

**Harrison Central School District
Regular Business Meeting
Of the Board of Education
Wednesday, December 7, 2016**

CALL TO ORDER

The meeting was called to order by Joan Tiburzi at 7:15 PM.

Motion: DiLorenzo Second: Wolverton Carried: 5 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: Estroff Carried: 5 to 0

The Business meeting was called to order at 8:20 PM.

Motion: DiLorenzo Second: Wolverton Carried: 5 to 0

PLEDGE OF ALLEGIANCE

PRESENT

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

ABSENT

Kelly Mulvoy Mangan, Robert Sullivan

ALSO PRESENT

Brian Ladewig, Robert Salierno

ACCEPTANCE OF MINUTES

November 16, 2016

Motion: DiLorenzo Second: Puccio Carried: 5 to 0

PUBLIC PARTICIPATION

None

SUPERINTENDENT'S REPORT

Harrison High School Madrigal Singers perform.

PERSONNEL REPORT

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

Motion: DiLorenzo Second: Puccio Carried: 5 to 0

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

Motion: DiLorenzo Second: Puccio Carried: 5 to 0

ADMINISTRATIVE REPORT

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

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 High School in Newark, New Jersey on Thursday, January 5, 2017. Departure will be at 2:30 PM on January 5, 2017 from Harrison High School and students will return to Harrison High School at 9:00 PM on Thursday, January 5, 2017.

Motion: DiLorenzo

Second: Wolverton

Carried: 5 to 0

APPROVAL OF HARRISON HIGH SCHOOL DEBATE TEAM FIELD TRIP TO NEWARK, NEW JERSEY FOR A DEBATE 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 High School in Newark, New Jersey on Friday, January 6, 2017. Departure will be at 7:30 AM on January 6, 2017 from Harrison High School and students will return to Harrison High School at 11:00 PM on Friday, January 6, 2017.

Motion: DiLorenzo

Second: Wolverton

Carried: 5 to 0

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Motion: DiLorenzo

Second: Wolverton

Carried: 5 to 0

APPROVAL OF HARRISON HIGH SCHOOL DEBATE TEAM FIELD TRIP TO NEWARK, NEW JERSEY FOR A DEBATE 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 High School in Newark, New Jersey on Saturday, January 7, 2017. Departure will be at 6:30 AM on January 7, 2017 from Harrison High School and students will return to Harrison High School at 9:00 PM on Saturday, January 7, 2017.

Motion: DiLorenzo

Second: Wolverton

Carried: 5 to 0

APPROVAL OF HARRISON HIGH SCHOOL DEBATE TEAM FIELD TRIP TO LOS ANGELES, CALIFORNIA FOR A DEBATE 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 Harvard Westlake School in Los Angeles, California on Wednesday, January 11, 2016. Departure will be at 3:00 PM on January 11, 2017 from Harrison High School and students will return to Harrison High School at 10:00 PM AM on Tuesday, January 17, 2017.

Motion: DiLorenzo

Second: Wolverton

Carried: 5 to 0

APPROVAL OF HARRISON HIGH SCHOOL DEBATE TEAM FIELD TRIP TO LEXINGTON, MASSACHUSETTS FOR A DEBATE 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 Lexington High School in Lexington, Massachusetts on Friday, January 13, 2017. Departure will be at 2:45 PM on January 13, 2017 from Harrison High School and students will return to Harrison High School at 2:00 AM on Monday, January 16, 2017.

Motion: DiLorenzo Second: Wolverton Carried: 5 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: 28000022, 3400067, 900009, 290000187, 3400157, 27000045, 3500032, 3200144, 3300096, 3300167, 3300144, 3600006, 290000067, 28000090, 290000156, 3500099, 3300112, 3300091, 3500050, 3600010, 3500049, 900073.

Motion: DiLorenzo Second: Wolverton Carried: 5 to 0

FINANCE REPORT

2016/17 APPROPRIATION TRANSFERS (Attachment #1)

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the 2016/17 appropriation transfers as listed.

Motion: DiLorenzo Second: Estroff Carried: 5 to 0

TREASURER'S REPORT: OCTOBER 2016 (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 October 2016.

