

OFFICIAL MINUTES  
CHAPPAQUA CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION  
January 13, 2016

Jan. 27, 2016  
Encl. 3.1  
*Tabled*

Horace Greeley High School

**Present:** Board of Education  
Warren Messner, President  
Victoria Tipp, Vice President  
Alyson Gardner  
Jeffrey Mester  
Karen Visser

**Present:** Staff Members  
Dr. Lyn McKay, Superintendent  
Eric Byrne, Assistant Superintendent for Curriculum and Instruction  
Dr. Kusum Sinha, Assistant Superintendent for Human Resources and Leadership Development  
Mr. John Chow, Assistant Superintendent for Business  
Terry Dell'olio, District Clerk/Executive Assistant to Superintendent

**Visitors Present:** Members of the community, PTA and administration and staff

**President Messner convened the public meeting at 5:30 p.m.**

**Moved by Alyson Gardner to enter into Executive Session to discuss the employment history of a particular corporation under consideration, employment history of particular persons and seek legal advice. Seconded by Karen Visser. Motion carried 5-0.**

**Moved by Alyson Gardner to reconvene the public board meeting at 7:33 p.m. Seconded by Victoria Tipp. Motion carried 5-0.**

**Presentations:** [Budget Preview](#)

Superintendent, Lyn McKay and Assistant Superintendent for Business, John Chow presented the 2016-17 Budget Preview. John shared what the district presently knows and does not yet know that will impact next year's budget. The Board discussed the 5-Year Expenditure Projections for 2016-2021 as well as 2015-16 Approved vs. Estimated Expenditures and Revenues. John noted that CCSD STAR-eligible homeowners received the Tax Freeze Credit during 2014-15 and 2015-16 because the School District stayed within the property tax levy cap and the efficiency plan was approved. John Chow outlined the process leading up to the budget vote, May 17 and stated that Chappaqua's budget will come in under the tax cap.

(Click [here](#) to view the full discussion and move cursor to 1m20s)

Josh Block and Lisa Ultan, staff developers, gave an update of the implementation of the new K-5 mathematics program, Math in Focus. They provided information about student engagement, professional development, and alignment to the “Chappaqua Comprehensive Approach to Mathematics.” They shared a short video illustrating the math work that is taking place at the elementary schools, showing students, faculty, and parent training sessions. In addition, they provided an update on the middle school mathematics curriculum work. Students are continuing to learn in an investigative manner.

(Click [here](#) to view the full discussion and move cursor to 42m)

**1. Information Business Affairs**

**1.1 President’s Report**

**1.1.1 CFY discussion**

President Messner spoke about the Coalition for Youth (CFY) organization and their interest in applying for a Drug Free Community Grant in the amount of \$125,000 per year for 5 years. CFY is requesting that Chappaqua Schools administer a survey to students in grades 8, 10, and 12. Dr. McKay asked Board members to provide their views. Leslie Kuhn, a member of CFY and R21K (PTA committee), shared the purpose of the grant and the deadline for application, which is mid-March.

**Addendum**

1.1.2 WHEREAS the cost involved in providing an appropriate public education to every student in New York State, as mandated in the New York State Constitution, continues to increase due to factors beyond the control of local school boards, including (but not limited to), increased cost of external services required to meet state requirements, and the ever-increasing cost of teacher and employee retirement plans and contractual benefits; and

WHEREAS the unprecedentedly low inflation rate this year means that the New York State Tax Levy Cap for the 2016-17 year will likely be close to 0%, allowing little or no increase in overall school tax revenues; and

WHEREAS the aforementioned increasing mandated costs are in no way exempted or accounted in the calculation of the annual Tax Levy Cap; and

WHEREAS, since its inception, \$8.8 billion statewide, has been lost to the State under the Gap Elimination Adjustment and the Chappaqua Central School District alone has lost over \$6.2 million; and

WHEREAS New York State Comptroller Thomas P. DiNapoli projects a \$3 billion New York State budget surplus for 2015;

NOW THEREFORE BE IT

RESOLVED that the Board of Education of the Chappaqua Central School District calls upon Governor Andrew Cuomo to include both repeal of the Gap Elimination Adjustment and an increase in school Foundation Aid in his Executive Budget; and

