, 3-6-12

Introduction

School athletic programs, intramural sports and physical education classes are an important part of the educational experience in the Chappaqua Central School District. It is paramount that the Board of Education insures that these experiences are as safe as possible for our student athletes. We recognize that mild traumatic brain injuries, also referred to as concussions, in young people can have long-term, substantial and devastating impacts. The District shall establish guidelines in an effort to protect our students and reduce the risk of long-term health complications.

Concussion Management Team

The District shall establish a Concussion Management Team consisting of the Director of Physical Education and Athletics, the School District's Medical Directors, a School Nurse, and the Athletic Trainer. The team shall oversee the implementation of any regulations approved by the Superintendent of Schools, including the training of staff, the provision of information to parents, and the utilization of technology, including baseline neurocognitive testing for contact sports.

Removal from Athletic Activities

Any pupil believed to have sustained or who has sustained a traumatic brain injury will be immediately removed from athletic activities. If there is any doubt as to whether a student has sustained a concussion, it shall be presumed that he/she has until proven otherwise. No student shall resume athletic activity until he/she has been symptom free for at least 24 hours and has been evaluated by and received written and signed authorization from a licensed physician or health care provider (change to licensed neurologist – 3-6-2012).

No student will be allowed to return to play on the same day of a concussion, regardless of the circumstances and shall be made aware that concussions may cause lifetime impairments. Student-athletes who have suffered from multiple concussions during a season will be handled on a case-by-case basis. Those with two (2) concussions will require additional rest and may be held out for the season. Those suffering three (3) concussions in a school year will be disqualified from participating in contact and collision sports until cleared by a neurologist."

For the safety of the student-athlete, the School District reserves the right under New York State Law to ban an athlete from competition regardless of medical clearance. Should a dispute arise the School Medical Directors have the authority to make the final decision on an athlete's return to play.

Training

On a biennial basis, all school coaches, physical education teachers, nurses and athletic trainers shall receive training on recognizing the symptoms of concussions and mild traumatic brain injuries, how such injuries may occur, how to prevent them, and how to implement the guidelines for a student's return to play. Coaches shall be required to meet with team members at the commencement of each season to discuss the signs and symptoms of concussions and the importance of reporting any such symptoms immediately to the appropriate staff.

Concussion Information and Permission Forms

Head injury information, including return to school and school activities guidelines and the district's Return to Play guidelines, will be included in the interscholastic sports information and any permission forms given to students signing up for sports.

Board of Education
February 28, 2012

DRAFT Official Minutes

CHAPPAQUA CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
Chappaqua, New York

Date: February 28, 2012
Time: 8:15 p.m.
Place: Horace Greeley High School

Present: Board of Education
Alyson Kiesel, President
Jeffrey Mester, Vice President
Randall Katchis
Vicky Tipp
Karen Visser

Staff Members

Present: Dr. Lyn McKay, Superintendent
Mr. Eric Byrne, Assistant Superintendent for Curriculum and Instruction
Mr. John Chow, Assistant Superintendent for Business
Theresa Markley, District Clerk/Adm. Asst. to Superintendent

Visitors Present: Representatives of the Chappaqua PTA, school PTAs, building administrators, faculty, and other interested citizens.

President Alyson Kiesel convened the public session at 6:30p.m. moved to enter into Executive Session for the purpose of the discussion of the employment history of a particular person or persons. Randall Katchis seconded. The motion passed unanimously. At 8:26 p.m. Jeffrey Mester moved to adjourn the Executive Session. Randall Katchis seconded. The motion passed unanimously.

At 8:29 p.m. Jeffrey Mester moved to reconvene the public session. Karen Visser seconded. The motion passed unanimously.

President Kiesel welcomed the community and asked Superintendent Dr. Lyn McKay to report on the Search Process.

Presentation: Search Update Process

Dr McKay announced that it was with great pleasure and excitement that she recommended the appointment of Mr. Robert Rhodes as the Principal of Horace Greeley High School.

She reported that in December we began a national search and formed an interview committee composed of students, staff, administrators, and parents with many follow up interviews with constituent groups. Dr. McKay thanked all those who participated in this rigorous search process.

Dr. McKay gave a brief background sketch. Mr. Rhodes began his career in education in 1990 as a math teacher at a small alternative high school in Queens. In 1993, he joined School of the Future's humanities department and five years later served as assistant principal. In 2002 Mr. Rhodes founded Millennium High School in lower Manhattan, an inclusive college preparatory high school that offers a responsive and flexible learning environment that is project based and centered on empirical learning. He has a deep knowledge of instructional and systems approaches, strong

understanding of academics and reaches out to staff, students and community. Dr McKay expressed her excitement about what he will bring to the district and confident that he will be an outstanding leader.

President Kiesel added that it is both an honor and a privilege to welcome Robert to the Chappaqua School District. On behalf of the board, she explained the board met with Robert both formally and informally to discuss expectations, and interactions. The board, administrators, and parents made a site visit to Millennium. The overall visit was very positive with affirming comments from colleagues, parents, and students on his communication and leadership style, his team building skills, and excellent rapport with students.