Motion: DiLorenzo Second: Estroff Carried: 5 to 0

ADOPTION OF THE 2017/18 BUDGET CALENDAR (Attachment #3)

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education adopts the 2017/18 Budget Calendar.

Motion: DiLorenzo Second: Estroff Carried: 5 to 0

AMENDMENT TO THE FLEX SPENDING ACCOUNT PLAN DOCUMENT

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education adopts the amendment to the Harrison Central School District Flex Spending Account Plan Document as presented.

Motion: DiLorenzo Second: Estroff Carried: 5 to 0

TAX CERTIORARI: APAWAMIS CLUB TAX MAP #523-25&26

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 Order and Judgment in the tax certiorari proceedings captioned The Apawamis Club v. Town of Harrison and the Harrison CSD.

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

Motion: DiLorenzo Second: Estroff Carried: 5 to 0

CONTRACT WITH PURCHASE COLLEGE FOR HHS GRADUATION

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the contract with Purchase College to use their facilities on June 23, 2017 for the HHS graduation.

Motion: DiLorenzo Second: Estroff Carried: 5 to 0

AGREEMENT BETWEEN CLUB GETAWAY AND LMK MIDDLE SCHOOL

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Club Getaway and LMK Middle School to host LMK students at Club Getaway’s facilities on Monday, May 15, 2017 at their Kent, CT location.

Motion: DiLorenzo Second: Estroff Carried: 5 to 0

APPROVAL OF REVISED ICE HOCKEY AGREEMENT

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the revised Ice Hockey agreement with Playland Ice for the 2016/17 season at a cost of \$32,328.75 for the Modified and Varsity program.

Motion: DiLorenzo Second: Estroff Carried: 5 to 0

CONTRACT AWARD RFB #16/17-23: PNEUMATIC CONTROLS/HVAC (Attachment #4)

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education awards the contract for pneumatic controls/HVAC to the lowest responsive and responsible bidder, Westrock Mechanical Corp., Tallman, New York.

Motion: DiLorenzo Second: Estroff Carried: 5 to 0

CONTRACT AWARD RFB #16/17-24: FOOD SERVICE EQUIPMENT (Attachment #5)

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education awards the contract for food service equipment to the lowest responsive and responsible bidder, Chef’s Depot, Monsey, NY.

Motion: DiLorenzo Second: Estroff Carried: 5 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 obsolete and non-repairable equipment located in Special Education office:

| # | Description | S/N |
|---|--------------------|-----------------------|
| 1 | Dream Writer | T4 041342 |
| 1 | Dream Writer | T4 041351 |
| 1 | Dana by Alphasmart | DANA-AB 0704-73451 AQ |
| 1 | Dana by Alphasmart | DANA-AB 0704-73436-AQ |
| 1 | Dana by Alphasmart | DANA-AB-0704-73576-AQ |
| 1 | Dana by Alphasmart | DANA-AB-0704-73457-AQ |
| 1 | Dana by Alphasmart | DANA-AB-0704-73573-AQ |
| 1 | AlphaSmart 2000 | ALF 2000-0899-02814 |
| 1 | AlphaSmart 2000 | ALF 3000-0300-11322 |
| 1 | AlphaSmart 2000 | ALF 2000-1098-00505 |

Motion: DiLorenzo Second: Estroff Carried: 5 to 0

DISPOSAL OF FURNITURE:

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the disposal of office furniture located in Louis M. Klein School:

- Office desk
- Small storage cabinet w/overhead hutch
- Large storage cabinet w/overhead hutch

Motion: DiLorenzo

Second: Estroff

Carried: 5 to 0

STATE ENVIRONMENTAL QUALITY REVIEW ACT – ENERGY PERFORMANCE CONTRACT

WHEREAS, the Board of Education of the Harrison Central School District desires to embark upon an Energy Performance Contract at Harrison High School, Louis M. Klein Middle School, Harrison Avenue Elementary School, Parsons Memorial Elementary School, Samuel J. Preston Elementary School and Purchase Elementary School.