RESOLVED that the Board of Education of the Chappaqua Central School District calls upon the New York State Assembly and New York State Senate to actively support Gap Elimination Adjustment repeal and significantly increased foundation aid in the coming budget negotiations; and

RESOLVED that the Board of Education of the Chappaqua Central School District calls upon Governor Andrew Cuomo, the New York State Assembly and New York State Senate to oppose the adoption of any budget which does not include Gap Elimination Adjustment repeal and significantly increased foundation aid; and

FURTHER BE IT RESOLVED that the Board of Education of the Chappaqua Central School District calls upon all of the members of the Chappaqua community to contact their elected representatives in Albany to demand immediate action to repeal the Gap Elimination Adjustment and to increase foundation aid to all school districts statewide.

The Board of Education of the Chappaqua Central School District directs the District Clerk to send a copy of this resolution to:

- Andrew Cuomo, the Governor of the State of New York
- Carl Heastie, the Speaker of the New York State Assembly
- John Flanagan, the Majority Leader of the New York State Senate
- Catherine Nolan, Assemblywoman, Chair, Committee on Education
- David Buchwald, Assembly
- Terrance Murphy, State Senator
- Lisa Davis, Executive Director - Westchester Putnam School Boards Association

**Warren Messner moved that the Board of Education approve Addendum, 1.1.2, as amended to include restoration of lost aid in each of the resolutions. Karen Visser seconded. Motion carried to 5-0.**

## 1.2 Superintendent's Report

Congratulations to Leona Liu, a 7th-grader at Bell Middle School, for submitting one of the only 12 outstanding student compositions selected by the New York State School Music Association. She also shared that on January 8, Greeley's Theater Arts Teacher, Jonathan Gellert, arranged for his students to participate in a question and answer session with veteran Broadway producer David Stone.

### 1.2.1 [Proposed District Calendar 2016-2017](#)

Dr. McKay shared the proposed district calendar for 2016-17. She stated that the calendar is a draft since the last day of school has not yet been confirmed by the State.

***President Messner called a break at 10:35 p.m.***

***President Messner reconvened the meeting at 10:42 p.m.***

## 1.3 Joint President and Superintendent's Report

### 1.3.1 Chappaqua Central School District Short and Long-Term Capital Needs, 2016-2020

President Messner introduced the Chappaqua Central School District Short and Long Term Capital Needs for 2016 through 2020.

Dr. McKay stated that the District must accelerate the development of Innovative Learning Environments for all students, K-12, in order to remain at the cutting edge of innovative teaching and learning and prepare students for the best colleges and careers in the 21<sup>st</sup> century. She presented a timeline through 2020. Some specific projects include innovation learning classroom spaces in all schools, K-12, a STEAM lab at Greeley, Maker-Spaces at each of our schools as well as a global learning center and small learning communities at Greeley. She also mentioned the importance of improving our fields and



facilities.

John Chow added that we need to continue to keep buildings and fields in good condition and need to ensure that facilities are safe for students and staff and supportive of their health.

Dr. McKay and Warren Messner stated that in addition to District funds and support from the Chappaqua School Foundation a bond is needed to address education demands, maintenance requirements, and health and safety needs.

Warren Messner stated that it is the right time because we want to continue to be on the cutting edge educationally, interest rates are still low, and we can make incredibly important improvements while remaining tax neutral. In addition, we will receive state building aid for one-third of the cost of each of approved projects.

**2. Organization**

**3. Approvals & Ratification**

3.1 Minutes of December 9, 2015

3.2 Minutes of December 14, 2015

**Moved by Alyson Gardner, seconded by Karen Visser to approve the minutes from the Regular Meetings of the Board of Education held December 9, 2015 and December 14, 2015, as presented. Motion carried 5-0.**

**4. Recommended Action: Personnel**

**4.1 Instructional**

**Dr. McKay made the following recommendations:**

**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”:

John Cobelli,  
Lisa Fitzgerald, and  
Stacey Schiro.

**Resolution:**

“BE IT RESOLVED that, the Board of Education hereby appoints the individuals listed as PSAT and/or SAT and/or ACT proctors to be employed on an “as needed” basis effective for the 2015/2016 school year, or earlier at the discretion of the Board of Education”:

Margo Gold

**Resolution:**

“BE IT RESOLVED that, the Board of Education hereby appoints the following individual to the Co-Curricular Activity Position of Advisor to the Seven Bridges Literary Magazine for the 2015/2016 school year”:

Erin Ginsburg

**Request for Parental Leave of Absence:**

Ms. Shana Weldon, Teacher of Elementary Education, Seven Bridges Middle School, effective January 4, 2016 through June 30, 2016.