Jeffrey Mester moved to accept the recommendation to appoint Robert Rhodes as Principal of Horace Greeley. Vicky Tipp seconded. The motion passed unanimously.

Mr. Rhodes thanked everyone for their warm welcome and looks forward to working with everyone.

Leslie Kuhn, former PTA president, thanked Andrew Selesnick for leaving Greeley in such good shape during his years of service and wished him well in his next leadership role as Assistant Superintendent of Leadership Development and Human Resources. She welcomed Robert Rhodes as the new principal and looks forward to working with him.

Superintendent's Budget Proposal

Dr. McKay noted that she and John Chow would present what they considered, an excellent budget that is fiscally responsible, responds to the wishes of the community, and sustains the educational excellence of the district. She repeated the guidelines for the budget. They are the two Strategic Questions, the four pillars of the budget; and the modified operating standards for this year.

John Chow expanded on the January budget presentation and explained what we know that will impact the budget and the possible implications of what we don't know. We know that we have a new middle school structure, reduction in state aid, slight enrollment decline, and the tax cap number. We do not have contracts for support staff, custodians, transportation costs, special education placements, assessed tax value, and tax certiorari settlements all remain unknown. He explained budget versus tax levy versus tax rates.

The adopted budget for 2011-12 was \$111,488,488. John acknowledged the Knowledge Cafe participants offered suggestions for expenditures, revenue, and long term ideas. He pointed out the different increases in the past several years and that this is the lowest increase. Chappaqua is 14 out of 46 school districts in per pupil costs. He reviewed the categories of expenditures and general revenues, and remarked that the largest piece is property taxes. He reviewed the enrollment numbers and an estimated increase of 17 students overall, but kindergarten enrollments are not complete. Both middle schools will have a slight increase and the high school has increase of one student. Sections and average classes remain about the same. The preview budget rollover was 3.32%. The proposed 2012-13 budget is \$112,202,888; with an increase of \$754,400 or 0.68%. The non-personnel reduction is \$.99MM and Personnel Reduction (net) is \$1.02MM total of 2.2MM.

Mr. Chow explained the tax levy limit calculation, the basic formula, and tax levy limit before exclusions. The tax cap limit is \$2,160,479 which represents 2.11 % tax cap. This is our final number.

Mr. Chow announced the upcoming budget dates and topics for March and April and the PTA-sponsored budget forums on March 7 and 8 at Bell and Wednesday, May 2, at Seven Bridges.

Warren Hart, a representative of the Finance Advisory Committee for 2012-13, made a brief presentation and offered recommendations on behalf of the committee. He presented the increasing costs and the impact of cutting staff with reduced classes and larger class sizes which will eventually affect the quality of education. They suggest steps to aggressively manage expenses, continue work to address unfunded mandates, and find new revenue sources, and increase assessments. Westchester County Tax Assessment Data shows that most of New Castle revenue comes from residents instead of industrial. The district has some unused acreage and that could be utilized or disposed of. He noted that the Town of New Castle is planning changes to the town and suggested that the district should be part of the planning.

Recommendations: Engage with town board and work with New Castle planning board and bring school and town assets to the table. Seek out local residents with expertise to form task force. Report back to joint board by June 2012.

President Kiesel thanked the committee for the suggestions, especially about brainstorming with the Town. She noted that it should be part of facilities committee agenda. Randall Katchis reported that the facilities committee has been working on pulling all the old maps to find the pieces of properties, studying zoning requirements, and working to determine the best use or make it sellable to generate revenue.

1. Information Business Affairs

1.1 President's Report

1.1.1 Legislative Action Report

Vicky Tipp, liaison to WPSBA Legislative Action Committee, reported that the group has been coordinating a mandate relief effort to address the laws that perform a function, but are not funded. These mandates govern the structure of the school system such as, special education, APPR, and Wicks law that compels districts to hire four contractors for major projects. There are lots of goals that have unintended consequences and because they are imposed by Albany, the district has little control over them.

Their hope is that we can come together and have the individual school boards write legislators. Not all of the mandates are applicable to our district, but the best way to maximize our effort would be to work together to have a greater impact with the legislature. She read the list of priorities and they will be brought back to the next meeting for further discussion.

1.2 Superintendent's Report

Dr. McKay reported that the Roaring Brook Principal Search was progressing and almost a hundred applications had been received.

Addendum Item 5.12 Superintendent McKay commented on the fair and rigorous evaluation plan, that provides an opportunity for improvement. She thanked Ellen Pincus and her cabinet who helped develop this Supplemental Memorandum of Agreement with the provisions added to the District's APPR Plan Document for the 2012-13 school year.

1.2.1 Assessment Project Update - PISA

Eric Byrne, Assistant Superintendent for Curriculum and Instruction reported on the PISA, Program for International Student Assessment. Chappaqua was chosen to participate in this international assessment of student performance developed as a pilot for school districts to measure higher order thinking skills particular in reading, math and scientific literacy. It will enable us to benchmark our students internationally with the other 120 participating schools world wide.