WHEREAS, said capital improvement project, is subject to classification under the State Environmental Quality Review Act (SEQRA); and

WHEREAS, replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site, including upgrading buildings to meet building or fire codes, unless such action meets or exceeds any of the thresholds in section 617.4 of this Part;

WHEREAS, the SEQRA Regulations declare Type II Actions to be actions that have no significant impact on the environment and require no further review under SEQRA; and

WHEREAS, the Board of Education, as the only involved agency, has examined all information related to the capital improvement project and has determined that the capital improvement project is classified as a Type II Action pursuant to Section 617.5(2) of the SEQRA Regulations;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education hereby declares itself lead agency in connection with the requirements of the State Environmental Quality Review Act; and

BE IT FURTHER RESOLVED that the Board of Education hereby declares that the capital improvement project is a Type II Action, which requires no further review under SEQRA; and

BE IT FURTHER RESOLVED, that the Board of Education hereby shall forward an official copy of this Resolution to the New York State Education Department together with a copy of the correspondence from the New York State Office of Parks, Recreation and Historic Preservation in connection with its request for approval of the listed projects from the New York State Education Department.

Motion: DiLorenzo

Second: Estroff

Carried: 5 to 0

SALE OF EQUIPMENT

WHEREAS at its November 16, 2016 meeting, the Board of Education authorized letting for public auction district –owned equipment, specifically:

1 - John Deere Bunker Rake, SN: MC1200A928254, HCSD #003149.

NOW THEREFORE

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the Assistant Superintendent for Business to sell such equipment to the highest bidder, Ugate, @ \$460.

Motion: DiLorenzo

Second: Estroff

Carried: 5 to 0

The business meeting was adjourned at 8:53 PM.

Motion: DiLorenzo

Second: Wolverton

Carried: 5 to 0

Respectfully submitted,



Christine Beitler

**HARRISON CENTRAL SCHOOL DISTRICT
TREASURER'S REPORT
OCTOBER 2016**

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

| | | | |
|--------------------------|------------------------------------|-------------------|-----------------------|
| Opening Balance 10/01/16 | | | \$6,177,957.91 |
| Receipts: | Interest Earnings | \$279.16 | |
| | Property Tax Collections | \$36.13 | |
| | PILOT Revenues | \$520,300.02 | |
| | Misc. Revenues | \$31,201.34 | |
| | BOCES Aid | \$127,237.20 | |
| | State/Federal Aid | \$273,439.97 | |
| | Transfer from Other Funds/Accounts | \$48,400,000.00 | \$49,352,493.82 |
| Disbursements: | Transfer to Other Funds/Accounts | (\$49,007,131.71) | |
| | Transfer - Teachers' Retirement | (\$2,275,232.85) | |
| | Transfer - NY Power Authority | (\$54,296.06) | (\$51,336,660.62) |
| Closing Balance 10/31/16 | | | <u>\$4,193,791.11</u> |

PEOPLE'S UNITED BANK

| | | | |
|--------------------------|------------------------------------|-----------------|------------------------|
| Opening Balance 10/01/16 | | | \$2,535,075.04 |
| Receipts: | Interest Earnings | \$5,743.82 | |
| | Transfer from Other Funds/Accounts | \$19,500,000.00 | \$19,505,743.82 |
| Disbursements: | Transfer to Other Funds/Accounts | | (\$5,500,000.00) |
| Closing Balance 10/31/16 | | | <u>\$16,540,818.86</u> |

J.P.MORGAN CHASE - MONEY MARKET

| | | | |
|--------------------------|----------------------------------|-----------------|-----------------------|
| Opening Balance 10/01/16 | | | \$2,319,389.21 |
| Receipts: | Interest Earnings | \$327.90 | |
| | Property Tax Collections | \$39,806,365.31 | \$39,806,693.21 |
| Disbursements: | Transfer to Other Funds/Accounts | | (\$39,000,000.00) |
| Closing Balance 10/31/16 | | | <u>\$3,126,082.42</u> |

WEBSTER BANK

| | | | |
|--------------------------|------------------------------------|-----------------|------------------------|
| Opening Balance 10/01/16 | | | \$3,289,242.30 |
| Receipts: | Interest Earnings | \$6,725.97 | |
| | Transfer from Other Funds/Accounts | \$19,500,000.00 | \$19,506,725.97 |
| Disbursements: | Transfer to Other Funds/Accounts | | (\$3,900,000.00) |
| Closing Balance 10/31/16 | | | <u>\$18,895,968.27</u> |