**Request for Discretionary Leave of Absence:**

Mr. Daniel Perito, Teaching Assistant, Robert E. Bell Middle School and Seven Bridges Middle School, effective December 3, 2015 through January 8, 2016.

**Resignation for Purposes of Retirement:**

Ms. Margaret Breen, Teacher of Mathematics, Horace Greeley High School, effective June 30, 2016.

**Appointment: Part Time**

Ms. Caroline Susa, (.04) Teacher of Elementary Education to provide Academic Intervention Services as per the Teachers' Contract, Roaring Brook Elementary School, effective February 2, 2016 through May 13, 2016 (or earlier at the discretion of the Board of Education), Step 1, B(BA+45) with Masters, \$60.08/hour.

**Amended Appointment: Long Term Substitute**

Ms. Julie Peter, Long Term Substitute Teacher of Elementary Education, Roaring Brook Elementary School, effective August 31, 2015 through March 7, 2016 (or earlier at the discretion of the Board of Education), rate of pay at 1/200 of Teacher Schedule A(BA), Step 1, per diem.

**Moved by Victoria Tipp, seconded by Karen Visser to approve all items in 4.1 Recommended for Action, Personnel, Instructional, in one omnibus motion. Motion carried 5-0.**

**4.2 Non-instructional**

**Dr. McKay made the following recommendations:**

**Resolution:**

BE IT RESOLVED that the Board of Education hereby appoints the individual listed below as a per diem clerical substitute to be employed on an "as needed" basis, effective January 14, 2016. The salary is \$14.00 per hour:

Jane Perito

**Moved by Alyson Gardner, seconded by Victoria Tipp to approve Item 4.2 Recommended for Action, Personnel, Non-Instructional. Motion carried 5-0.**

**5. Recommended Action: Other**

5.1 CSE summaries dated January 13, 2016.

**Moved by Alyson Gardner, seconded by Warren Messner to approve all CSE Summaries dated January 13, 2016, as presented. Motion carried 5-0.**

- 5.2 BE IT RESOLVED that the Board of Education approves the Contract with Ardsley Union Free School District for educational services for one student in the AHS SC-Self-Contained 9-1-3 program for the 2015-16 school year for the sum of \$5,151 plus additional services in the amount of \$3,960, and authorizes the Board President to execute this Agreement.
- 5.3 BE IT RESOLVED that the Board of Education approves the Contract with Pleasantville Union Free School District for educational services for one student for the 2015-16 school year for the sum of \$61,310, and authorizes the Board President to execute this Agreement.
- 5.4 BE IT RESOLVED that the Board of Education approves the Contract with Pleasantville Union Free School District for educational services for one student for the 2015-16 school year for the sum of \$81,950 and an additional \$15,700 for related services (total cost of \$97,650), and authorizes the Board President to execute this Agreement.
- 5.5 BE IT RESOLVED that the Board of Education approves the Contract with Pleasantville Union Free School District for educational services for one student for the 2015-16 school year for the sum of \$81,950 and an additional \$6,825 for related services (total cost of \$88,775), and authorizes the Board President to execute this Agreement.
- 5.6 BE IT RESOLVED that the Board of Education approves the Contract with Pleasantville Union Free School District for educational services for one student for the 2015-16 school year for the sum of \$81,950, and authorizes the Board President to execute this Agreement.
- 5.7 BE IT RESOLVED that the Board of Education approves the Contract with Briarcliff Manor Union Free School District for educational services for Student ID #80304147 in the CASSTLE High School Program for the 2015-16 school year for the sum of \$107,737, and authorizes the Board President to execute this Agreement.
- 5.8 BE IT RESOLVED that the Board of Education approves the Contract with Briarcliff Manor Union Free School District for educational services for Student ID #80607214 in the CASSTLE High School Program for the 2015-16 school year for the sum of \$107,737, and authorizes the Board President to execute this Agreement.