1.2.2 Proposed calendar for Chappaqua School District 2012-13

Superintend McKay reported this calendar has been difficult to coordinate because of the way holidays fell and the lack of information regarding rating day, but now that State Education has determined it will be June 21, 2013, she recommended the proposed calendar. Jeffrey Mester moved to adopt this calendar. Randall Katchis seconded. The motion passed unanimously.

Questions and Comments

We welcome public inquiries, and in respect for each other's time, we ask that you limit your inquiry to three minutes. Board members may be contacted via email or phone.

2. **Organization**

President Kiesel gave a first reading of all three policies. Policies will be on the next agenda. Comments are welcome and board members should send them to the policy committee.

2.1 First reading: Concussion Management Policy, Regulation, Guide, Scat, & Checklist

2.2 First reading revision: Policy 7000 Community Use of School District Facilities

2.3 First reading revision: Regulation 7000 Building Usage Fees 2012-2013 (effective July 1, 2012)

3. **Approvals**

Karen Visser moved to accept the following minutes. Randall Katchis seconded. The motion passed unanimously.

3.1 Minutes of December 13, 2011

3.2 Minutes of January 10, 2012

3.3 Minutes of January 31, 2012

3.4 Minutes of February 7, 2012

4. **Recommended Action: Personnel**

Superintendent McKay made the following recommendations:

4.1 **Instructional**

Vicky Tipp moved to approve the recommendations with the amended exception of Robert Rhodes who was appointed earlier. Randall Katchis seconded. The motion passed unanimously.

Resolution:

"BE IT RESOLVED that, the Board of Education hereby appoints the individuals listed as per diem substitute teachers to be employed on an "as needed" basis":

Carole Hyams, and Ann Sangalli.

Resolution:

"BE IT RESOLVED that, the Board of Education hereby appoints the individuals listed as AP proctors to be employed on an "as needed" basis effective for the 2011/2012 school year, or earlier at the discretion of the Board of Education":

Barbara Brandfon,
Lynne Brennan,
Charles Buchanan,
Rita Campana,
Karen Clarke,
Jean Cross,
Gabrielle Giordano,
Lizabeth Haas,

Joan Handwerger,
Barbara Keimes,
Elaine Krim,
Elisa Leitaio,
Carol Madole,
Suzann Michel,
Noah Mitchell,
Raquel Moskovits-Grey,

Lauren Mozian,
Kimberly Perham,
Paula Petito,
Beth Quinn,
Joan Salamone,
Barbara Scheine,
Giselle Weiss, and
Florence Zelenko.

Resolution:

"BE IT RESOLVED that, the Board of Education hereby authorizes the attached Agreements for Services for the individuals and agencies listed below effective for the 2011/2012 school year, or earlier at the discretion of the Board of Education":

Phyllis Bellofatto,
Jan Gordon,

Carole Horn,
Olga Kowal,

Gail Matthew
Wendy Seaver, and
Gail Treffinger.

Resolution:

"BE IT RESOLVED that, the Board of Education hereby rescinds the request for discretionary leave of absence of Patrick Conley, Teacher of English, Seven Bridges Middle School, effective September 1, 2012 through June 30, 2013, that was voted upon at the 11/29/11 Board of Education meeting."

Request for Discretionary Leave of Absence:

Mr. Patrick Conley, Teacher of English, Seven Bridges Middle School, effective September 1, 2012 through January 31, 2013.

Request for Child Care Leave of Absence:

Ms. Kelly Todd, Teacher of Health, Seven Bridges Middle School, effective January 18, 2012 through April 30, 2012.

Ms. Sandi Schassler, Teacher of Elementary Education, Douglas Grafflin Elementary School, effective February 6, 2012 through April 27, 2012.

Ms. Colleen Fodor, Teacher of Home Economics, Robert E. Bell Middle School and Seven Bridges Middle School, effective January 27, 2012 through June 30, 2012.

Resignation for Purposes of Retirement:

Ms. Lyndall Boal, School Social Worker, Robert E. Bell Middle School and Seven Bridges Middle School, effective June 30, 2012.

Dr. Susan Costantini, School Psychologist, Westorchard Elementary School, effective June 30, 2012.

Ms. Barbara Fingerioth, Teacher of Special Education, Westorchard Elementary School, effective June 30, 2012.

Mr. Tore Heskestad, Teacher of Elementary Education, Robert E. Bell Middle School, effective June 30, 2012.

Mr. Robert Oddo, Teacher of Science, Horace Greeley High School, effective June 30, 2012.

Ms. Colette Principe, Teacher of Reading, Douglas Grafflin Elementary School, effective June 30, 2012.

Ms. Elizabeth Scroope, Teacher of Reading, Roaring Brook Elementary School, effective June 30, 2012.

Resignation:

Mr. Andrew Selesnick, Principal, Horace Greeley High School, effective June 30, 2012.

Appointment: Probationary

Mr. Robert Rhodes, Principal, Horace Greeley High School, effective July 1, 2012, in the tenure area of High School Principal, probationary period ends June 30, 2015, \$183,500.

