

October 6, 2011

A regular meeting of the Board of Education, Union Free School District of the Tarrytowns, was held on Thursday, October 6, 2011 in the Board Room of the Administration Building, commencing at 8:00PM.

Present: B. Joseph Lillis, President
Vincent Nadile, Vice President
Sheila J. Conklin, Trustee
Mimi Godwin, Trustee
Craig Laub, Trustee
Katharine M. Swibold, Trustee

Roll Call

Absent: Paul Rode, Trustee

Also present: Howard W. Smith, Superintendent of Schools
Barbarann Tantillo, Assistant Superintendent
John J. Staiger, Jr., Assistant Superintendent for Business
Kathleen Haubner, Korn Rosenbaum, LLP.
John Burkhardt, Tax Certiorari Attorney
Nelly Valentin, District Clerk

Call to Order

Executive Session

President Lillis called the meeting to order at 7:32PM.

Trustee Godwin, moved, seconded by Trustee Swibold, that it be
RESOLVED: That the Board goes into executive session to discuss particular personnel matters.

CARRIED 6-0 7:33PM
No formal action was taken.

Public Session

CARRIED 6-0 8:03PM
Trustee Swibold moved, seconded by Trustee Nadile, that it be
RESOLVED: That the Board returns to Public Session.

There was a moment of silent meditation, after which the Pledge to the Flag was given.
President Lillis asked that the following people be remembered who recently passed away:
Sergio Pichardo, the father of Juan Pichardo, former bus driver for the district and father-in-law of
Rose Pichardo, teaching assistant at John Paulding; Denise Vetere, the mother of Patrick Vetere, elementary
teacher at W.L. Morse School.

**Meditation
Pledge to the Flag**

President Lillis indicated that a letter was received from a parent regarding our testing program and
Dr. Smith did respond to the parent.

**Communications,
Petitions &
Requests from the
Public**

A citizen commented on the rental of Tappan Hill School. Dr. Smith reported that two classrooms are
currently being leased for a term of one year, at a cost of \$25,000 a year, plus utilities.

A citizen addressed the board regarding the EPTA Innisbrook Fundraiser.
A citizen commented on busing concerns for students living in Sleepy Hollow Manor.
A citizen addressed the Board regarding a recent bullying incident involving their son at Sleepy Hollow
Middle School.

**Citizens'
Comments**

A citizen commented on bullying and asked the Board to get involved in these cases, before the situation gets out of control.

A citizen asked if the District had made Adequate Yearly Progress on the NYS Assessments. Dr. Smith indicated that the State has not made a final determination on the results. He reported that a detailed presentation on student assessment will be given at the November 3rd Board of Education meeting.

**Citizens'
Comments**

Kathleen Haubner from Korn Rosenbaum, LLC., gave a brief presentation on the 2010-11 audit report. She indicated that the Audit Committee met earlier this evening, as required by state law, to review the results of the report. Once again the District has received a clean, unqualified opinion. The auditors did not find any material adjustments and the statements are presented fairly in accordance with accounting standards. She did point out one change this year – new accounting standards issued this year with regard to presentation of the equity section, mainly fund balance. Districts are not allowed to have any undesignated account with more than 4% of next year’s budget. Joe Lillis reported that the Audit Committee did meet prior to tonight’s board meeting and covered the report in full. He thanked Ms. Haubner for her work and he is pleased to say that the District received a clean audit again this year. Discussion followed.

