

**Harrison Central School District  
Regular Business Meeting  
Of the Board of Education  
Wednesday, October 25, 2017**

**CALL TO ORDER**

The meeting was called to order by Kelly Mulvoy Mangan at 7:15 PM.

Motion: DiLorenzo                      Second: Wolverton                      Carried: 7 to 0

The meeting was adjourned at 7:15 PM to executive session for the purpose of discussion regarding employment/termination of specific individual employees; recommendation of the Committee of Special Education; and/or contractual matters.

Motion: Puccio                      Second: Sullivan                      Carried: 7 to 0

The Business meeting was called to order at 8:26 PM.

Motion: DiLorenzo                      Second: Estroff                      Carried: 7 to 0

**PLEDGE OF ALLEGIANCE**

**PRESENT**

Kelly Mulvoy Mangan, Dennis DiLorenzo, Rachel Estroff, Placido Dino Puccio, Joan Tiburzi, Robert Sullivan, Lindy Wolverton, Louis N. Wool, Ed.D., Superintendent of Schools, Christine Beitler, District Clerk

**ALSO PRESENT**

Michael Greenfield, Brian Ladewig, Robert Salierno

**ACCEPTANCE OF MINUTES**

October 11, 2017

Motion: DiLorenzo                      Second: Wolverton                      Carried: 7 to 0

**PUBLIC PARTICIPATION**

1. Robert Porto
2. Patrick Enright
3. Dr. Christopher Tyler

**PRESIDENT'S REPORT**

Audit Presentation for 2016-2017 School year presented by Scott Oling from the accounting and consulting firm of O'Connor Davies Munns & Dobbins, LLP.

**SUPERINTENDENT'S REPORT**

Facilities update presented by Robert Salierno, Assistant Superintendent for Business.

**PERSONNEL REPORT**

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education approves Items IA-E of the Personnel Report.

Motion: DiLorenzo                      Second: Puccio                      Carried: 7 to 0

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education approves Items IIA-E of the Personnel Report.

Motion: DiLorenzo                      Second: Puccio                      Carried: 7 to 0

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education approves Items IIIA-B of the Personnel Report.

Motion: DiLorenzo

Second: Puccio

Carried: 7 to 0

### **ADMINISTRATIVE REPORT**

#### **APPROVAL OF HARRISON HIGH SCHOOL DEBATE TEAM FIELD TRIP TO NEWARK, NEW JERSEY FOR A ROUND ROBIN COMPETITION**

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education approves a field trip for the Harrison High School Debate Team to travel to Newark Science Park High School in Newark, New Jersey on Thursday, January 4, 2018. Departure will be at 2:30 PM on January 4, 2018 from Harrison High School and students will return to Harrison High School at 11:00 PM on Thursday, January 4, 2018.

Motion: DiLorenzo

Second: Wolverton

Carried: 7 to 0

#### **APPROVAL OF HARRISON HIGH SCHOOL DEBATE TEAM FIELD TRIP TO NEWARK, NEW JERSEY FOR A ROUND ROBIN COMPETITION**

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education approves a field trip for the Harrison High School Debate Team to travel to Newark Science Park High School in Newark, New Jersey on Friday, January 5, 2018. Departure will be at 6:30 AM on January 5, 2018 from Harrison High School and students will return to Harrison High School at 11:00 PM on Friday, January 5, 2018.

Motion: DiLorenzo

Second: Wolverton

Carried: 7 to 0

#### **APPROVAL OF HARRISON HIGH SCHOOL DEBATE TEAM FIELD TRIP TO NEWARK, NEW JERSEY FOR A DEBATE TEAM TOURNAMENT**

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education approves a field trip for the Harrison High School Debate Team to travel to Newark Science Park High School in Newark, New Jersey on Friday, January 5, 2018. Departure will be at 2:30 PM on January 5, 2018 from Harrison High School and students will return to Harrison High School at 11:00 PM on Friday, January 5, 2018.