Appointment: Regular Substitute

Ms. Daydre Garvey, Regular Substitute Teacher of Home Economics, Robert E. Bell Middle School and Seven Bridges Middle School, effective November 30, 2011 through June 30, 2012 (or earlier at the discretion of the Board of Education), Step 6, A(BA) with Masters, \$77,257, prorated.

Appointment: Part Time

Ms. Lindsey Nicastro, (.04) Teacher of Health to provide Academic Intervention Services as per the Teachers' Contract, Seven Bridges Middle School, effective January 17, 2012 through May 7, 2012 (or earlier at the discretion of the Board of Education), Step 1, A(BA), \$51.34/hour.

4.2 Non-instructional

5. Recommended Action: Other

5.1 Karen Visser moved to approve CSE summaries reported to the Board on February 17, 2012. Randall Katchis seconded. The motion passed unanimously.

5.2 ITEM WAS TABLED.

BE IT RESOLVED that the Board of Education approves a proposal with Dyami Architecture, PC to outline a master plan for the overall renovation of the Horace Greeley kitchen, serving line, and seating area in the amount of \$7,000 plus additional expenses and fees.

5.3 Jeffrey Mester offered the following resolution, "BE IT RESOLVED that the Board of Education authorizes the Board President to execute an a Release and Settlement Agreement regarding student #601669. A copy of said Agreement shall be incorporated by reference into the minutes of this meeting." Vicky Tipp seconded. The motion passed unanimously.

5.4 Randall Katchis moved to approve a gift of a Kawai piano to Westorchard Elementary School from Lisa Gimple of Seneca Drive in Chappaqua. The piano will be used in the music curriculum. Karen Visser seconded. The motion passed unanimously.

5.5 Karen Visser moved to appoint the attached list of CSE Sub-Committee Chairpersons for the remainder of 2011-12 school year. Randall Katchis seconded. The motion passed unanimously.

Karen Visser moved to approve Items 5.6, 5.7, 5.8. Vicky Tipp seconded. The motion passed unanimously.

- 5.6 Approve 2011-12 contract for educational services -with Bronxville Union Free School District for student #601643.
- 5.7 Approve addendum to 2011-12 contract for educational services - with Anderson Center for Autism to include physical therapy evaluation at a rate of \$300 per evaluation.
- 5.8 Approve Agreement with Charlton School/Ketchum-Grande Memorial School effective January 31, - June 30, 2012 at a monthly rate of \$3,316 plus fees for maintenance according to the contract.
- 5.9 Jeffrey Mester moved to approve use of a Single Purchase Agreement from Apple to eliminate need for separate purchase orders that contain both New York State Contract and non-New York State Contract items. Randall Katchis seconded. The motion passed unanimously.
- 5.10 Randall Katchis offered the following resolution, "Be it resolved that the lease agreement with Pitney Bowes for a postage meter at Westorcharad is in the best financial interest of the school district because it is the lowest monthly cost of \$54.00 including rate change protection and therefore approved by the Board. (Monthly cost \$54.00 compared to \$132.24 for 2010-11)." Jeffrey Mester seconded. The motion passed unanimously.

ADDENDUM:

- 5.11 Jeffrey Mester moved to approve a contract with Adecco for the 2011-12 school year. Vicky Tipp seconded. The motion passed unanimously.
- 5.12 Vicky Tipp moved to Ratify a Supplemental Memorandum of Agreement between the Superintendent of Schools and Board of Education of the Chappaqua Schools and the Chappaqua Teachers' Association, Inc. Pursuant to the provisions of Education Law Section 3012-c the parties have negotiated in good faith and agreed to the provisions added to the District's APPR Plan Document for the 2012-13 school year. A copy of this agreement shall be referenced within the minutes of this meeting. Randall Katchis seconded. The motion passed unanimously.

6. Facilities

7. Financials

Randall Katchis moved to accept the following financial reports. Karen Visser seconded. The motion passed unanimously.

- 7.1 Central Treasurer's Report - December 31, 2011
- 7.2 Expenditure Report - January 31, 2012
- 7.3 Revenue Report - January 31, 2012
- 7.4 Claims Auditor Reports - January 31, 2012
- 7.5 Treasurer's Report - January 31, 2012

- 7.6 Randall Katchis moved to accept the recommendation from the Audit Committee to accept the attached Audit Reports and Management Response to Internal Audits: Vending Machine Policy Review, Updated Risk Assessment, Review of Human Resources and Payroll. Jeffrey Mester seconded. The motion passed unanimously. Randall thanked Karen Kowgios, Michael Greenstein, and Sam Shimer, the community members of the audit committee who do a terrific job.

- 7.7 Jeffrey moved to approve a Budget Transfer from tuition-private line to tuition-NYS public school line, due to two children now attending public school in the amount of \$245,000. Randall Katchis seconded. The motion passed unanimously.

ITEM 7.8 WAS TABLED.

- 7.8 Bid #850 - Environmental Services & Maintenance- Conklin Services & Construction, Inc. A) one lump sum for quarterly inspections at \$1,450 per each of 5 buildings B) time & material cost for one year (no increase since 2010-11)

Jeffrey Mester moved to approve Items 7.9, 7.10, and 7.11. Vicky Tipp seconded. The motion passed unanimously.