**Audit Report
2010-2011**

John Burkhardt, tax certiorari attorney for the District, gave a report on the process for tax certiorari filings. Tax certiorari is the process by which property owners challenge the assessments on their property, whether single family, condos, co-ops, commercial property, etc. It is a two step process:

**Tax Certiorari
Report**

1. If you think your assessment is too high then you can challenge it by filing a grievance with the town
2. If your grievance is denied you can then file a petition (administrative, then legal)

The process for single family homes is more expeditious then for commercial or condo/co-op properties. Commerical properties are filed as Article 7 and are considered serious ones. You have to file every year to challenge your assessment and if you skip a year, then you’ve lost your right to do that. The process normally takes between four to five years. Mr. Burkhardt works with the assessor and the town attorney for the Town of Greenburgh and Mt. Pleasant . The assessment rolls are so out of date that it has become more difficult to defend the assessments, the reductions are bigger and the tax rates are higher. Mr. Burkhardt noted that the best solution is to do a county-wide revaluation. John Staiger noted the following tax certioraris highlights:

- 2.36% of 2011-12 budget allocation for tax certiorari debt
- \$3.7 million in pending settlements
- 17 new filings for 2011-12
- Tax Certiorari Reserve as of 6/30/11 - \$3,434,555
 - Payments processed as of 9/30/11 - \$1,059,185
- Greenburgh assessed values – 7.39% reduction over ten years
- Mt. Pleasant assessed values – 12.64% reduction over ten years
- Debt Service obligations
- Greenburgh tax rate comparison
- Mt. Pleasant tax rate comparison

Discussion followed.

A citizen commented on the tax certiorari process and the percentage of grievances that are awarded and denied.

A citizen inquired about the reevaluation process.

**Citizens’
Comments**

Dr. Smith gave the following good news items:

- Catherine Lillis, SHHS class of 2012, is among the 16,000 seniors nationally to be named National Merit Scholar semifinalist
- On Thursday, November 3rd at 8:00 PM at SUNY Purchase four of Sleepy Hollow High School’s musicians will perform in the Area All-State Music Festival ensembles. Lily Sands for Band; Robert Dondiego and Andrew Eagan for Mixed Chorus; and Annie Warren for Women’s Chorus.

**Superintendent’s
Report**

Board Matters: President Lillis asked Trustee Godwin to report on the recent APPR workshop that she attended. Trustee Godwin indicated that she and Trustee Conklin attended the workshop at Pleasantville High School library. It was very well attended as this topic is very popular among school boards across the county. Three speakers who presented that evening included: Dr. Phyllis Glassman, Superintendent of Ossining, Ms. Jacqueline O’Donnell, SW BOCES Director of Professional Development, and Dr. James Langlois, SW BOCES Superintendent. Dr. Langlois reported that there are many pieces missing and it’s very hard for changes to be implemented. This seems not to be very well thought out. Discussion followed.

Board Matters:

President Lillis reminded the Board that there are two very interesting workshops being sponsored by WPSBA and encouraged Board members to attend if they are available:

1. Negotiations Session on October 13th
2. Tax Cap Workshop on October 21st

Trustee Godwin noted that last Saturday was the football game between Sleepy Hollow and Ossining. We should be very proud of all the students for their exemplary behavior. Fans, players, students and community members all had a great time. Unfortunately, Sleepy Hollow lost the game 25-20.

The Board discussed the proposed NYSSBA resolutions for the annual business meeting, scheduled for Saturday, October 29th at the Buffalo Niagra Convention Center. There are 19 resolutions being recommended for adoption by NYSSBA. The Board was in agreement with the above and Dr. Smith will communicate this information to WPSBA.

**Citizens’
Comments**

A few citizens commented on the NYSSBA resolutions.

A citizen inquired about the accident that occurred during the Rose Ceremony on Tuesday, September 4th. Dr. Smith reported that there was a mechanical problem with the screen and it broke. Thankfully, no one was injured.

A citizen inquired about student cell phone use at school and on school buses and asked if there is a Board policy regarding this issue. Dr. Smith noted that the issue was reviewed this year as part of the Code of Conduct.