Motion: DiLorenzo

Second: Wolverton

Carried: 7 to 0

#### **APPROVAL OF HARRISON HIGH SCHOOL DEBATE TEAM FIELD TRIP TO NEWARK, NEW JERSEY FOR A ROUND ROBIN COMPETITION**

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education approves a field trip for the Harrison High School Debate Team to travel to Newark Science Park High School in Newark, New Jersey on Saturday, January 6, 2018. Departure will be at 6:40 AM on January 6, 2018 from Harrison High School and students will return to Harrison High School at 9:30 PM on Saturday, January 6, 2018.

Motion: DiLorenzo

Second: Wolverton

Carried: 7 to 0

#### **APPROVAL OF HARRISON HIGH SCHOOL CHORUS AND THEATER STUDENTS GRADES 10-12 FIELD TRIP TO CALLICOON, NEW YORK**

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education approves a field trip for Harrison High School Chorus and Theater Students Grades 10-12 to travel to Villa Roma Resort in Callicoon, New York on Friday, January 5, 2018. Departure will be at 2:00 PM on January 5, 2018 from Harrison High School and students will return to Harrison High School at 3:30 PM on Sunday, January 7, 2018.

Motion: DiLorenzo

Second: Wolverton

Carried: 7 to 0

**APPROVAL OF EXTRACURRICULAR CLUBS**

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the creation of the following extracurricular club:

Gay-Straight Alliance Club                                      Louis M. Klein Middle School  
Mindfulness & Yoga    Purchase School

Motion: DiLorenzo                                      Second: Wolverton                                      Carried: 7 to 0

**ACCEPTANCE OF DONATION FROM MUSIC & ARTS**

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education, in accordance with Policy Number 5230 (Gifts and Private Grants), accepts from Music & Arts a cello to be used during the 2017-18 school year and extends deep appreciation to Music & Arts for their generosity.

Motion: DiLorenzo                                      Second: Wolverton                                      Carried: 7 to 0

**ACCEPTANCE OF HARRISON EDUCATIONAL FOUNDATION GRANT**

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education, in accordance with Policy Number 5230 (Gifts and Private Grants) accepts a donation from the Harrison Educational Foundation in the amount of \$4,154.50 to be utilized for the grants, as noted, and extends deep appreciation to the Foundation for their generosity.

<u>Grant</u>	<u>School</u>	<u>Administrator</u>	<u>Amount</u>
Cold Spring Harbor Labs	High School	O'Keeffe	\$ 1,752.00
Museum of Natural History	High School	O'Keeffe	\$ 2,402.50
<b>Total HEF Approved Grants</b>			<b>\$ 4,154.50</b>

Motion: DiLorenzo                                      Second: Wolverton                                      Carried: 7 to 0

**APPROVAL OF CSE/CPSE MINUTES**

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education approves CSE/CPSE minutes for the following case numbers: 3700016, 3600072, 900036, 3400008, 900110, 3200067, 3300166, 3000127, 900027, 900041, 3500034, 3700042

Motion: DiLorenzo                                      Second: Wolverton                                      Carried: 7 to 0

**APPROVAL OF CSE/CPSE RECOMMENDATIONS**

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education approves CSE/CPSE recommendations for the following case numbers: 80004, 3700028, 900121, 900109, 900126

Motion: DiLorenzo                                      Second: Wolverton                                      Carried: 7 to 0

**FINANCE REPORT**

**2017/18 APPROPRIATION TRANSFERS** (Attachment #1)

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the 2017/18 appropriation transfers as submitted.

Motion: DiLorenzo                                      Second: Puccio                                      Carried: 7 to 0

**TREASURER'S REPORT: SEPTEMBER 2017** (Attachment #2)

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the Treasurer's report for the month of September 2017.

Motion: DiLorenzo                                      Second: Puccio                                      Carried: 7 to 0

**ADOPTION OF THE 2018/19 BUDGET CALENDAR** (Attachment #3)

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education adopts the 2018/19 Budget Calendar.