7.9 Bid #870 - Graduation Tent & Chair Rental - Stamford Tent & Event Services - \$22,525.00

7.10 Bid #871 - Scaffolding - S&N Builders, Inc. -\$33,000.00

7.11 Bid #872 - Window Replacement - Forno Enterprises, Inc. - \$119,200.00

8. President Kiesel gave Notice of Future Meetings -
Monday, March 5, 2012, Board meeting, Education Center, 7:10 a.m. which we anticipate will go into Executive Session for the discussion of particular employees employment history.
Tuesday, March 6, 2012, Board meeting/Work session at Horace Greeley High School, 8:15 p.m. Presentation: Curriculum/Athletics
9. At 10:40 p.m. Jeffrey Mester moved to adjourn the meeting. Randall Katchis seconded. The motion passed unanimously.

Respectfully submitted,

Theresa Markley
District Clerk/Admin. Asst. to Superintendent

Alyson Kiesel
Board President

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**CHAPPAQUA CENTRAL SCHOOL DISTRICT
EDUCATION CENTER
HUMAN RESOURCES OFFICE**

MEMORANDUM

TO: Lyn McKay
FROM: Paul C. Citarella
DATE: March 15, 2012
RE: Personnel Recommendations for Board of Education Agenda,
March 20, 2012

The following instructional staff recommendations are presented for Board consideration and approval at the March 20, 2012 meeting.

Resolution:

“BE IT RESOLVED that, the Board of Education hereby appoints the individuals listed as per diem substitute teachers to be employed on an “as needed” basis”:

Carolyn Fulton, and
Jennifer Rosenberg.

Resolution:

“BE IT RESOLVED that, the Board of Education hereby authorizes the attached Agreements for Services for the individuals and agencies listed below effective for the 2011/2012 school year, or earlier at the discretion of the Board of Education”:

Isa Marrs Speech Language Pathology, PC,
Anita Faria,
Andrea Frusciante,
Helen Lynn, and
Sel Shimmerlik.

Resolution:

“BE IT RESOLVED that, the Board of Education hereby rescinds the resignation of Tammy Ghirardi, Assistant Principal, Westorchard Elementary School, effective June 30, 2012, that was voted upon at the 1/10/12 Board of Education meeting.”

Resignation:

Ms. Tammy Ghirardi, Assistant Principal, Westorchard Elementary School, effective March 30, 2012.

Request for Discretionary Leave of Absence:

Mr. Paul Swiatocha, Teaching Assistant, Seven Bridges Middle School, effective January 25, 2012, February 2, 2012, February 9, 2012, February 17, 2012, March 1, 2012, March 5, 2012, and March 6, 2012.

Request for Extension of Child Care Leave of Absence:

Ms. Annalise Curtin, Guidance Counselor, Seven Bridges Middle School, effective May 30, 2012 through June 30, 2012.

Ms. Shana Weldon, Teacher of Elementary Education, Seven Bridges Middle School, effective September 1, 2012 through January 31, 2013.

Appointment: Regular Substitute

Ms. Ann Marie Winslow, Regular Substitute Guidance Counselor, Seven Bridges Middle School, effective May 30, 2012 through June 30, 2012 (or earlier at the discretion of the Board of Education), Step 2, C(BA+60) with Masters, \$76,456, prorated.

Appointment: Part Time

Ms. Karen Ruzzo, (.6) Interim Assistant Principal, Westorchard Elementary School, effective March 21, 2012 through June 25, 2012 (or earlier at the discretion of the Board of Education), \$600/per diem.

Appointment: Coaching

Ms. Susan Miller, (.5) Varsity Track Assistant, Horace Greeley High School, effective March 12, 2012 through June 8, 2012 (or earlier at the discretion of the Board of Education), Step 1, \$2,709.

Mr. Steve Houser, Varsity Track Assistant, Horace Greeley High School, effective March 12, 2012 through June 8, 2012 (or earlier at the discretion of the Board of Education), Step 3, \$6,702.

Mr. Joseph Morgan, Varsity Boys' Lacrosse Assistant, Horace Greeley High School, effective March 12, 2012 through June 8, 2012 (or earlier at the discretion of the Board of Education), Step 1, \$5,418.

Mr. Jonathan Pollock, Junior Varsity Baseball, Horace Greeley High School, effective March 12, 2012 through June 8, 2012 (or earlier at the discretion of the Board of Education), Step 1, \$4,877.

Mr. Mitchell Cheser, Junior Varsity Softball, Horace Greeley High School, effective March 12, 2012 through June 8, 2012 (or earlier at the discretion of the Board of Education), Step 1, \$4,877.

Mr. Charles McKenna, 7-8th Grade Track, Seven Bridges Middle School, effective March 26, 2012 through June 8, 2012 (or earlier at the discretion of the Board of Education), Step 3, \$5,364.

Mr. Robert Raguette, 7-8th Grade Track, Robert E. Bell Middle School, effective March 26, 2012 through June 8, 2012 (or earlier at the discretion of the Board of Education), Step 3, \$5,364.