**STAFF
PERSONNEL:**

CARRIED 6-0

Trustee Conklin moved, seconded by Trustee Nadile, that it be
RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the following Staff Personnel Motions, as listed:

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby appoints the following probationary staff members to tenure:

Tenure:
C. Lopez
A. Gonzalez

Christopher Lopez Tenure Area: Teaching Assistant
 Certification: Teaching Assistant
 Effective: October 6, 2011

Alexa Gonzalez Tenure Area: Elementary
 Certification: Childhood Education Gr. 1-6
 Effective: October 13, 2011

In accordance with Policy #9020, be it
 RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby appoints the following instructional/non-instructional substitute staff for the 2011/12 school year:

Substitute Staff:

Jaclyn Hackett	Teacher	\$85 per diem	
Sabrina Genco	Teacher	\$85 per diem	
Raquel Duran	Bus Attendant	\$14.04 per hour	
Randy Rodriguez	School Monitor	\$14.15 per hour	
Christina Kharem	Home Instruction Tutor	\$35 per hour	
Linita Metrikaite	Teaching Assistant	\$13.00 per hour	
Randy Rodriguez	Long Term Hall Monitor	\$14.15 per hour effective September 26 through May 28, 2012 (4¼ hours per day, 1 day per week)	
Josefina Mota	Long Term Cleaner	\$18.75 per hour effective September 27 through October 26, 2011	
Michael Fletcher	Tutor	\$35 per hour effective September 7 through September 13, 2011	
Aileen McGee	Teaching Assistant	\$13.00 per hour	
Eric Andrus	School Monitor (After School Detention)	\$18.46 per hour	
Ayami Abel	Long Term Teacher	\$290 per diem effective December 2, 2011 through February 29, 2012	
Deborah Polak	Teacher	\$85 per diem	
Roseann Venturini	Clerical Data Entry	\$25 per hour effective October 3 -24, 2011	
Carol Ressa	Clerical Data Entry	\$25 per hour effective October 3 -24, 2011	
Bonnie Berry	Clerical Data Entry	\$25 per hour effective October 3 -24, 2011	
Patricia Way-Townes	Clerical Data Entry	\$25 per hour effective October 3 -24, 2011	
Jacqueline Lopez	Clerical Data Entry	\$25 per hour effective October 3 -24, 2011	
Dwayne Dunlop	Teacher	\$85 per diem	
Danielle Schiavone	Long Term Teacher	\$290 per diem effective October 11 through December 23, 2011	
Evelyn Barrondo	Teaching Assistant	\$13.00 per hour	After School Program
Evelyn Barrondo	Clerical	\$14.73 per hour	

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby appoints the following staff to the After School Program for the 2011/2012 school year: (Grant funded)

Washington Irving School
Monique Lanjewar Teaching Assistant \$25 per hour

**After School
Program**

Sleepy Hollow Middle School
Keith Lenn Coordinator .5 \$40 per hour
Thomas Rogers Coordinator .5 \$40 per hour

Sleepy Hollow High School/Middle School
Diana Quizhpi Teaching Assistant \$25 per hour

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby revises the unpaid child care leave of absence for Audra Emmerich, English teacher – Sleepy Hollow Middle School, effective November 1, 2011 through November 7, 2011.

**LOA:
A. Emmerich
W. Almeida
K. Javier
R. Comerico**

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby grants an extension of an unpaid leave of absence to William Almeida, effective September 21, 2011 through October 27, 2011.

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby revises the unpaid child care leave of absence for Kathia Javier, teaching assistant – John Paulding School, effective September 27, 2011 through October 14, 2011.

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education grants an unpaid child care leave of absence to Renee Comerico, Elementary Teacher – Washington Irving School, effective April 17, 2012 through June 30, 2012.

