

**Harrison Central School District
Regular Business Meeting
Of the Board of Education
Wednesday, January 3, 2018**

CALL TO ORDER

The meeting was called to order by Kelly Mulvoy Mangan at 7:30 PM.

Motion: Sullivan Second: Wolverton Carried: 6 to 0

The meeting was adjourned at 7:31 PM to executive session for the purpose of discussing the employment history of a particular individual and matters leading to the discipline of a particular individual.

Motion: Estroff Second: Tiburzi Carried: 6 to 0

Executive session was adjourned at 8:30 for the purposes of returning to the open meeting.

Motion: DiLorenzo Second: Puccio Carried: 7 to 0

PLEDGE OF ALLEGIANCE

PRESENT

Kelly Mulvoy Mangan, Dennis DiLorenzo (arrived at 7:34 PM), Rachel Estroff, Placido Dino Puccio, Robert Sullivan, Joan Tiburzi, Lindy Wolverton, Louis N. Wool, Ed.D., Superintendent of Schools, Christine Beitler, District Clerk

ALSO PRESENT

Brian Ladewig, Robert Salierno

ACCEPTANCE OF MINUTES

December 6, 2017

Motion: DiLorenzo Second: Wolverton Carried: 7 to 0

PUBLIC PARTICIPATION

None

PRESIDENT'S REPORT

PERSONNEL REPORT

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

Motion: DiLorenzo Second: Tiburzi Carried: 7 to 0

SUPERINTENDENT'S REPORT

1. Facilities Update by Robert Salierno and Robert Sullivan

PERSONNEL REPORT

BE IT RESOLVED, that Employee No. 3334 shall be suspended with pay during the pendency of said Section 3020-a Education Law proceedings.

Motion: DiLorenzo Second: Tiburzi Carried: 7 to 0

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

Motion: DiLorenzo Second: Tiburzi Carried: 7 to 0

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

Motion: DiLorenzo

Second: Tiburzi

Carried: 7 to 0

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

Motion: DiLorenzo

Second: Tiburzi

Carried: 7 to 0

ADMINISTRATIVE REPORT

APPROVAL OF HARRISON HIGH SCHOOL VARSITY CHEERLEADING TEAM FIELD TRIP TO ORLANDO, FLORIDA FOR THE NATIONAL HIGH SCHOOL CHEERLEADING CHAMPIONSHIP

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 Varsity Cheerleading Team to travel to the Walt Disney Resort in Orlando, Florida on Thursday, February 8, 2018. Departure will be on Thursday, February 8, 2018 from Harrison High School and students will return to Harrison High on Monday, February 12, 2018.

Motion: DiLorenzo

Second: Wolverton

Carried: 7 to 0

APPROVAL OF HARRISON HIGH SCHOOL DECA TEAM FIELD TRIP TO ROCHESTER, NEW YORK

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 DECA Team to travel to the Riverside Convention Center in Rochester, New York on Wednesday, March 7, 2018. Departure will be at 6:00 AM on March 7, 2018 from Harrison High School and students will return to Harrison High School at 6:00 PM on Friday, March 9, 2018.

Motion: DiLorenzo

Second: Wolverton

Carried: 7 to 0

APPROVAL OF HARRISON HIGH SCHOOL DEBATE TEAM FIELD TRIP TO HOUSTON, TEXAS FOR THE NATIONAL ROUND ROBIN

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 the Northland Christian School in Houston, Texas on Thursday, March 22, 2018. Departure will be on Thursday, March 22, 2018 from Harrison High School and students will return to Harrison High School on Sunday, March 25, 2018.

Motion: DiLorenzo

Second: Wolverton

Carried: 7 to 0

APPROVAL OF HARRISON HIGH SCHOOL JAZZ BAND FIELD TRIP TO GREENWICH, CONNECTICUT FOR THE ESSENTIALLY ELLINGTON REGIONAL JAZZ FESTIVAL

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 Jazz Band to travel to Greenwich High School in Greenwich, Connecticut on Saturday, March 24, 2018. Departure will be at 9:00 AM on Saturday, March 24, 2018 from Harrison High School and students will return to Harrison High School at 5:15 PM on Saturday, March 24, 2018.