Motion: DiLorenzo

Second: Puccio

Carried: 7 to 0

**INTERNAL AUDIT REPORTS**

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education accepts the Agreed-Upon Procedures Report dated August 15, 2017 and the Risk Assessment Update Report dated August 15, 2017, prepared by Cullen & Danowski, LLP.

Motion: DiLorenzo

Second: Puccio

Carried: 7 to 0

**INDEPENDENT AUDIT REPORT YEAR ENDED JUNE 30, 2017**

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education accepts the Independent Audit of the General Purpose Financial Statements for the year ended June 30, 2017, prepared by O'Connor Davies, LLP.

Motion: DiLorenzo

Second: Puccio

Carried: 7 to 0

**CONTRACT WITH DJ SOUNDS UNLIMITED FOR DJ SERVICES FOR LMK 7<sup>TH</sup> GRADE DANCE**

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the contract with DJ Sounds Unlimited for DJ services for the LMK 7<sup>th</sup> grade dance scheduled on Friday, December 1, 2017.

Motion: DiLorenzo

Second: Puccio

Carried: 7 to 0

**CONTRACT AWARD RFB #17/18-18: FOOD SERVICE EQUIPMENT** (Attachment #4)

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the contract for food service equipment to the lowest responsive and responsible bidder, Chef Depot d/b/a Culinary Depot, Monsey, New York

Motion: DiLorenzo

Second: Puccio

Carried: 7 to 0

**DISPOSAL OF EQUIPMENT**

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the disposal of the following items located at the Purchase School.

1 teacher desk

1 rolling cart

2 large cabinets

Motion: DiLorenzo

Second: Puccio

Carried: 7 to 0

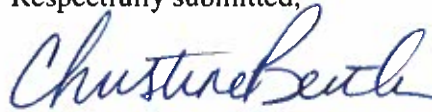
The business meeting was adjourned at 9:25 PM.

Motion: DiLorenzo

Second: Tiburzi

Carried: 7 to 0

Respectfully submitted,



Christine Beitler

**2017-18 BUDGET TRANSFERS  
OCTOBER 25, 2017**

**REVISED**

ACCOUNT		TO	DESCRIPTION		Reason For Transfer
FROM					
A2110.132.01.0000		Instr. Sal. HHS		(16,300.00)	To transfer teacher salaries between buildings as needed
	A2110.120.06.0000	Instr. Sal. PRES		16,300.00	
A2110.403.09.0001		Teacher Conf. HHS		(435.00)	F.N.
	A2070.490.09.0000	Boces Svcs.		435.00	
A2110.403.09.0004		Teacher Conf. PAR		(868.00)	M.M.; M.D.
	A2070.490.09.0000	Boces Svcs.		868.00	
A2855.500.21.0000		Materials & Supplies		(1,200.00)	HUDL
	A2855.400.21.0000	Contract Svcs.		1,200.00	

Approved at BOE Meeting \_\_\_\_\_

Entered By \_\_\_\_\_

Entry Number \_\_\_\_\_

**HARRISON CENTRAL SCHOOL DISTRICT  
TREASURER'S REPORT  
SEPTEMBER 2017**

**GENERAL FUND****J.P. MORGAN CHASE - CHECKING**

Opening Balance 9/01/17			\$4,408,162.40
Receipts:	Interest Earnings	\$233.69	
	PILOT Revenues	\$545,636.97	
	Misc. Revenues	\$35,028.96	
	State/Federal Aid	\$225,986.51	
	Transfer from Other Funds/Accounts	\$8,700,000.00	\$9,506,886.13
Disbursements:	Transfer to Other Funds/Accounts	(\$10,492,320.09)	
	Transfer - Teachers' Retirement	(\$39,884.56)	
	Transfer - NY Power Authority	(\$41,249.53)	(\$10,573,454.18)
Closing Balance 9/30/17			<u><u>\$3,341,594.35</u></u>

