

# Official Minutes

## CHAPPAQUA CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION

Wednesday, January 11, 2017

Horace Greeley High School

**Present:** Board of Education

Alyson Gardner, President  
Victoria Tipp, Vice President  
Warren Messner  
Jeffrey Mester  
Karen Visser *Absent*

**Present:** Staff Members

Dr. Daniel McCann, Interim Superintendent  
Dr. Eric Byrne, Assistant Superintendent for Curriculum and Instruction  
Mr. John Chow, Assistant Superintendent for Business  
Dr. Kusum Sinha, Assistant Superintendent for Human Resources and Leadership Development  
Terry Dell'olio, District Clerk/Executive Assistant to the Superintendent

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

Moved by Warren Messner to convene the public meeting at 5:30 p.m. Seconded by Victoria Tipp. Motion carried 3-0. Board members, Jeffrey Mester and Karen Visser, were not present.

Moved by Warren Messner to enter into Executive Session to discuss the employment history of a particular person(s) and seek legal advice. Seconded by Victoria Tipp. Motion carried 3-0. Board members, Jeffrey Mester and Karen Visser, were not present.

Moved by Jeffrey Mester to reconvene the public meeting at 7:48 p.m. Seconded by Warren Messner. Motion carried 4-0. Board member, Karen Visser, was not present.

**Presentation:** [School Songs](#)

Robert Rhodes, Principal, Horace Greeley High School and Lucille Rossi, parent and former Greeley PTA Chairperson, presented their research on past school songs with the overall objective to increase school spirit.

(Click [here](#) to view the full discussion and move your cursor to 00m:57s)

[School Leadership, LLC](#)

Dr. Charles Fowler, President and Susan Elion Wollin, Associate, presented their proposal for the superintendent search process.

(Click [here](#) to view the full discussion and move your cursor to 10m:27s)

Deborah Raizes and Bob Roelle presented their proposal for the superintendent search process.

(Click [here](#) to view the full discussion and move your cursor to 36m:45s)

### Budget Preview

Dr. Daniel McCann, Interim Superintendent reviewed the 2017-18 proposed budget. Dr. McCann discussed the budget process and development outlining the Four Pillars of a School Budget and the 2017-18 Operating Standards. Dr. McCann asked Mr. John Chow, Assistant Superintendent for Business, to further discuss the 2017-18 proposed budget. Mr. Chow shared what we know and what we are expecting to know in the next few months that will impact next year's budget. Mr. Chow discussed the 5-Year Expenditure Projections for 2016-2021 as well as 2016-17 Approved vs. 2017-18 Estimated Expenditures and Revenues. Mr. Chow outlined the process leading up to the May 16 budget vote and stated that Chappaqua's budget will come in under the tax cap.

(Click [here](#) to view the full discussion and move your cursor to 1h:31m:12s)

## 1. Information Business Affairs

### 1.1 President's Report

President Gardner asked Dr. Kusum Sinha, Assistant Superintendent for Human Resources and Leadership Development, for an update on the Athletic Director search. Dr. Sinha shared that 12 candidates have been interviewed and 4 will be moving forward to meet with district office administrators. Dr. Sinha also stated that we will have an interview committee representing students, parents, faculty and administrators interviewing the final candidates.

(Click [here](#) to view the full discussion and move your cursor to 2h:22m:39s)

### 1.2 [Interim Superintendent's Report – The First 30 Days!](#)

Dr. McCann shared his *First 30 Days* discussing our strengths, challenges, and moving forward. Mr. Chow, Dr. Sinha, and Dr. Byrne reviewed best practices safety updates for facilities, policies, practices, and training. Dr. McCann went on to share activities throughout the District including Parent University, Thursday, January 19, 7:00 – 8:30 p.m., Robert E. Bell Middle School, guest speaker, Dr. Mary Ehrenworth, Columbia University Teacher's College. The 2017 Chappaqua Challengers will take on The Harlem Wizards, January 29 at 1:30 p.m., Horace Greeley Gym.

(Click [here](#) to view the full discussion and move your cursor to 2h:25m)

**Recess was called at 10:52 p.m.**

**Return from recess at 10:57 p.m.**

## 2. Organization

**3. Approvals & Ratification**

- 3.1 Minutes of December 5, 2016
- 3.2 Minutes of December 15, 2016
- 3.3 Minutes of December 22, 2016

**Moved by Victoria Tipp, seconded by Jeffrey Mester to approve Items 3.1, 3.2, and 3.3, as presented. Motion carried 4-0. Board member, Karen Visser, was not present.**

**4. Recommended Action: Personnel**

**4.1 Instructional**

**Dr. Daniel McCann 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:

Kenneth Murphy.