Motion: DiLorenzo

Second: Wolverton

Carried: 7 to 0

APPROVAL OF DONATION FROM JOHN N. SHOFI TO ESTABLISH A SCHOLARSHIP FUND IN MEMORY OF MARIE V. SHOFI

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 John N. Shofi, in memory of Marie V. Shofi, in the amount of \$5,000.00 to establish an annual scholarship in her name available to a graduating high school senior who demonstrates a combination of scholastic achievement and a selfless dedication to service for others. The Board extends their deepest appreciation for this donation.

Motion: DiLorenzo Second: Wolverton Carried: 7 to 0

ADOPTION OF THE HARRISON CENTRAL SCHOOL DISTRICT POLICIES: STAFF USE OF COMPUTERIZED INFORMATION RESOURCES AND USE OF EMAIL FOR THE 2017-18 SCHOOL YEAR

BE IT RESOLVED that the Board of Education hereby conducts the adoption of the following district policies, copies of which are available for public review in the office of the District Clerk:

6410: Staff Use of Computerized Information Resources

6411: Use of Email in the School District

Motion: DiLorenzo Second: Wolverton Carried: 7 to 0

APPOINTMENT OF IMPARTIAL HEARING OFFICER

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education appoints Jeanne Keefe as Impartial Hearing Officer for Case Number 510528.

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: 3600100, 290000114, 3700042, 900013, 3200076, 900027, 3100043, 3500068, 900042, 3200084, 900130, 3500044, 3400041, 504499, 3500051, 3100056, 900120, 28000011, 3200056, 900103, 900003, 900053, 3200067, 3100008, 3500111, 3000051, 900050, 3700035, 900147

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: 80009, 3700045, 900139, 3700015, 900104, 2700024, 80008, 900133, 900136, 3700044, 900137, 900138, 900134

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: NOVEMBER 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 November 2017.

Motion: DiLorenzo Second: Puccio Carried: 7 to 0

APPROVAL TO CLOSE INACTIVE SPECIAL PURPOSE ACCOUNTS

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the closure of the following special purpose accounts and transferring the remaining balances to the General Fund due to inactivity in each of these accounts over the past several years as recommended by the guidelines established by the New York State Education Department.

Ralph Desimone Scholarship	\$42.95
Eleanor Nicita Scholarship	\$36.33
Sean C. Eddings Award	\$0.81
Anna Bonchick Scholarship	\$50.19
Viscome Scholarship	<u>\$83.73</u>
	<u>\$214.01</u>

Motion: DiLorenzo Second: Puccio Carried: 7 to 0

AMENDMENT TO THE 2017-2018 GENERAL FUND BUDGET FOR USE OF THE EMPLOYEES' RETIREMENT RESERVE AS BUDGETED

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education transfers an amount from the Appropriated Reserve to offset the cost of the annual payment to the Employees' Retirement System and amends the 2017-2018 budget as follows:

A599 (G/L)	Appropriated Fund Balance	\$200,000
A960 (G/L)	Estimated Appropriations	(\$200,000)
A9010.800.09.0000 (subsidiary)	NYS Retirement - ERS	(\$200,000)

Motion: DiLorenzo Second: Puccio Carried: 7 to 0

TAX CERTIORARI: HARRISON OFFICE PLAZA ASSOC. LLC TAX MAP # 111-13

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education authorizes its attorneys, Shaw, Perelson, May & Lambert, LLP to execute a Consent Judgment in the tax certiorari proceeding captioned Harrison Office Plaza Assoc. LLC v. Town of Harrison & Harrison CSD.

AND IT IS FURTHER RESOLVED, that the Board authorizes the refund of taxes as required by the terms of the Consent Judgment.