Appointment: Volunteer Coaching


Mr. Kyle DeVito, Varsity Boys' Lacrosse Assistant, Horace Greeley High School, effective March 12, 2012 through June 8, 2012 (or earlier at the discretion of the Board of Education).

Mr. Richard Marasco, Varsity Girls' Lacrosse Assistant, Horace Greeley High School, effective March 14, 2012 through June 8, 2012 (or earlier at the discretion of the Board of Education).

Mr. Davide Gomes, Varsity Softball Assistant, Horace Greeley High School, effective March 14, 2012 through June 8, 2012 (or earlier at the discretion of the Board of Education).

**Chappaqua Central School District
Education Center
66 Roaring Brook Road
Chappaqua, New York 10514**

To: Board of Education

From: John Chow 

Date: March 20, 2012

Subject: Non-Instructional Personnel

RESOLUTION:

BE IT RESOLVED that, the Board of Education hereby appoints the individual listed below as a per diem custodial substitute to be employed on an "as needed" basis, effective March 21, 2011:

Andres Mayo

<u>ID</u>	<u>To BOE</u>	<u>Year</u>
700017	3/20/2012	2011-12
00024	3/20/2012	2011-12
00510	3/20/2012	2011-12
00402	3/20/2012	2011-12
700925	3/20/2012	2011-12
603108	3/20/2012	2011-12
601264	3/20/2012	2011-12
700536	3/20/2012	2011-12
601029	3/20/2012	2011-12
700567	3/20/2012	2011-12
701916	3/20/2012	2011-12
701921	3/20/2012	2011-12
00680	3/20/2012	2011-12
600452	3/20/2012	2011-12
701148	3/20/2012	2011-12
601694	3/20/2012	2011-12
701949	3/20/2012	2011-12
700121	3/20/2012	2011-12

<u>ID</u>	<u>To BOE</u>	<u>Year</u>
602625	3/20/2012	2012-13
700017	3/20/2012	2012-13
601044	3/20/2012	2012-13
313024	3/20/2012	2012-13
601734	3/20/2012	2012-13
600689	3/20/2012	2012-13
600696	3/20/2012	2012-13
600697	3/20/2012	2012-13
602238	3/20/2012	2012-13
700228	3/20/2012	2012-13
413094	3/20/2012	2012-13
00529	3/20/2012	2012-13
600734	3/20/2012	2012-13

Memo

To: Board of Education
CC: Lyn McKay, Superintendent
From: Darleen Nicolosi, Director of Technology
Date: 3/13/2012
Re: Renewal Agreement for AlertNow Communication Service

Attached please find a one year renewal agreement for AlertNow, the communication service used by the District for delivery of voice, email, and text messages to families and staff members. Additionally, community members who subscribe to this service through the District website may receive periodic emails from the superintendent's office pertaining to community related issues. The annual fee of \$8,336 is based upon student enrollment (\$2.00 per student). This agreement has been reviewed by our attorney.

This service was previously used for emergencies only, but the renewal has been upgraded to include general notifications. This change is due to the cancellation of our previous service, Campaign Builder (used for emergencies/general notifications), and has resulted in an overall savings of \$2,919 for the District.

Alert Now Service includes:

- Voice/Email/Text messaging component
- 24x7x365 Support
- Unlimited Call Groups (allows us to target distinct groups of recipients)
- Historical & Analytical Reporting
- Automated daily transfer of phone numbers and emails from Infinite Campus to AlertNow
- Accessible by phone or computer

School Year 2010-11		School Year 2011-12	
AlertNow (Emergency Only)	\$ 4,096	AlertNow (Emergency/General Notifications)	\$ 8,336
Campaign Builder (Emergency/General Notifications) No voice component	\$ 7,159		
Total	\$11,255	Total	\$ 8,336

AlertNow K-12 Order Form

This Blackboard AlertNow Order Form is dated **February 6, 2012** between **Chappaqua Central School District, New York** ("**Customer**") and Blackboard Connect Inc., a North Carolina corporation and subsidiary of Blackboard Inc. F/N/A Saf-T-Net, Inc. ("**Blackboard Connect**") (collectively, the "**Parties**" and individually, the "**Party**"), for the Blackboard AlertNow Service and is effective as of the last signed date below (the "**Effective Date**"). The attached Terms and Conditions are incorporated by reference herein. Capitalized terms used in this Order Form and not otherwise defined are defined in the Terms and Conditions. The Customer hereby subscribes to the following Blackboard AlertNow service (the "**Service**"):

<input type="checkbox"/> Blackboard AlertNow Emergency Communications	<input checked="" type="checkbox"/> Unlimited Emergency Voice Notification	<input checked="" type="checkbox"/> Graphical User Interface
	<input checked="" type="checkbox"/> Unlimited E-mail Notification	<input checked="" type="checkbox"/> Graphical Reporting
	<input checked="" type="checkbox"/> 24x7x365 Support	<input checked="" type="checkbox"/> Data Transfer Services
	<input checked="" type="checkbox"/> Unlimited Call Groups	
<input checked="" type="checkbox"/> Blackboard AlertNow Basic Communications	<input checked="" type="checkbox"/> Ltd. Gen. Outreach Voice (18 messages/student/year)	<input checked="" type="checkbox"/> Subaccount Reporting
	<input checked="" type="checkbox"/> Historical & Analytical Reporting	