**Moved by Jeffrey Mester, seconded by Alyson Gardner that the Board of Education approves the Contracts in Items 5.2 through 5.8, in one omnibus motion, and authorizes the Board President to execute these Agreements, as presented. Motion carried 5-0.**

- 5.9 BE IT RESOLVED that the Board of Education approves the Contract with Reading and Writing Project Network LLC through Teachers College for literacy consultants in the amount of \$87,000, which will be funded out of New York State Title I Grant, and authorizes the Board President to execute this Agreement.

**Moved by Alyson Gardner, seconded by Karen Visser that the Board of Education approves the Contract with Reading and Writing Project Network LLC through Teachers College for literacy consultants in the amount of \$87,000, which will be funded out of New York State Title I Grant, and authorizes the Board President to execute this Agreement, as presented. Motion carried 5-0.**

- 5.10 BE IT RESOLVED that the Board of Education approves the Contract with Thomas Romano for literacy consultation to work with Grades 4-12 ELA and content teachers to improve Differentiated Writing Instruction for the 2015-16 school year in the amount of \$15,000 to be funded out of New York State Title I Grant, and authorizes the Board President to execute this Agreement.

**Moved by Victoria Tipp, seconded by Jeffrey Mester that the Board of Education approves the Contract with Thomas Romano for literacy consultation to work with Grades 4-12 ELA and content teachers to improve Differentiated Writing Instruction for the 2015-16 school year in the amount of \$15,000 to be funded out of New York State Title I Grant, and authorizes the Board President to execute this Agreement, as presented. Motion carried 5-0.**

- 5.11 BE IT RESOLVED that the Board of Education approves the Contract with Houghton Mifflin for Math in Focus work with Grades 5–8 teachers for the 2015-16 school year in the amount of \$28,098 to be funded out of New York State Title I Grant, and authorizes the Board President to execute this Agreement.
- 5.12 BE IT RESOLVED that the Board of Education approves the Contract with Barbara Frye, literacy consultant, to work with ELSP for the 2015-16 school year in the amount of \$17,000 to be funded out of New York State Title I Grant, and authorizes the Board President to execute this Agreement.

**Moved by Victoria Tipp, seconded by Alyson Gardner that the Board of Education approves the Contracts in Items 5.11 and 5.12, in one omnibus motion, and authorizes the Board President to execute these Agreements, as presented. Motion carried 5-0.**

- 5.13 BE IT RESOLVED that the Board of Education authorizes its attorneys, Shaw, Perelson, May and Lambert, LLP to execute a Consent Judgment in a tax certiorari proceeding captioned,

*Consolidated Edison Company of NY, Inc. v. Town of New Castle and Chappaqua CSD  
Proposed Settlement;*

And it is further resolved, that the Board authorizes the refund of taxes as required by the terms of the Consent Judgment.

- 5.14 BE IT RESOLVED that the Board of Education approves the Court Order Consent Judgment refund to 55 North Bedford LLC for assessment years 2007, 2008, 2009, 2010, 2011, 2012, 2103, and 2014 in the amount of \$24,255.91.
- 5.15 BE IT RESOLVED that the Board of Education approves the Court Order Consent Judgment refund to 59-65 North Bedford Road Center LLC for assessment years 2007, 2008, 2009, 2010, 2011, 2012, 2103, and 2014 in the amount of \$23,973.86.
- 5.16 BE IT RESOLVED that the Board of Education approves the Court Order Consent Judgment refund to 67-69 Bedford Road LLC for assessment years 2010, 2011, 2012, 2103, and 2014 in the amount of \$7,150.61.

**Moved by Karen Visser, seconded by Jeffrey Mester that the Board of Education approves the Consent Judgments in Item 5.13, as amended, in the amount of \$37,241.58, and Item 5.14 through Item 5.16, in one omnibus motion, as presented. Motion carried 5-0.**

- 5.17 BE IT RESOLVED that the Board of Education approves the Chappaqua Central School District Bid #944 – Coach Bus Transportation Services – Hudson Valley Charter Service, Inc., \$34,750.00.

**Moved by Jeffrey Mester, seconded by Karen Visser that the Board of Education approves the Chappaqua Central School District Bid #944 – Coach Bus Transportation Services – Hudson Valley Charter Service, Inc., \$34,750.00, as presented. The motion passed 5-0.**

- 5.18 BE IT RESOLVED that the Board of Education approves the Chappaqua Central School District RFP #09 – Feasibility Analysis for Potential Development – Kellard Sessions Consulting, P.C., \$9,800.00.