Motion: DiLorenzo Second: Puccio Carried: 7 to 0

REJECTION OF PROPOSALS - RFP #2018-4: VOLUNTARY LIFE INSURANCE

BE IT RESOLVED that upon the recommendation of the Superintendent of Schools, the Board of Education rejects the proposals received in response to RFP #2018-4: Voluntary Life Insurance. The product will not be re-solicited.

Motion: DiLorenzo Second: Puccio Carried: 7 to 0

CONTRACT FOR HEALTH SERVICES: DOBBS FERRY UNION FREE SCHOOL DISTRICT

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the 2017/18 contract with the Dobbs Ferry Union Free School District for health services provided to 29 resident students at a cost of \$32,347.18.

Motion: DiLorenzo Second: Puccio Carried: 7 to 0

CONTRACT AWARD: RFP #2018-6: SCHOOL TRANSPORTATION CONSULTANT (Attachment #3)

Whereas, Requests for Proposal for the provision of Transportation Consulting Services were solicited and four proposals were received and evaluated;

Now Therefore,

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, awards a contract for Transportation Consulting Services to Transportation Advisory Services, Hopewell Junction, NY, based on the proposal submitted in response to RFP #2018-6. The total fee for services is \$10,800 plus expenses capped at \$875.

Motion: DiLorenzo

Second: Puccio

Carried: 7 to 0

CONTRACT AWARD RFB #17/18-19: ROOFING SERVICES (Attachment #4)

WHEREAS, in response to a bid solicitation for roofing services, as required, during the 2017-2018 school year, three proposals were received, opened and evaluated; and

WHEREAS, the lowest proposal received from A & J Construction is non-responsive in that they did not provide the required financials, even after giving them the opportunity to do so; and

WHEREAS, the Board previously awarded a contract for carpentry services (RFB #15/16-20) to the lowest bidder, which contract was terminated by the Board at the May 4, 2016 meeting of the Board of Education, based on the contractor's submission of inflated proposals for specific projects to be completed according to the contract terms which is a valid basis for determining that the bidder is an irresponsible bidder for future bids for this School District;

NOW, THEREFORE, BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education rejects the lowest bid received as being non-responsive to the bid documents as described above; and

BE IT FURTHER RESOLVED, that the Board of Education awards the contract for roofing services, as required, during the 2017-2018 school year, to the lowest responsible and responsive bidder, Milcon Construction Corp, West Babylon, NY in accordance with the attached analysis.

Motion: DiLorenzo

Second: Puccio

Carried: 7 to 0

CONTRACT FOR SPECIAL EDUCATION SERVICES: MT. PLEASANT COTTAGE SCHOOL UFSD

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the contract with Mt. Pleasant Cottage School UFSD for Special Education Services provided to a resident student for the 2017/18 school year.

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 Purchase School to dispose of old science curriculum materials as listed below:

First grade:

Solids and Liquids

Animals Two x Two

Fabrics

Second Grade:

Organisms

Air and Weather

Plants
Pebbles, Sand and Silt
Insects

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 one adult chair located at the Purchase School.

Motion: DiLorenzo

Second: Puccio

Carried: 7 to 0

The business meeting was adjourned at 9:00 PM.

Motion: Wolverton

Second: Estroff

Carried: 7 to 0

Respectfully submitted.