- 1. Blackboard AlertNow Service.** Blackboard Connect shall provide the Customer with the Service to send unlimited Emergency Messages and 18 General Outreach Messages to parents of enrolled students, administrators, faculty, staff, and board members (individually, a "**Recipient**" and collectively, the "**Recipients**") as set forth above.
- 2. Service Fee.** In consideration for the use of the Service during the Initial Term, the Customer will pay Blackboard Connect the following annual fees (collectively, the "**Service Fee**"):
 - a. Support Fee.** An annual Support Fee based on the number of enrolled students in the School District will be waived during the Initial Term. Calculation of the aggregate Annual Support Fee for any Renewal Term after the Initial Term will be based on the number of enrolled students in the Customer's district in each year of the Renewal Term; and
 - b. Message Fee.** An annual fee of \$2.00 per Recipient per year ("**Message Fee**"). For the first year of the Initial Term, the Message Fee will be \$8,336.00 (i.e., \$2.00 x 4,168 Recipients). If this is a multi-year agreement, calculation of the aggregate annual Message Fee for subsequent years after the first year of the Initial Term will equal the Message Fee multiplied by the number of enrolled students in the Customer's district, plus the annual Support Fee for each year of the Initial Term.
 - c. Payment Terms.** A total Service Fee of \$8,336.00 (including the waived Support Fee) will be invoiced on execution of the Agreement and is due within 30 days of invoicing; thereafter, the annual Service Fee will be due at the beginning of each annual period within thirty (30) days after the date of an invoice by Blackboard Connect.
- 3. Term.** The Service will commence on March 1, 2012 ("**Service Start Date**") and will end on February 28, 2015 ("**Initial Term**"). Upon expiration of the Initial Term, the Service will automatically renew for successive one (1) year periods (each, a "**Renewal Term**," and collectively with the Initial Term, the "**Term**"), unless either Party provides written notice of its desire not to renew at least 30 days prior to the end of the then-current term. The Parties hereby agree that upon signature of this Order Form, the existing Saf-T-Net services agreement for Chappaqua Central School District dated February 10, 2009, will be terminated in its entirety and replaced with this Order Form. Notwithstanding the foregoing, if Customer inputs any information or other data into Blackboard Connect's systems prior to the Service Start Date in order to prepare for the start of the Service and/or sends any messages prior to the Service Start Date, Customer expressly accepts that this Order Form and the attached Terms and Conditions will also apply during that earlier period.
- 4. Training.** Service training will be scheduled upon execution of this Order Form for Customer-designated administrators and personnel.

By signing below, the Customer represents and warrants that it has read and understands all applicable parts of this Agreement, including the Policies, and that person who has signed this Agreement for the Customer is authorized to execute and deliver this Agreement on its behalf.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the last date of execution of this Agreement.

BLACKBOARD CONNECT INC.

CHAPPAQUA CENTRAL SCHOOL DISTRICT

Signature

Print Name and Title: **TESS FRAZIER, VICE PRESIDENT**

Date:

Payment Address: Blackboard Connect Inc.
Dept LA 23628
Pasadena CA 91185-3628

Phone Number: (202) 463-4860 Ext. 2953

Fax Number: (818) 450-0425

Contact Email: caryn.pinto@blackboard.com

Sales Representative: Bryanne Moore

Signature

Print Name and Title:

Date:

Address: 66 Roaring Brook Road
Chappaqua, NY 10514

Contact for Notices: Darleen Nicolosi

Phone Number: 914-861-9482

Fax Number:

Contact Email: danicolosi@ccsd.ws

Tax ID:

Markley, Theresa

From: Anne Caywood [annemcaywood@gmail.com]
Sent: Tuesday, March 13, 2012 9:35 AM
To: Board of Education
Subject: Friends of Greeley Theatre Gift for March 20 Board of Ed Agenda

Follow Up Flag: Follow up
Flag Status: Flagged

Ms. Alyson Kiesel
President, Board of Education

Dear Ms. Kiesel and Fellow Board Members,

Friends of Greeley Theatre, Inc. is pleased to make a contribution to the Chappaqua Central School District for the benefit of the Horace Greeley High School Theatre Department.

After reviewing the grant request of Chris Schraufnagel, Theatre Department Chair, we are prepared to gift \$1,399.00 for purchase of the following items to be used in conjunction with the May production of *Our Town* as well as for future Greeley Theatre Company productions:

- 1) \$750.00 - assorted lumber and construction supplies needed to build the set of *Our Town*.
- 2) \$649.00 - (1) MacMini - Runs projections and supports the QLAB Pro Bundle purchased with a previous gift.

