

**REGULAR MEETING, BOARD OF EDUCATION  
SOUTH ORANGETOWN CENTRAL SCHOOL DISTRICT, THURSDAY, JANUARY 6, 2011**

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**I. CALL TO ORDER**

Mrs. Pitruzzella called the meeting to order at 6:30 p.m.

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**II. ROLL CALL**

Present: Mrs. Pitruzzella  
Mrs. Uhl  
Mr. Jacobs

Dr. Mitchell, Superintendent of Schools  
Ms. Ann Vaccaro-Teich, Deputy Superintendent  
Other Members of Administration  
Members of Community

Theresa Campanella, District Clerk

Absent: Mr. Spiro  
Mr. De Vincenzo

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**III. ADJOURN TO EXECUTIVE SESSION**

Motion by Mrs. Uhl

Seconded by Mr. Jacobs

**RESOLVED** that the Board of Education adjourns to executive session for discussion of contractual matters at 6:30 p.m.

***Motion to accept carried unanimously.***

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**IV. RECONVENE TO PUBLIC MEETING**

Motion by Mrs. Uhl

Seconded by Mr. Jacobs

**RESOLVED** that the Board of Education reconvene to a public meeting at 8 p.m.

***Motion to accept carried unanimously.***

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**V. INFORMATION & PROPOSALS**

**Board Announcements**

- TZHS Leos Midnight Run - on December 26<sup>th</sup>, 27 Leos, advisor Tricia Castelli, and other community members joined the Immaculate Conception Church from Stony Point to feed breakfast to the homeless in New York City. Ms. Castelli stated everyone involved felt it was a heartwarming experience.
- TZE Collect a Million Pull Tabs – students are collecting pull tabs sponsored by Ronald McDonald House.
- PTA Council Meeting – January 10<sup>th</sup>; Mrs. Uhl will be the board representative
- SOMS PTA Meeting – January 11<sup>th</sup>
- TZHS Guidance Workshop – January 12<sup>th</sup>
- SOCES PTA Meeting – January 12<sup>th</sup>
- SOS Athletic Meeting – January 13<sup>th</sup>
- Half-day Superintendent's Conference Day – January 14<sup>th</sup>

CALL TO ORDER  
6:30 P.M.

ROLL CALL

ADJOURN TO  
EXECUTIVE  
SESSION

RECONVENE TO  
PUBLIC MEETING

8 P.M.

INFORMATION &  
PROPOSALS

Board  
Announcements

**REGULAR MEETING, BOARD OF EDUCATION  
SOUTH ORANGETOWN CENTRAL SCHOOL DISTRICT, THURSDAY, JANUARY 6, 2011**

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- Rockland County School Boards Association Joint Session – January 24<sup>th</sup>

**Superintendent's Report**

- Dr. Mitchell reiterated to the Board the impact a hard tax cap would have on school budgets across the state. He stated a hard tax cap will mean a \$2.4 million cut to the budget.
- Transportation Task Force – Dr. Mitchell will include information on the task force in his weekly report to the Board. Mrs. Pitruzzella, on behalf of the Board, suggested that in lieu of a Task Force, the administration present data to the board, i.e., a bus census.

**Fostering a Respectful Learning Environment – TZHS**

Jennifer Amos, Principal, Sheila Silverman, Assistant Principal, and Mark Soss, Interim Assistant Principal, presented to the Board the ways in which TZHS is meeting the District's goal of Fostering a Respectful Learning Environment. Mrs. Amos explained the core themes of Respect, Empathy, Responsibility, Kindness, Civility, Citizenship, Honesty, Tolerance, Observance of Laws & Rules, Courtesy, and Dignity. The presentation also included how the curriculum at TZHS is addressing these goals. The complete presentation is available on the district's website.

**Nu Visions & Occ Ed Programs (Alternative High School)**

The TZHS administrators presented to the Board an overview of Nu Visions and Occ Ed Programs that are available to TZHS students. Both of these programs are available through BOCES. Mrs. Silverman reviewed the characteristics of a successful Nu Visions student which are: senior with rigorous academic preparation, particularly in the sciences; ambition to pursue a career in medicine; and excellent school attendance. The Occ Ed program is a vocational program educating students in automotive technology, communications, construction trades, electronics and computer technology, health and careers, and cosmetology, to name a few. The presentation is available on the district's website.