Christine Beitler

2017-18 BUDGET TRANSFERS
 JANUARY 3, 2018

REVISED

ACCOUNT	FROM	TO	DESCRIPTION		
	A1670.400.01.0000		Postage HHS	(350.00)	
		A1670.160.09.0000	Clerical Sal.	350.00	
	A2110.132.01.0000		Instr. Sal. HHS	(80,000.00)	To transfer funds for LOA return
		A2250.150.04.0000	Instr. Sal. PAR	80,000.00	
	A9020.800.09.0000		Teacher Ret.	(3,400.00)	
		A1325.160.08.0000	Treasurer Sal.	3,400.00	
	A2110.165.03.0009		Aides Sal. HAS Addt'l Hrs.	(1,000.00)	
		A2110.165.03.0000	Aides Sal. HAS	1,000.00	
	A2110.450.09.0002		Elem. Prom. Initiatives	(3,500.00)	
	A2070.400.09.0000		Prof. Devel.	(1,000.00)	
		A2110.480.06.0000	Textbooks PRES	4,500.00	
	A2250.400.22.0000		Sped Contract Svcs.	(14,600.00)	To transfer funds between special eduction lines for additional related services cost
		A2250.472.22.0000	Related Services	14,600.00	
	A1240.401.08.0000		Contractual Benefits	(20,000.00)	To transfer funds for contractual changes
	A2020.150.09.0000		DW Supv. Sal.	(23,000.00)	
		A1240.150.08.0000	Supt. Sal.	43,000.00	
	A9020.800.09.0000		Teacher Retirement	(49,500.00)	To transfer funds for contractual changes
		A1310.150.08.0000	Asst. Supt for Bus.	35,000.00	
		A2010.150.09.0000	Asst. Supt. for C & I	10,500.00	
		A1430.150.08.0000	Asst. Supt. for HR	4,000.00	
	A1620.162.09.0009		DW Custodial OT	(6,000.00)	To Transfer funds as needed for disctrict-wide wiring
		A1620.163.09.0009	Security/Wiring	6,000.00	
	A2110.132.01.0000		Instr. Sal. HHS	(7,000.00)	
		A2110.120.06.0000	Instr. Sal. PRES	7,000.00	
	A2110.120.03.0000		Instr. Sal. HAS	(75,000.00)	To transfer funds for returning LOA's
		A2250.150.03.0000	Instr. Sal. HAS	75,000.00	
	A2110.165.03.0009		Aides Sal. Addt'l Hrs. HAS	(500.00)	
		A2110.165.03.0000	Aides Sal. HAS	500.00	
	A2020.500.04.0000		Materials & Supplies HAS	(275.00)	
		A2020.400.04.0000	Contractual Svcs. HAS	275.00	
	CAPITAL				
	H1801.293.01.1620		General Constr.	(3,880.00)	To transfer funds to cover architectural fees for HS
		H1801.245.01.1620	Architects	3,880.00	roof project as needed

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

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

Opening Balance 11/01/17		\$1,614,252.42
Receipts:	Interest Earnings	\$92.94
	Real Property Tax Revenues	\$20,502.85
	Misc. Revenues	\$98,660.92
	State/Federal Aid	\$401,317.31
	Transfer from Other Funds/Accounts	\$15,700,000.00
		\$16,220,574.02
Disbursements:	Transfer to Other Funds/Accounts	(\$13,226,721.20)
	Transfer - Teachers' Retirement	(\$2,045,273.34)
	Transfer - NY Power Authority	(\$55,599.18)
		(\$15,327,593.72)
Closing Balance 11/30/17		<u>\$2,507,232.72</u>

PEOPLE'S UNITED BANK - CHECKING

Opening Balance 11/01/17		\$1,051,033.95
Receipts:	Interest Earnings	\$527.09
Closing Balance 11/30/17		<u>\$1,051,561.04</u>

J.P.MORGAN CHASE - CHECKING

Opening Balance 11/01/17		\$961,850.47
Receipts:	Interest Earnings	\$325.09
	Westchester County Sales Tax	\$395,884.00
	Real Property Tax Revenues	\$10,587,076.52
		\$10,983,285.61
Disbursements:	Transfer to Other Funds/Accounts	(\$11,300,000.00)
Closing Balance 11/30/17		<u>\$645,136.08</u>

CUSTOMERS BANK - MONEY MARKET

Opening Balance 11/01/17		\$14,005,183.56
Receipts:	Interest Earnings	\$12,662.22
Closing Balance 11/30/17		<u>\$14,017,845.78</u>

WEBSTER BANK

Opening Balance 11/01/17		\$27,977,992.97
Receipts:	Interest Earnings	\$27,037.17
	Transfer from Other Funds/Accounts	\$7,000,000.00
		\$7,027,037.17
Disbursements:	Transfer to Other Funds/Accounts	(\$7,007,632.36)
Closing Balance 11/30/17		<u>\$27,997,397.78</u>