We hope you will accept this contribution and thank you for the opportunity to support the students of Horace Greeley High School who make theatre at Greeley a source of pride, school spirit and a great cultural resource for everyone in the Town of New Castle.

Sincerely yours,

Anne M. Caywood
Friends of Greeley Theatre, Inc.

Chappaqua School Foundation Approved Grants 2012

Grant	Project	Curricular Area	Grades	Amount
CCSD 1	Macbooks for Middle schools	Cross-curricular	5-8	40,830
CCSD-2	Enhancing E-Library for ELLs	ESL/Language	5-12	1,959
CCSD-3	Facing History	Social Stiudies	9-12	9,600
	CCSD Subtotal			\$52,389
HGHS-1	Kindles for Struggling 10th Grade Readers	Literacy/Special Ed	10	3,435
HGHS 2	Pugmill	Art	9-12	3,579
	HGHS Subtotal			\$7,014
Bell-1	Cameras/Interview Technique	Family & Consumer Science	8	\$1,424
Bell-2/SB-1	Nookbooks for Library	Cross-curricular	5-8	\$9,554
Bell-3	StrataLogica Atlas	Social Studies	6&8	\$4,382
	Bell Subtotal			\$15,359
SB-3	3D Design	Art/Technology	5-8	\$6,245
	Bell Subtotal			\$6,245
DG 1	PointScribe	Handwriting	K	\$3,550
	Grafflin Subtotal*			\$3,550

**Chappaqua School Foundation
Approved Grants 2012**

Grant	Project	Curricular Area	Grades	Amount
RB 2	Peaceful Playgrounds	Character Ed, Phys Ed.	K-4	\$5,023
	Roaring Brook Subtotal			\$5,023
WO-2	Playaways**	Literacy	1-2	\$3,064
WO-3	Mural w/Visiting Artist	Art	K-4	\$8,042
WO-4	E-Readers for 4th Grade	Literacy	4	\$3,358
	Westorchar Subtotal			\$14,464
	TOTAL GRANTS (14)*			\$104,044

***Pointscribe will be reduced to \$2840 if 4 versus 5 Kindergarten sections remain at Grafflin**

****Playaways reflects reduced amount of grant based on applicants' willingness to accept fewer Playaways**

**UNION FREE SCHOOL DISTRICT OF THE TARRYTOWNS
200 NORTH BROADWAY, SLEEPY HOLLOW, NY 10591
(914) 631-9401 – FAX (914) 332-6542**

**2011 - 2012
Contract for Health and Welfare Services**

This agreement made in duplicate this 13th Day of February 2012 – Chappaqua Central School District "The School District of Residence" and party of the first part; and, the Union Free School District of the Tarrytowns Board of Education of Sleepy Hollow, Westchester County, New York, party of the second part.

WITNESSETH, THAT WHEREAS the "School District of Residence", party of the first part, has been duly empowered by the provisions Section 912 of the Education Law to enter into a contract for the purpose of providing health and welfare services for children residing in said school district and attending schools in the Union Free School District of the Tarrytowns, Westchester County, New York to begin on *September 1, 2011* and end on *June 30 2012*.

NOW, THEREFORE, the "School District of Residence" agrees to pay the Union Free School District of the Tarrytowns, the sum of \$673 per pupil for health services to be provided under Section 912 of the Educational Law to 24 children residing in the "School District of Residence" and attending schools in the Union Free School District of the Tarrytowns, Westchester County, New York.

AND the party of the second part agrees with the party of the first part ("School District of Residence") as follows:

1. That the health and welfare provided under Section 912 of the Education Law shall consist of the following:
 - Physician Services
 - Dentist Services
 - Dental Hygienist Services
 - Nurse Services
 - Speech Correctionist Services
 - School Psychologist Services
 - School Social Services

Such services may include, but are not limited to all services performed by a physician, dentist, nurse, school social worker or school speech correctionist, and may also include dental prophylaxis, vision and hearing test, the taking of medical histories and the administration of health screening tests, the maintenance of cumulative health records and the administration of emergency care programs for ill or injured pupils.

2. The party of the second part will also furnish the following equipment to be used in providing such services if requested by the authorities in charge of the non-public schools: Supplies and equipment for use by physician, nurse, dental hygienist, dentist, psychologist, social worker, speech correctionist, (i.e., scales, vision and hearing testing devices, health record forms

Supplies and equipment for use by physician, nurse, dental hygienist, dentist, psychologist, social worker, speech correctionist, (i.e., scales, vision and hearing testing devices, health record forms, first aid supplies, and all other readily transportable equipment and supplies pertaining to delivery of services).

It is expressly agreed by and between the parties hereto that the services agreed to supplied under this contract shall not include any teaching service.

It is mutually agreed that this contract shall not become valid and binding upon either party thereto until the same shall be approved by the Superintendent of Schools.

In Witness Whereof, the parties have here unto set their hands the day and year above written:

President or Trustee Board of Education ,

Chappaqua Central School District

Trustee or District Clerk

Chappaqua Central School District



Howard Smith, Superintendent – UFSD of the Tarrytowns



B. Joseph Lillis, Board of Education President – UFSD of the Tarrytowns