**PEOPLE'S UNITED BANK - CHECKING**

Opening Balance 9/01/17			\$4,545,419.73
Receipts:	Interest Earnings		\$1,994.54
Disbursements:	Transfer to Other Funds/Accounts		(\$500,000.00)
Closing Balance 9/30/17			<u><u>\$4,047,414.27</u></u>

**J.P.MORGAN CHASE - CHECKING**

Opening Balance 9/01/17			\$890,129.89
Receipts:	Interest Earnings		\$109.49
Closing Balance 9/30/17			<u><u>\$890,239.38</u></u>

**WEBSTER BANK**

Opening Balance 9/01/17			\$18,386,393.67
Receipts:	Interest Earnings		\$13,738.94
Disbursements:	Transfer to Other Funds/Accounts		(\$8,200,000.00)
Closing Balance 9/30/17			<u><u>\$10,200,132.61</u></u>

**SIGNATURE BANK**

Opening Balance 9/01/17			\$625,406.69
Receipts:	Interest Earnings		\$359.92
Closing Balance 9/30/17			<u>\$625,766.61</u>

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**SCHOOL LUNCH PROGRAM****J.P.MORGAN CHASE - CHECKING**

Opening Balance 9/01/17			\$14,209.37
Receipts:	Interest Earnings	\$9.65	
	Misc. Revenues	\$127,071.81	\$127,081.46
Disbursements:	NYS Sales Tax		(\$243.19)
Closing Balance 9/30/17			<u>\$141,047.64</u>

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**EXPENDABLE TRUST FUND****J.P. MORGAN CHASE - MONEY MARKET**

Opening Balance 9/01/17			\$350,794.19
Receipts:	Interest Earnings	\$43.19	
	Misc. Revenues	\$3,827.15	\$3,870.34
Closing Balance 9/30/17			<u>\$354,664.53</u>

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**PAYROLL ACCOUNT - TRUST & AGENCY****J.P.MORGAN CHASE - CHECKING**

Opening Balance 9/01/17			\$4,046.74
Receipts:	Interest Earnings	\$7.61	
	Transfer from Gen.Fund	\$6,940,171.06	\$6,940,178.67
Disbursements:	Payroll expenditures		(\$6,940,171.06)
Closing Balance 9/30/17			<u>\$4,054.35</u>

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**TRUST & AGENCY FUND****J.P.MORGAN CHASE - CHECKING**

Opening Balance 9/01/17			\$3,592.02
Receipts:	Interest Earnings	\$2.22	
	Misc. Receipts	\$26,069.00	\$26,071.22
Disbursements:	NSF checks		(\$271.00)
Closing Balance 9/30/17			<u>\$29,392.24</u>

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**MULTI FUND ACCOUNT**

- (maintains a zero balance - checks are covered as presented)

**J.P.MORGAN CHASE - CHECKING**

OUTSTANDING CHECKS AT 8/1/17	\$1,961,073.23
CHECKS ISSUED SEPTEMBER 2017	\$3,472,909.36
PAID (CASHED) CHECKS SEPTEMBER 2017	<u>(\$3,552,149.03)</u>
OUTSTANDING CHECKS AT 9/30/2017	<u>\$1,881,833.56</u>

**RECAP OF CASH BALANCES AT 9/30/17:**

General Fund	\$19,105,147.22
School Lunch Fund	\$141,047.64
Trust & Agency Fund	\$33,446.59
Expendable Trust Fund	<u>\$354,664.53</u>
<b>TOTAL CASH</b>	<u>\$19,634,305.98</u>
Less: Multifund outstanding checks	<u>(\$1,881,833.56)</u>
<b>Book Balance Cash</b>	<u>\$17,752,472.42</u>

<b>SEPTEMBER INTEREST EARNINGS - ALL ACCOUNTS</b>	<b>\$16,499.25</b>
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I certify that the above balances are in agreement with the bank reconciliations and the balances are collateralized as required for the month ending September 30, 2017.