**Resolution:**

BE IT RESOLVED that, the Board of Education hereby appoints Myrna Bailenson, retired Chappaqua Central School District teacher, as a long term substitute teacher at a rate of 1/200<sup>th</sup> of BA Step 1 effective January 3, 2017.

**Resolution:**

BE IT RESOLVED, that the Superintendent is hereby authorized to direct a comprehensive medical examination and evaluation, including but not limited to psychiatric and other examinations and evaluations, if necessary, of Employee No. 4056, in accordance with the provisions of Section 913 of the Education Law; and

BE IT FURTHER RESOLVED, that the Board hereby directs that Employee No. 4056 submit their medical records, if any, to the extent and for the time as determined by the physician(s) to the examining physician(s) at or before such examinations/evaluations.

**Resignation:**

Ms. Rebecca Demetropoulos, Regular Substitute Teaching Assistant at Horace Greeley High School, effective December 12, 2016.

Ms. Lisa Muoio, Teaching Assistant at Horace Greeley High School, effective January 2, 2017.

Mr. Michael Yoder, (.5) Teacher of Physical Education at Horace Greeley High School, effective January 20, 2017.

**Appointment: Tenure**

Mr. Michael Whiting, Teaching Assistant, Douglas Grafflin Elementary School, effective January 13, 2017.

**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 2016/2017 school year, or earlier at the discretion of the Board of Education:

Dr. Daniel Knoepfmacher and  
Dr. Daniel Gensler.

**Moved by Jeffrey Mester, seconded by Warren Messner to approve all items in 4.1 Recommended for Action, Personnel, Instructional, in one omnibus motion. Motion carried 4-0. Board member, Karen Visser, was not present.**

**4.2 Non-Instructional**

**Dr. Daniel McCann made the following recommendations:**

**Resignation:**

Kimberly Woodard – 1 on 1 Nurse at Douglas Grafflin Elementary School, effective December 23, 2016.

**Appointment:**

June Fragale – Teacher Aide at Westorchard Elementary School, 32.5 hours per week, effective January 3, 2017.

**Resolution:**

BE IT RESOLVED that the Board of Education hereby appoints the individual listed below as per diem custodial substitutes to be employed on an “as needed” basis, effective January 12, 2017.

Ligia Corona  
Peter Wiesner

BE IT RESOLVED that the Board of Education hereby appoints the individual listed below as a per diem nurse substitute to be employed on an “as needed” basis, effective January 9, 2017.

Kimberly Woodard

**Moved by Jeffrey Mester, seconded by Victoria Tipp to approve all items in 4.2 Recommended for Action, Non-Instructional, in one omnibus motion, as amended. Motion carried 4-0. Board member, Karen Visser, was not present.**

**5. Recommended Action: Other**

5.1 CSE Summaries reported to the Board on January 11, 2017.

**Moved by Warren Messner, seconded by Victoria Tipp that the Board of Education hereby approves CSE Summaries reported to the Board on January 11, 2017. Motion carried 4-0. Board member, Karen Visser, was not present.**

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 2016-17 school year for the sum of \$51,663 plus additional services in the amount of \$3,960, and authorizes the Board President to execute this Agreement.

**Moved by Jeffrey Mester, seconded by Warren Messner that the Board of Education hereby 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 2016-17 school year for the sum of \$51,663 plus additional services in the amount of \$3,960, and authorizes the Board President to execute this Agreement. Motion carried 4-0. Board member, Karen Visser, was not present.**

5.3 BE IT RESOLVED that the Board of Education approves the contract for Health and Welfare Services with the Somers Central School District for 1 child at a rate of \$1,079.49 per child effective September 1, 2016 to June 30, 2017.

**Moved by Warren Messner, seconded by Victoria Tipp that the Board of Education hereby approves the contract for Health and Welfare Services with the Somers Central School District for 1 child at a rate of \$1,079.49 per child effective September 1, 2016 to June 30, 2017. Motion carried 4-0. Board member, Karen Visser, was not present.**

5.4 BE IT RESOLVED that the Board of Education approves Chappaqua School Foundation InstaGrant gift of \$2,480 for two forms of brain-active, flexible seating for 4<sup>th</sup> graders. Requested by Ms. Ann Marie Scalici, Teacher, Roaring Brook Elementary School.