SIGNATURE BANK

| | | | |
|--------------------------|-------------------|--|-----------------------|
| Opening Balance 10/01/16 | | | \$5,116,223.25 |
| Receipts: | Interest Earnings | | \$1,303.75 |
| Closing Balance 10/31/16 | | | <u>\$5,117,527.00</u> |

SCHOOL LUNCH PROGRAM

J.P.MORGAN CHASE - CHECKING

| | | | |
|--------------------------|-------------------|--------------|---------------------|
| Opening Balance 10/01/16 | | | \$158,445.61 |
| Receipts: | Interest Earnings | \$11.76 | |
| | Misc. Revenues | \$105,555.40 | \$105,567.16 |
| Closing Balance 10/31/16 | | | <u>\$264,012.77</u> |

EXPENDABLE TRUST FUND

J.P. MORGAN CHASE - MONEY MARKET

| | | | |
|--------------------------|-------------------|--|---------------------|
| Opening Balance 10/01/16 | | | \$272,990.15 |
| Receipts: | Interest Earnings | | \$16.16 |
| Closing Balance 10/31/16 | | | <u>\$273,006.31</u> |

PAYROLL ACCOUNT - TRUST & AGENCY

J.P.MORGAN CHASE - CHECKING

| | | | |
|--------------------------|------------------------|----------------|-------------------|
| Opening Balance 10/01/16 | | | \$3,880.92 |
| Receipts: | Interest Earnings | \$10.81 | |
| | Transfer from Gen.Fund | \$5,713,315.75 | \$5,713,326.56 |
| Disbursements: | Payroll expenditures | | (\$5,713,315.75) |
| Closing Balance 10/31/16 | | | <u>\$3,891.73</u> |

TRUST & AGENCY FUND

J.P.MORGAN CHASE - CHECKING

| | | | |
|--------------------------|-------------------|-------------|---------------------|
| Opening Balance 10/01/16 | | | \$147,110.44 |
| Receipts: | Interest Earnings | \$10.28 | |
| | Misc. Receipts | \$53,672.48 | \$53,682.76 |
| Closing Balance 10/31/16 | | | <u>\$200,793.20</u> |

MULTI FUND ACCOUNT

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

J.P.MORGAN CHASE - CHECKING

| | |
|-----------------------------------|----------------------------|
| OUTSTANDING CHECKS AT 9/30/16 | \$2,093,446.91 |
| CHECKS ISSUED OCTOBER 2016 | \$3,050,240.07 |
| PAID (CASHED) CHECKS OCTOBER 2016 | <u>(\$4,293,815.96)</u> |
| OUTSTANDING CHECKS AT 10/31/2016 | <u><u>\$849,871.02</u></u> |

RECAP OF CASH BALANCES AT 10/31/16:

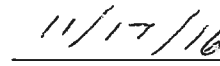
| | |
|------------------------------------|--------------------------------------|
| General Fund | \$47,874,187.66 |
| School Lunch Fund | \$264,012.77 |
| Trust & Agency Fund | \$204,684.93 |
| Expendable Trust Fund | <u>\$273,006.31</u> |
| TOTAL CASH | \$48,615,891.67 |
| Less: Multifund outstanding checks | <u>(\$849,871.02)</u> |
| Book Balance Cash | <u><u>\$47,766,020.65</u></u> |

| | |
|---|--------------------|
| OCTOBER INTEREST EARNINGS - ALL ACCOUNTS | \$14,429.61 |
|---|--------------------|

I certify that the above balances are in agreement with the bank reconciliations and the balances are collateralized as required for the month ending October 31, 2016.