In accordance with Policy #9020, be it

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby appoints the following instructional/non-instructional staff for the 2011/2012 school year:

**Staff
Appointment:**

Dolly Reynoso-Solana, Senior Office Assistant (Automated Systems) – Spanish Speaking, Office of Instruction and Personnel, probationary appointment in accordance with Civil Service Rules and Regulations, 7 hours per day, 12 months per year, at a salary of \$47,645 (prorated amount effective October 3, 2011 through June 30, 2012 will be \$35,734), effective October 3, 2011. This position is deemed confidential by the New York State Public Employees Relations Board. (Replacement)

**D. Reynoso-
Solana**

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby increases the salary of the following staff, due to an additional assignment at Sleepy Hollow High School, effective September 1, 2011 through June 30, 2012:

**Additional
assignment:**

Tom Mormile .2FTE of his salary for an additional class

**T. Mormile
M. Hickey**

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby increases the salary of the following staff, due to an additional assignment at Sleepy Hollow High School, effective September 26, 2011 through June 30, 2012:

Maureen Hickey .2FTE of her salary for an additional class

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education is authorized to offer a retirement incentive in two installments to any teacher or administrator who submits a letter of resignation for purposes of retirement on or before February 1, 2012, with an effective date no later than June 30, 2012 or June 30, 2013, as per the attached memorandum. (Appendix #1,2)

Retirement Incentives:

Teacher, Administrator

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education is authorized to offer a retirement incentive in two installments to any CSEA Unit #1 member (prorated for part-time staff) who submits a letter of resignation for purposes of retirement on or before February 1, 2012, with an effective date no later than August 31, 2012 or June 30, 2013, as per the attached memorandum. (Appendix #3)

**CSEA #1
CSEA #2
Teaching Asst.**

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education is authorized to offer a retirement incentive in two installments to any CSEA Unit #2 member (prorated for part-time staff) who submits a letter of resignation for purposes of retirement on or before February 1, 2012, with an effective date no later than August 31, 2012 or June 30, 2013, as per the attached memorandum. (Appendix #4)

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education is authorized to offer a retirement incentive in two installments to any teaching assistant who submits a letter of resignation for purposes of retirement on or before February 1, 2012, with an effective date no later than June 30, 2012 or June 30, 2013, as per the attached memorandum. (Appendix #5)

CARRIED 6-0

STUDENT PERSONNEL:

Trustee Conklin moved, seconded by Trustee Nadile, that it be

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the following Student Personnel Motions, as listed:

CPSE Report

RESOLVED: That the Board of Education accepts the recommendations from the Committee on Preschool Special Education (CPSE) at its August 9, 16, 31; September 8, 9, 2011 meetings, as attached. (Appendix #6).

Project You

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby appoints the following students to employment through Project You for the 2011/2012 school year: (stipends range from \$1.00 to \$3.00 per hour)

Student ID number #			
17827	19951	20187	110060047
17361	19970	100060003	110060050
18213	100060015	100060041	19009
17476	9810	90060055	90090010

CARRIED 6-0

Trustee Conklin moved, seconded by Trustee Nadile, that it be
RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the following Finance and Facilities Motion, as listed:

**FINANCE &
FACILITIES:**

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby accepts the audit of the 2010-2011 financial reports of the UFSD of the Tarrytowns as prepared by the CPA firm of Korn Rosenbaum LLP, and presented at the Board of Education meeting on October 6, 2011, and authorizes publication of the financial statement.

**Audit Report
2010-2011**

WHEREAS, law suits have been commenced to challenge the assessments on property owned by JB Realty LLC, having a street address of 21 North Broadway, Tarrytown, Parcel LD. 1.40-18-4 on the Tax Maps and Assessment Rolls of the Town of Greenburgh for assessment years 2008 through 2010; and

**Tax Certiorari:
JB Realty**

WHEREAS, the Union Free School District of the Tarrytowns (the "School District"), through its attorney, John F. Burkhardt, Esq., appeared in the pending litigation to protect the interests of the School District; and

WHEREAS, this case was previously settled for assessment years 2004-2007 but the corrected assessments were not carried forward as agreed and numerous discussions and meetings were held with the attorney for the petitioner, the Deputy Town Attorney for the Town of Greenburgh and counsel for the School District and various proposals to remedy the mistakes were discussed at length prior to arriving at a tentative settlement; and

