Port Chester – Rye Union Free School District Reorganization Meeting
Port Chester High School Room 229
July 6, 2012

The Reorganization Meeting of the Port Chester-Rye Union Free School District Board of Education was held on Friday, July 6, 2012 at 5:15 p.m. in Room 229 at the High School.

Present: Board of Education trustees: Carolee Brakewood, Anne Capeci, Robert H. Johnson, Trustee; James Dreves, Trustee; Thomas Corbia

Also Present: Jennifer M. Bisaccia, District Clerk

Absent: Dr. Edward A. Kliszus, Jr., Superintendent of Schools; Maura McAward, Assistant Superintendent for Business; Frank Fanelli, Assistant Superintendent Grants/Personnel; Coleen Kotzur, District Treasurer; and Frank Sisca, School District Attorney (Sisca & Sisca)

Mrs. Brakewood called the meeting to order at 5:15 p.m. The Pledge of Allegiance was recited.

Thomas Corbia and James Dreves recited the oath of office for newly elected Board of Education Members.

The District Clerk called for nominations for President of the Board of Education. Carolee Brakewood was nominated by Mr. Bob Johnson and also Mr. Dreves was nominated by Mrs. Capeci. Nominations for office of President were closed. Mr. Dreves was elected President of the Board of Education by three votes. Mrs. Brakewood received two votes. Mr. Dreves recited the oath of office for President.

Mr. Dreves called for nominations for Vice President. Carolee C. Brakewood nominated Mr. Bob Johnson for office of Vice President. Mr. Dreves nominated Ms. Anne Capeci for Vice President. Nominations for office of Vice President were closed. Mrs. Capeci was elected Vice President receiving 3 votes, Mr. Johnson receiving 2. Mrs. Capeci recited the oath of office for Vice President.

RESOLUTIONS
Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

1. **RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District re-adopt the following Board of Education policies relating to School Board Member Ethics:

   Board of Education Policy #2160
   Board of Education Regulation #2160R
   Board of Education Exhibit #2160E

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

1. **RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District re-adopt all other existing Board of Education policies.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

2. **RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District authorizes the Superintendent of Schools to approve transfers within the approved budget for the 2012-2013 school year in accordance with Board of Education Policy # 6150.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

3. **RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District appoint Jennifer Bisaccia as School District Clerk for the 2012-2013 school year.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

4. **RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District appoint Coleen Kotzur as the School Treasurer from July 1, 2012 to June 30, 2013.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

5. **RESOLVED,** that the Board of Education of the Port Chester-Rye Union Free School District appoint Catherine A. Maggi as Deputy School District Treasurer for the 2012-2013 school year. The Deputy School District Treasurer will execute School District business when the School District Treasurer is unable to execute his/her duties.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

6. **RESOLVED,** that the Board of Education of the Port Chester-Rye Union Free School District appoint the Law Firm of Sisca & Sisca, 461 Westchester Ave., Port Chester, New York, to represent the Port Chester-Rye Union Free School District, Port Chester, New York for the 2012-2013 school year with a retainer for $35,000

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

7. **RESOLVED,** that the Board of Education of the Port Chester-Rye Union Free School District appoint Dr. Henry Stampur, as Chief School Physician for the 2012-2013 school year. Dr. Stampur will be hired on a consultant basis without fringe benefits, at a flat rate of $28,650.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

8. **RESOLVED,** that the Board of Education of the Port Chester-Rye Union Free School District appoint the following employee to serve as Central Treasurer Extraclassroom Activity Fund for the 2012-2013 school year as noted below:

Port Chester High School	Carlos Gomez
Port Chester Middle School	Anthony Piccolino

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

9. **RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District appoint Michael Frank of Aquarius Capital Solutions Group as the District's health insurance broker of record for the 2012-2013 school year.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

10. **RESOLVED,** that the Board of Education of the Port Chester-Rye Union Free School District appoint the following employees as attendance officers for the 2012-2013 school year as noted below:

Thomas A. Edison School	Regina Peniowich
Park Avenue School	Geraldine Cusumano
John F. Kennedy Magnet School	Eva Konwiser, RN
JFK Early Learning Center	Jeanette Spinelli, RN
King Street School	Anne Ritz, RN
Port Chester Middle School	Patricia Sutton
Port Chester High School	Dawn Paniccia
Port Chester High School	Vernie Gomez

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

11. **RESOLVED,** that the Board of Education of the Port Chester-Rye Union Free School District appoint Nawrocki Smith LLP, 290 Broad Hallow Road, Melville, NY 11474, as Internal Auditor for the Port Chester-Rye Union Free School District, Port Chester, New York, for the 2012-2013 school year; compensation to be $9,250 for the Initial Risk Assessment and one complete cycle review.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