5.5 BE IT RESOLVED that the Board of Education approves Chappaqua School Foundation InstaGrant gift of \$2,477.47 for two portable indoor Aero Midi Mobile Hydroponics Units, including 108 grow cups, GMO-free seeds, nutrients, rock wool, timers, pH test kits, nutrients, temperature meters with CAL check, and lights. Requested by Dana Stein-Dince, Teaching Assistant, Linda Bosco, Parent, Educator and PTA Volunteer, John Jeffrey and Emmett Shea, Grade 7, Robert E. Bell Middle School.

**Moved by Victoria Tipp, seconded by Jeffrey Mester that the Board of Education hereby approves Items 5.4 and 5.5, in one omnibus motion, as presented. Motion carried 4-0. Board member, Karen Visser, was not present. The Board thanked the Chappaqua School Foundation for their continued support.**

5.6 BE IT RESOLVED that the Board of Education accepts a monetary gift of \$4,042.92 worth of materials purchased from monies from DonorsChoose for Westorchard Elementary School.

**Moved by Jeffrey Mester, seconded by Victoria Tipp that the Board of Education hereby accepts a monetary gift of \$4,042.92 worth of materials purchased from monies from DonorsChoose for Westorchard Elementary School. Motion carried 4-0. Board member, Karen Visser, was not present.**



- 5.7 BE IT RESOLVED that the Board of Education approves an agreement with our asset database vendor Asset Works, effective December 1, 2016 – November 30, 2017, for a cost of \$1400, plus any special service fees that may be required per contract.

**Moved by Jeffrey Mester, seconded by Victoria Tipp that the Board of Education hereby approves an agreement with our asset database vendor Asset Works, effective December 1, 2016 – November 30, 2017, for a cost of \$1400, plus any special service fees that may be required per contract. Motion carried 4-0. Board member, Karen Visser, was not present.**

- 5.8 **WHEREAS**, the Chappaqua Central School District (School District) pursuant to the authority granted in General Municipal Law, Article 5A (Public Contracts), Section 103 desires to participate in the Cooperative, which is sponsored by KPN; and

**WHEREAS**, Section 103 of the General Municipal Law permits the School District to make purchases of apparatus, materials, equipment or supplies, or to contract for services related to the installation, maintenance or repair of apparatus, materials, equipment, and supplies, may make such purchases, or may contract for such services related to the installation, maintenance or repair of apparatus, materials, equipment, and supplies, as may be required by the School District therein through the use of a contract let by the United States of America or any agency thereof, any state or any other county or political subdivision or district therein if such contract was let to the lowest responsible bidder or on the basis of best value in a manner consistent with this section and made available for use by other governmental entities; and

**WHEREAS**, the School District desires to participate for the purpose of fulfilling and executing its public governmental purposes, goals, objectives, programs and functions; and

**WHEREAS**, the School District has reviewed the benefits of participating in this program and based on this review has concluded the program will provide the best value to taxpayers of this School District through the anticipated savings to be realized;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education of the Chappaqua Central School District authorizes the School District's participation in the KPN Cooperative and authorizes the Assistant Superintendent for Business or the Purchasing Agent to register for the KPN program on behalf of the School District.

**Moved by Jeffrey Mester, seconded by Alyson Gardner that the Board of Education hereby approves Item 5.8, as presented. Motion carried 4-0. Board member, Karen Visser, was not present.**

- 5.9 **WHEREAS**, the District owns the attached list of items which are no longer useful or necessary for school district purposes and of no value to the School District;

**THEREFORE, BE IT RESOLVED**, that the Board hereby declares such items to be surplus property and of no value to the School District and authorizes the disposal of such equipment in a prudent manner in accordance with law.

Warren Messner offered the following resolution, **WHEREAS**, the District owns the [attached list](#) of items which are no longer useful or necessary for school district purposes and of no value to the School District;

**THEREFORE, BE IT RESOLVED**, that the Board hereby declares such items to be surplus property and of no value to the School District and authorizes the disposal of such equipment in a prudent manner in accordance with law. Jeffrey Mester seconded. The Motion carried 4-0. Board member, Karen Visser, was not present.