SIGNATURE BANK

Opening Balance 11/01/17		\$626,138.75
Receipts:	Interest Earnings	\$360.34
Closing Balance 11/30/17		<u>\$626,499.09</u>

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

Opening Balance 11/01/17		\$271,405.38
Receipts:	Interest Earnings	\$39.94
	Misc. Revenues	\$109,409.02
Closing Balance 11/30/17		<u>\$380,854.34</u>

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

Opening Balance 11/01/17		\$355,209.65
Receipts:	Interest Earnings	\$44.30
	Misc. Revenues	\$6,154.50
Closing Balance 11/30/17		<u>\$361,408.45</u>

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

Opening Balance 11/01/17		\$4,083.82
Receipts:	Interest Earnings	\$17.83
	Transfer from Gen.Fund	\$5,220,971.49
Disbursements:	Payroll expenditures	(\$5,220,971.49)
Closing Balance 11/30/17		<u>\$4,101.65</u>

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

Opening Balance 11/01/17		\$56,610.09
Receipts:	Interest Earnings	\$7.78
	Misc. Receipts	\$9,376.49
Closing Balance 11/30/17		<u>\$65,994.36</u>

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

J.P.MORGAN CHASE - CHECKING

OUTSTANDING CHECKS AT 10/1/17	\$420,604.86
CHECKS ISSUED NOVEMBER 2017	\$5,627,332.99
PAID (CASHED) CHECKS NOVEMBER 2017	<u>(\$3,613,382.07)</u>
OUTSTANDING CHECKS AT 11/30/2017	<u>\$2,434,555.78</u>

RECAP OF CASH BALANCES AT 11/30/17:

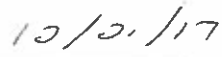
General Fund	\$46,845,672.49
School Lunch Fund	\$380,854.34
Trust & Agency Fund	\$70,096.01
Expendable Trust Fund	<u>\$361,408.45</u>
TOTAL CASH	\$47,658,031.29
Less: Multifund outstanding checks	<u>(\$2,434,555.78)</u>
Book Balance Cash	<u>\$45,223,475.51</u>

NOVEMBER INTEREST EARNINGS - ALL ACCOUNTS	\$41,114.70
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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 November 30, 2017.



Treasurer's Signature



Date

RFP #2018-6: School Transportation Consultant - TALLY

	Transportation Advisory Services Hopewell Junction, NY Lou Boffardi 845-896-2568 louboffardi@transportationconsultants.com	Transportation Advisory Group Vestal, NY John BeGasse 607-748-2697 john@tagusa.org	Pupil Transportation Safety Institute East Syracuse, NY Kathy Furneaux 800-836-2210 kathy@ptsi.org	School Bus Consultants (Transpar) Lee's Summit, MO Mike Archer 816-305-4194
Proposal - Complete	Yes	Yes	Yes	Yes
Transmittal Letter	included	included	included	included
Background/Qualifications	included	included	included	included
References	included	included - no sch districts	included	included
Cost	\$10,8000 + expenses capped at \$875	\$250/hr or \$1,500/day min fee \$5,000 + travel expenses	\$14,373	\$13,500
Notes	Past excellent and successful experience with the district; lowest Proposal received; will implement project immediately. AWARD			

RFB #17/18-19: Roofing Services				
PRC #2017011860				
Term: Date of Award through June 30, 2018				
Bids for the Roofing Services were advertised and solicited. Three (3) responses were received:				
Vendor	Regular Man Hours	Mark-up	Estimated Total Annual Award	
A&J Construction of NY, Inc. West Nyack, NY	non-conforming		-	
Frank Stevens & Sons Roofing, Inc., Central Valley, NY	\$219.00	23%	-	
Milcon Construction Corp. West Babylon, NY	\$125.25	18%	\$61,900	
Recommendation: Reject the lowest bid received as non-conforming and award the contract to the lowest responsive and responsible bidder, Milcon Construction Corp, West Babylon, NY.				