**Moved by Alyson Gardner, seconded by Victoria Tipp that the Board of Education approves the Chappaqua Central School District RFP #09 – Feasibility Analysis for Potential Development – Kellard Sessions Consulting, P.C., \$9,800.00, as presented. The motion passed 5-0.**

*Item 5.19 Tabled at December 9, 2015 Meeting.*

- 5.19 BE IT RESOLVED that the Board of Education authorizes the establishment of the *Tom Whalen Memorial Scholarship* in the amount of \$9,999. Tom was a graduate of Horace Greeley High School who played football as a “special team player” and had a passion for sports writing.

**Moved by Alyson Gardner, seconded by Karen Visser that the Board of Education authorizes the establishment of the *Tom Whalen Memorial Scholarship* in the amount of \$9,999. Motion carried 5-0.**

- 5.20 BE IT RESOLVED that the Board of Education approves the Contract for Independent Contractor Services with Liisa Elsner, as Continuing Education Assistant for school year 2015-16, at \$25 per hour, not to exceed \$8,000 annually, and authorizes the Board President to execute this Agreement.

**Moved by Jeffrey Mester, seconded by Warren Messner that the Board of Education approves the Contract for Independent Contractor Services with Liisa Elsner, as Continuing Education Assistant for school year 2015-16, at \$25 per hour, not to exceed \$8,000 annually, and authorizes the Board President to execute this Agreement, as presented. Motion carried 5-0.**

- 5.21 BE IT RESOLVED that the Board of Education approves the Contract for Independent Contractor Services with Maura Marcon, as Resource Specialist/Coordinator for Horace Greeley High School for a term to commence on January 14, 2016 and to continue for a period not to extend beyond June 30, 2016 at the rate of \$31,868 per year (to be pro-rated from January 14 through June 30, 2016), and authorizes the Board President to execute this Agreement.

**Moved by Victoria Tipp, seconded by Alyson Gardner that the Board of Education approves the Contract for Independent Contractor Services with Maura Marcon, as Resource Specialist/Coordinator for Horace Greeley High School for a term to commence on January 14, 2016 and to continue for a period not to extend beyond June 30, 2016 at the rate of \$31,868 per year (to be pro-rated from January 14 through June 30, 2016), and authorizes the Board President to execute this Agreement, as presented. Motion carried 5-0.**

## **6. Facilities**

Jeffrey Mester reported that community member, Chuck Napoli, and Town Board Member, Hala Makowska, attended the facilities meeting and asked that Mr. Mester reiterate to the town their concern about the safety of the proposed new entrance to the high school.



7. **Policy Committee**

8. **Financials**

- 8.1 Revenue Status Report – from 7/1/2015 to 12/31/2015.
- 8.2 Appropriation Status Summary Report – from 7/1/2015 to 12/31/2015.
- 8.3 Approve Treasurer's Report – as of November 2015.
- 8.4 Approve Treasurer's Report – as of December 2015.
- 8.5 Approve Treasurer's Report – Team Accounts – as of December 31, 2015.
- 8.6 Approve Treasurer's Report – Extra Classroom Activity Accounts – as of December 31, 2015.

**Moved by Alyson Gardner, seconded by Karen Visser to accept Items 8.1 through Items 8.6, in one omnibus motion, as presented. Motion carried 5-0.**

9. **Communications**

Karen Visser reported that the ChappApp has been improved. The school day now appears.

**Note:** At this point Board Member, Jeffrey Mester, wanted the Board and the Public to know that the Wellness Committee is working with Aramark very hard to make improvements at all the schools.

10. **Notice of Future Meetings**

Wednesday, January 27, 2016

5:30 p.m., Admin/Board Retreat, Horace Greeley High School/iLab

7:30 p.m., Regular Board of Education Meeting, Horace Greeley High School/Academic Commons

*Science Education in Chappaqua*

11. **Adjournment**

**Moved by Jeffrey Mester, seconded by Karen Visser to adjourn this meeting at 11:54 p.m. Motion carried 5-0.**

Respectfully submitted,



Therese Dell'olio  
District Clerk / Executive Assistant  
to the Superintendent



Warren Messner  
Board President

02/25/16

Date

2/25/16

Date

(Seal)