  
\_\_\_\_\_  
Treasurer's Signature

10/12/17  
Date



**HARRISON CENTRAL SCHOOL DISTRICT  
PROPOSED 2018/19 BUDGET DEVELOPMENT CALENDAR  
Meetings Will Be Held In LMK Library**

Week of 11/20/17		Budget Information provided to all administrators
1/3/18		Budget detail from all principals/administrators, along with supporting data due in the Office of the Assistant Superintendent for Business (non-staffing)
1/23-1/29/18		Superintendent holds individual meetings with administrators (Staffing)
2/13/18 - Tuesday	BOE	Board meeting/Budget Work Session #1 & Superintendent's Budget Overview
2/16/18		Draft budget to entire Board
2/27/18		Draft budget to Citizen's Budget Committee
2/27/18 - 7:15 p.m.	CBAC	CBAC & Superintendent's Budget Overview/Work Session #1
3/1/18		District must file its Tax Levy Limit Calculation to SED and OSC.
3/7/18	BOE	Board meeting/Budget Work Session #2
3/13/18 - 7:15 p.m.	CBAC	CBAC Work Session #2
3/21/18	BOE	Board meeting/Budget Work Session #3 (If needed)
4/3/18 - 7:15 p.m.	CBAC	CBAC Work Session #3 (If needed)
Dates of Publication: 3/30/18 - 1 <sup>st</sup> 4/13/18 - 2 <sup>nd</sup> 4/27/18 - 3 <sup>rd</sup> 5/11/18 - 4 <sup>th</sup>		Legal notice of date, time and place of School Budget Hearing and Annual Budget Vote/Election. Must advertise 4 times within 7 weeks with the first legal notice published at least 45 days before the Annual Budget Vote (45-49 days). Notice should appear in 2 general circulation newspapers.
Dates of Submission: 4/16/18 - 1 <sup>st</sup> 5/10/18 - 2 <sup>nd</sup> 6/4/18 - 3 <sup>rd</sup>		Campaign expense statements to be submitted by candidates 30 days before election 5 days before election 20 days after election
4/16/18		Submission of petitions for propositions to be placed on the ballot Submission of petitions for Board of Education candidates by 5 p.m.
4/18/18-5/14/18		Absentee ballots available
4/18/18	BOE	Adoption of budget by Board of Education
4/19/18 Must be submitted to SED the day after Board adoption of budget, but no later than 4/23/18		Transmission of Property Tax Report Card to NYS Education Department and local newspapers of record  Budget to printer
4/25/18-5/1/18		Budget & required documents available to voters/on website at least 7 days before Budget Hearing & 14 days before vote District newsletter mailed to community
5/2/18	BOE	Public Budget Hearing (must be 7-14 days prior to vote)
5/3/18 Must be mailed the day after the public hearing on the budget, but no later than 5/9/18		Six day budget notice mailed to all qualified voters
5/15/18		Annual Meeting Statewide Budget Vote & Board of Education Election

**RFB #17/18-18: Food Service Equipment**

Bids for four pieces of commercial kitchen equipment were advertised and solicited.  
Four (4) responses were received:

	Items Bid	Proposed Cost	Items Awarded	Amount of Award
<b>Chef Depot d/b/a Culinary Depot Monsey, NY</b>	<b>4</b>	<b>\$17,968</b>	<b>4</b>	<b>\$17,968</b>
Douglas Equipment Bluefield, WV	4	\$19,787	-	-
Pueblo Hotel Supply Pueblo, CO	3	\$19,252	-	-
Sam Tell & Son, Inc. Farmingdale, NY	4	\$21,405	-	-

Recommendation: Award contract to the lowest responsive and responsible bidder, Chef Depot d/b/a Culinary Depot, Monsey, NY.