5.10 **WHEREAS**, the Chappaqua Central School District (School District) pursuant to the authority granted in General Municipal Law, Article 5A (Public Contracts), Section 103 desires to participate in the Cooperative, which is sponsored by NJPA; and

**WHEREAS**, Section 103 of the General Municipal Law permits the School District to make purchases of apparatus, materials, equipment or supplies, or to contract for services related to the installation, maintenance or repair of apparatus, materials, equipment, and supplies, may make such purchases, or may contract for such services related to the installation, maintenance or repair of apparatus, materials, equipment, and supplies, as may be required by the School District therein through the use of a contract let by the United States of America or any agency thereof, any state or any other county or political subdivision or district therein if such contract was let to the lowest responsible bidder or on the basis of best value in a manner consistent with this section and made available for use by other governmental entities; and

**WHEREAS**, the School District desires to participate for the purpose of fulfilling and executing its public governmental purposes, goals, objectives, programs and functions; and

**WHEREAS**, the School District has reviewed the benefits of participating in this program and based on this review has concluded the program will provide the best value to taxpayers of this School District through the anticipated savings to be realized;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education of the Chappaqua Central School District authorizes the School District's participation in the NJPA Cooperative and authorizes the Assistant Superintendent for Business or the Purchasing Agent to register for the NJPA program on behalf of the School District.

**Moved by Victoria Tipp, seconded by Warren Messner that the Board of Education hereby approves Item 5.10, as presented. Motion carried 4-0. Board member, Karen Visser, was not present.**

5.11 BE IT RESOLVED that the Board of Education authorizes a stipend of \$4,526 for Eric Byrne as Acting Superintendent, effective November 1, 2016 through December 5, 2016.

**Moved by Warren Messner, seconded by Victoria Tipp that the Board of Education hereby authorizes a stipend of \$4,526 for Eric Byrne as Acting Superintendent, effective November 1, 2016 through December 5, 2016. Motion carried 4-0. Board member, Karen Visser, was not present. The Board thanked Dr. Byrne.**

5.12 BE IT RESOLVED that Employee No. 4056 shall be suspended with pay during the pendency of Section 3020-a Education Law proceedings.

**Moved by Warren Messner, seconded by Victoria Tipp that the Board of Education hereby suspends Employee No. 4056 with pay during the pendency of Section 3020-a Education Law proceedings. Motion carried 4-0. Board member, Karen Visser, was not present.**

## 6. Facilities Committee

Board member, Jeffrey Mester, as a Facilities Committee member shared there is a Facilities Committee meeting at 5:15 p.m. Thursday, January 12. Mr. Mester also stated that the District has recently received approval from the New York City DEP for the track and turf project at the competition field.

*(Click [here](#) to view the full discussion and move your cursor to 3h:09m:50s)*



7. **Policy Committee**

7.1 Policy 2001, Board of Education Communication Policy – 2<sup>nd</sup> Reading

Moved by Warren Messner, seconded by Victoria Tipp to approve Policy 2001, Board of Education Communication Policy, as presented. Motion carried 4-0. Board member, Karen Visser, was not present.

8. **Financials**

- 8.1 Claims Audit Report – November 30, 2016
- 8.2 Approve Treasurer's Report – November 2016
- 8.3 Appropriation Status Summary Report – 07/01/2016 to 11/30/2016
- 8.4 Revenue Status Report – 07/01/2016 to 11/30/2016
- 8.5 Appropriation Status Summary Report – 07/01/2016 to 12/31/2016
- 8.6 Revenue Status Report – 07/01/2016 to 12/31/2016

Moved by Jeffrey Mester, seconded by Alyson Gardner that the Board of Education approves Item 8.1 through Item 8.6, in one omnibus motion, as presented. Motion carried 4-0. Board member, Karen Visser, was not present.

9. **Communications**

10. **Notice of Future Meetings**

Wednesday, January 25, 2017  
7:30 p.m. – Horace Greeley High School Academic Commons  
*Support Services Plan*

11. **Adjournment**

Being no further business to be acted upon, the meeting was adjourned at 11:10 p.m. with a motion by Jeffrey Mester, seconded by Warren Messner. Motion carried 4-0. Board member, Karen Visser, was not present.

Respectfully submitted,



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

01/26/17  
Date



Alyson Gardner  
Board President

01/26/17  
Date

(Seal)

/tkd