12. **RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District appoint Ann Montesano as Claims Auditor for the 2012-2013 school year to be compensated at a rate of $42.50 per hour, not to exceed $9,562.50 annually.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

13. **RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District appoint Cullen & Danowski, LLP as the External Auditors for the 2012-2013 school year to be compensated at an annual rate of $41,600.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

14. **RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District appoint Sherry George as Purchasing Agent for the 2012-2013 school year. Mr. George shall purchase, procure, store, and distribute all supplies and equipment for which appropriations have been made with due regard to existing law, economy and efficiency, and the needs and desires of the departments of the school requesting such supplies, and

    BE IT FURTHER RESOLVED, that Mr. George be and hereby is authorized to execute in the name of the Board of Education any and all purchase documents, contracts, orders or other instruments necessary to carry out the intent of this resolution.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

15. **RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District appoint Coleen Kotzur as Deputy Purchasing Agent for the 2012-2013 school year. The Deputy Purchasing Agent will only execute School District business when the Purchasing Agent is unable to execute his/her duties.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

16. **RESOLVED,** that the Board of Education of the Port Chester-Rye Union Free School District appoint the following law firms to serve in the following capacities for the 2012-2013 school year.

    Bond Counsel Hawkins Delafield and Wood
    Fees based on issuance

    Special Counsel Shaw, Perelson, May and Lambert, LLP
    Fee for legal services will be $190 per hour; total hours paid will be based upon actual time spent representing the District

    Labor Counsel Shaw Perelson, May, and Lambert, LLP
    Retainer for legal services will be $22,500 for the 2011-2012 school year.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

17. **RESOLVED** that the Board of Education of the Port Chester-Rye Union Free School District appoint Capital Markets Advisors, LLC, as financial advisors for the 2012-2013 school year, fees based on service or issuance.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

18. **RESOLVED**, by the Board of Education of the Port Chester-Rye Union Free School District, that *Records Retention and Disposition Schedule ED-1*, issued pursuant to Article 57-A of the Arts & Cultural Affairs law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of records listed therein, and

    BE IT FURTHER RESOLVED, that in accordance with Article 57-A:

(a) only those records will be disposed of that are described in Records *Retention and Disposition Schedule ED-1* after they have met the minimum retention periods described therein;

(b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods, and

    BE IT FURTHER RESOLVED, that Maura J. McAward is appointed "Records Retention Officer" for the 2012-2013 school year.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

19. **RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District appoint Dr. Edward A. Kliszus and/or his designee as the Employee Hearing Officer for Student Discipline and Other Charges for the 2012-2013 school year.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

20. **RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District appoint Officer for the National School Lunch Program for the 2012-2013 school year as noted below:

JoAnn Pace	Reviewing Officer
Maura J. McAward	Verification Officer
Dr. Edward A. Kliszus, Jr.	Hearing Officer

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

21. **RESOLVED**, that the Board of Education of the Port Chester-Rye Union Free School District appoint Frank Fanelli as the Title I Coordinator for the 2012-2013 school year.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

22. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District appoint Maura J. McAward, Assistant Superintendent for Business and Frank Fanelli, Assistant Superintendent for Personnel and Grants as Title IX Compliance Officers for the 2012-2013 school year.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

23. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District appoint Adrienne Mecca and Daniel Bologna as the District Section 504 Compliance Officers for the 2012-2013 school year.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

24. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District appoint Rosario Renda as the Asbestos Compliance Officer for the 2012-2013 school year.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

25. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District designate the district social worker as District Dignity Act Coordinator and all building principals as building level Dignity Act Coordinators.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

26. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District designate Port Chester Teachers Federal Credit Union, Chase Bank, Bank of America, Hudson Valley Bank, Wells Fargo Bank, TD Toronto Dominion Bank, Cutwater Asset Management "NYCLASS", Signature Bank and Webster Bank, all but Signature Bank, Webster Bank and Cutwater Asset Management "NYCLASS", having a branch situated in Port Chester, New York, in the Port Chester-Rye Union Free School District, as official depositories for said school district.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

27. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District's designate the last Thursday of the month at 7:00 p.m. to hold their Regular Monthly Meeting.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

28. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District designate the Journal News and Westmore News as official newspapers for school notices.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

29. RESOLVED that the Board of Education of the Port Chester-Rye Union Free School District designate all occupational therapists and instructional staff members to serve on the Committee on Special Education and the Committee on Preschool Special Education for the 2012-2013 school year as needed, and

BE IT FURTHER RESOLVED, that the following individuals are designated as committee chairpersons:

Adrienne Mecca, CSE/CPSE
Daniel Bologna, CSE/CPSE
Dr. Bertha Cruz, CPSE/CSE

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

30. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District designate the following parents to serve on the Committee on Special Education and the Committee

on Preschool Special Education for the 2012-2013 school year as noted below:

Barbara Kelly
Ruby Pacheco
Amanda Hiebaum
Alberto Minchala

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

31. RESOLVED that the Port Chester-Rye Union Free School District Board of Education designate the following individuals to serve as Impartial Hearing Officers (as listed in the most current New York State roster) for the 2012-2013 school year:

BRIGLIO, ROBERT
BUMBALO, PAUL
COHEN, DIANE
DEWAN, DEBRA
FARAGO, JOHN
FEINBERG, RONA
FINKELSTEIN, SHARYN
FLAME, LANA
FREED, DOLORES
GOLDSMITH, STEVEN
GROSS, LORRAINE
HALBERSTAM, SINAI
HAMPTON, NANCY
HUGHES. SHERRI. ESQ
ITZLA. AMY LYNNE
JOYNER, THERESA
KANDILAKIS, GEORGE
KAUFMAN. EUGENE
KEHOE, MARTIN III
KERSHEN, HARRY
LASSINGER, DORA
LATZMAN, PATRICIA
LAZAN, MICHAEL
LEDERMAN, NANCY
LONGO, RONALD
LUBAN, EDWARD

LUSHING, SUSAN
MACKRETH, ROBERT
MARKUS, SUSAN
MCKEEVER, JAMES
MONK, JAMES
MOORE, CHRISTINE
MORA, ESTHER
NACHMAN, ERIC
NAUN, JOHN
NISELY, ROBERT
NOE, MARY
NORLANDER, KAREN
NYDICK, DAVID
ODOM, VERONICA, ESQ
ORLAND, JANICE
OWENS, JANE
PENNINGTON, RALPH, JR
PETERS, KENNETH
PIERCE, JUDITH
QUINN, JOSEPH
RICHMOND, SUSAN MILLS
RITZENBERG, KENNETH
ROBERTS, GEORGE
ROSEN, PAUL, ESQ

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

32. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District designate the following individuals to serve on the Ethics Committee for the 2012-2013 school year:

Brian Brady
Fortunato DiRenno
Philip Gasparini

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

33. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District re-establish the Audit Committee to be comprised of all the members of the Board of Education and two members of the community who will serve without compensation, but are entitled to reimbursement of expenses in compliance with Chapter 263 of the Laws of 2005, "The 5-Point Plan."

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

34. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District designate the following District Staff Members to serve on the Residency Committee for the 2012-2013 school year as noted below:

Frank Fanelli
Maura J. McAward
Patrick Swift
Jack Guinta
Maria Somers

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

35. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District authorize the Superintendent or his designee to assign homebound instruction for the 2012-2013 school year.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

36. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District authorize Dr. Edward A. Kliszus to certify the District's payroll for the 2012-2013 school year.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

37. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District authorize Dr. Edward A. Kliszus or his designee to certify Federal Aid Proposals and Reports for the 2012-2013 school year.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

38. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District authorize Dr. Edward A. Kliszus to approve personal expenses for the Assistant Superintendents for the 2012-2013 school year, and furthermore authorize the Board of Education President to approve the personal expenses of the Superintendent.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

39. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District establish and authorize the School District Treasurer to arrange for a $100 Petty Cash account for the 2012-2013 school year, and
BE IT FURTHER RESOLVED, that the disbursement of petty cash shall be restricted to a maximum of $25 per receipt

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

40. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District authorize the District Treasurer to sign all District checks and withdrawals for the 2012-2013 school year. When the District Treasurer is ill and absent the Deputy Treasurer will substitute for the Treasurer as necessary.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

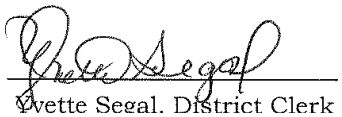
41. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District authorize the Central Treasurers of the Extraclassroom Activity Funds to sign all Extraclassroom Activity Fund checks for the extraclassroom activities for the 2012-2013 school year.

Upon motion by Mr. Johnson, seconded by Mrs. Brakewood and carried the following resolution was adopted:

42. RESOLVED, that the Board of Education of the Port Chester-Rye Union Free School District authorize Maura J. McAward to arrange for the following surety bonds for the 2012-2013 school year as noted below:

District Treasurer	$2,000,000
Deputy Treasurer	$1,000,000
Superintendent of Schools	$1,000,000
Asst. Superintendent for Business	$500,000
Central Treasures-Extra-classroom Activity Accounts	$500,000

There being no further business at 5:48 pm, upon motion by Mr. Johnson, seconded by Mrs. Capeci and carried, the re-organizational meeting was adjourned.



Yvette Segal, District Clerk

Approved by the Board of Education on