WHEREAS, the School District's counsel and Deputy Town Attorney recommend approving the tentative settlement; and

NOW, THEREFORE, BE IT RESOLVED that it is in the best interests of the School District to settle this law suit with the following reductions in assessed values:

Ass't Year	Original AV	Corrected AV	Reduction	Tax Rate	Refund
2008	\$38,500.00	\$34,750.00	\$3,750.00	\$632.0322	\$2,370.12
2009	\$38,500.00	\$34,750.00	\$3,750.00	\$624.5343	\$2,342.00
2010	\$53,000.00	\$36,000.00	\$17,000.00	\$674.0918	\$11,459.56

Total Refund \$16,171.68

BE IT FURTHER RESOLVED, that John F. Burkhardt, Esq. is authorized to execute a Stipulation, Consent Judgment and any other relevant settlement documents consistent with this Resolution on behalf of the respondent-intervenor, the Union Free School District of the Tarrytowns.

**Surplus
Equipment**

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby declares the following items to be surplus and therefore eligible for disposal in accordance with State regulations:

Xerox 6015 Memorywriter
Serial #02C-108848

IBM Wheelwriter 30 Series II
Serial #0121603

**Surplus
Equipment**

IBM Selectric Typewriter
Tarrytown UFSD ID#0835

CARRIED 6-0

GENERAL:

Trustee Swibold moved, seconded by Trustee Conklin, that it be
RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of
Education hereby approves the following General Motions, as listed:

**Agreement:
Infante
Immigrant
Connection**

RESOLVED: That the Board of Education is authorized and empowered to execute an agreement with
Infante Immigrant Connection, Inc. , 65 Court Street, Suite 2, White Plains, NY 10601, to provide a Parent
Coordinator for Parent Services Program, at a rate of \$30.00 per hour, for the 2011/2012 school year.
(Funded by 21st Century Grant)

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of
Education hereby accepts, with appreciation, the following gift:

**Gift/Donation:
Bushnell
Outdoor
Products**

Bushnell Outdoor Products, of three H2O waterproof binoculars, model #151026, valued at \$290.85, to be
used by the students in the Environmental Action Club at Sleepy Hollow Middle School.

The Treasurer's Report for the month of August 2011 is attached to these minutes as Appendix #7.

**Treasurer's
Report: August
2011**

Old Business: President Lillis inquired about the busing status at WI. Dr. Smith reported that he and the
transportation director did a lot of work in identifying empty seats. They were able to match up students
with seats and he is happy to report that they were able to find a seat for every child at WI that was
affected by the new walking eligibility guidelines. He commended the citizens that attended the last board
meeting and he is glad that the District was able to accommodate them.

Old Business

President Lillis indicated that he will not be attending the Board meeting on October 20th and asked Vice
President Nadile to run the meeting.

A citizen inquired about the evacuation drill and why students are sent home and not back to school.

**Citizens'
Comments**

CARRIED 6-0 10:10PM

Trustee Conklin moved, seconded by Trustee Nadile, that it be
RESOLVED: That the Board goes into executive session to discuss a particular personnel matter.

**Executive
Session**

CARRIED 6-0 10:26PM

Trustee Swibold moved, seconded by Trustee Godwin, that it be
RESOLVED: That the Board returns to public session.

**Return to
Public Session**

CARRIED 6-0

10:26PM

Adjournment

Trustee Nadile moved, seconded by Trustee Swibold, that it be
RESOLVED: That the meeting of the Board be adjourned.

Respectfully submitted,

Nelly Valentin
District Clerk

Appendices:

Appendices

- #1 Teacher retirement incentive
- #2 Administrator retirement incentive
- #3 CSEA #1 retirement incentive
- #4 CSEA #2 retirement incentive
- #5 TA retirement incentive
- #6 CPSE Reports
- #7 Treasurer's Report: August 2011