Treasurer's Signature



Date

**HARRISON CENTRAL SCHOOL DISTRICT
2017/18 PROPOSED BUDGET DEVELOPMENT CALENDAR
Meetings Will Be Held In LMK Library**

| | | |
|---|------|---|
| Week of 11/21/16 | | Budget Information provided to all administrators |
| 1/4/17 | | Budget detail from all principals/administrators, along with supporting data due in the Office of the Assistant Superintendent for Business (non-staffing) |
| 1/10-1/24/17 | | Superintendent holds individual meetings with administrators (Staffing) |
| 2/15/17 | BOE | Board meeting/Budget Work Session #1 & Superintendent's Budget Overview |
| 2/17/17 | | Draft budget to entire Board |
| 2/28/17 | | Draft budget to Citizen's Budget Committee |
| 2/28/17 - 7:15 p.m. | CBAC | CBAC & Superintendent's Budget Overview/Work Session #1 |
| 3/1/17 | | District must file its Tax Levy Limit Calculation to SED and OSC. |
| 3/8/17 | BOE | Board meeting/Budget Work Session #2 |
| 3/14/17 - 7:15 p.m. | CBAC | CBAC Work Session #2 |
| 3/22/17 | BOE | Board meeting/Budget Work Session #3 (If needed) |
| 3/28/17 - 7:15 p.m. | CBAC | CBAC Work Session #3 (If needed) |
| Dates of Publication: 3/31/17 - 1 st 4/14/17 - 2 nd 4/28/17 - 3 rd 5/12/17 - 4 th | | Legal notice of date, time and place of School Budget Hearing and Annual Budget Vote. Must advertise 4 times within 7 weeks with the first legal notice publication occurring at least 45 days before the Annual Budget Vote. Notice should appear in 2 general circulation newspapers. |
| Dates of Submission: 4/17/17 - 1 st 5/11/17 - 2 nd 6/5/17 - 3 rd | | Campaign expense statements to be submitted by candidates 30 days before election 5 days before election 20 days after election |
| 4/17/17 | | Submission of petitions for propositions to be placed on the ballot Submission of petitions for Board of Education candidates |
| 4/19/17-5/15/17 | | Absentee ballots available |
| 4/19/17 | BOE | Adoption of budget by Board of Education (Deadline 4/21/17) |
| 4/20/17 Must be submitted to SED the day after Board adoption of budget, but no later than 4/24/17 | | Transmission of Property Tax Report Card to NYS Education Department and local newspapers of record Budget to printer |
| 4/26/17-5/2/17 | | Budget & required documents available to voters/website District newsletter mailed to community |
| 5/3/17 | BOE | Public Budget Hearing (must be 7-14 days prior to vote) |
| 5/4/17 Must be mailed the day after the public hearing on the budget, but no later than 5/10/17 | | Six day budget notice mailed to all qualified voters |
| 5/16/17 | | Annual Meeting Statewide Budget Vote & Board of Education Election |

RFB #16/17-23: Pneumatic Controls/HVAC
 PRC #2016010817

Term: Nov 17, 2016 through June 30, 2017

Bids for the provision and service of Pneumatic Controls and HVAC were advertised and solicited. Four responses were received:

| Vendor | Regular Man Hours | Mark-up | Estimated Total Annual Award |
|--|-------------------|------------|------------------------------|
| A.M.I. Service, Inc. Wadwick, NJ | \$115 | 20% | - |
| Commercial Instrumentation Services Deer Park, NY | \$105 | 20% | - |
| HRR Industries, Inc. Brewster, NY | \$110 | 20% | - |
| Westrock Mechanical Corp. Tallman, NY | \$90 | 20% | \$216,000 |

Recommendation: Award contract to the lowest responsive and responsible bidder, Westrock Mechanical Corp., Tallman, NY.

RFB #16/17-24: Food Service Equipment

Bids for two pieces of commercial kitchen equipment were advertised and solicited. Four responses were received:

| | Items Bid | Amount of Bid | Items Awarded | Amount of Award |
|---|-----------|-----------------|---------------|-----------------|
| Chef's Depot Monsey, NY | 2 | \$10,150 | 2 | \$10,150 |
| Douglas Equipment Bluefield, WV | 2 | \$10,616 | - | - |
| Sam Tell & Son, Inc. Farmingdale, NY | 2 | \$11,187 | - | - |
| Singer Equipment Co. , Inc. Bellmawr, NJ | 2 | \$10,750 | - | - |

Recommendation: Award contract to the lowest responsive and responsible bidder, Chef's Depot, Monsey, NY.