**2011-2012 School Year Calendar – Draft**

The board will continue to review the draft of the 2011-2012 school calendar, which will be adopted in February.

**VI. PUBLIC COMMENTARY – NONE**

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**VII. ACTION ITEMS**

**ACTION ITEMS**

**A. CONSENT AGENDA**

Motion by Mrs. Uhl

Seconded by Mr. Jacobs

**RESOLVED:** that the following Consent Agenda Items be approved (see resolutions marked with an asterisk {\*})

Superintendent's Report

Fostering a Respectful Learning Environment – TZHS

Nu Visions & Occ Ed Programs (Alternative High School)

2011-2012 School Year Calendar – DRAFT

PUBLIC COMMENTARY – NONE

ACTION ITEMS

BOARD DISCUSSION

CONSENT AGENDA

**REGULAR MEETING, BOARD OF EDUCATION  
SOUTH ORANGETOWN CENTRAL SCHOOL DISTRICT, THURSDAY, JANUARY 6, 2011**

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**RESOLVED:** that Schedule 10/11 P11, Professional Personnel, be approved as attached (*see blue schedule*).

Schedule  
10/11, P11,  
Professional  
Personnel

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**RESOLVED:** that Schedule 10/11 C10 Civil Service Personnel, be approved as attached (*see blue schedule*).

Schedule  
10/11, C10,  
Civil Service  
Personnel

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**RESOLVED:** that Schedule 10/11 H11, Committee on Special Education, be approved as attached (*see blue schedule*).

Schedule  
10/11, H11,  
Committee on  
Special  
Education

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**RESOLVED:** that Schedule 10/11 HP7, Committee on Preschool Special Education, be approved as attached (*see blue schedule*).

Schedule  
10/11, HP7,  
Committee on  
Preschool  
Special  
Education

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**RESOLVED:** that the Board of Education accept the minutes of December 16, 2010.

Minutes of  
December 16,  
2010

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**Resolution to Accept Initial Risk Assessment**

Resolution to  
Accept Initial  
Risk  
Assessment

**RESOLVED** that the Board of Education of the South Orangetown Central School District accept the attached Initial Risk Assessment prepared and furnished by our Internal Auditors, Nugent & Haeussler, P.C., in accordance with their engagement letter and as required by Chapter 263 of the Laws of 2005, with each Board of Education and Audit Committee member receiving a copy of the report.

**BE IT FURTHER RESOLVED** that the Board of Education of the South Orangetown Central School District accept the recommendation of both the Internal Auditors and Audit Committee to perform an internal audit of the Purchasing, Accounts Payable, and Cash Disbursements areas. In accordance with the resolution of June 17, 2010 appointing Nugent & Haeussler, P.C. as our internal auditor, the fee for these services shall be at their proposed hourly rates based on the approval of estimated hours by the Audit Committee.

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**Appropriation of Reserve for Employee Benefits**

Appropriate of  
Reserve for  
Employee  
Benefits

**WHEREAS** the Board of Education has established the Reserve for Employee Benefit Accrued Liability (GNL §6-p) to be used to fund the payment of accrued employee benefit.

**RESOLVED** that the Board of Education of the South Orangetown Central School District authorizes appropriation of the reserve to fund the payment of accrued employee benefits in the amount of \$6,066.00 for accumulated sick pay that is due to a retiring employee as of January 25, 2011, in accordance with terms and conditions of the South Orangetown Secretaries Association contract.

Appropriated Reserves – A/C #A511  
Reserve for Employee Benefit Accrued

\$ 6,606.00

**REGULAR MEETING, BOARD OF EDUCATION  
SOUTH ORANGETOWN CENTRAL SCHOOL DISTRICT, THURSDAY, JANUARY 6, 2011**

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Appropriations A/C #A960	\$ 6,606.00
A/C A2020.160-03-0000 Non-instructional Salaries	6,606.00

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**Increase to 2010-2011 Early Childhood Program Budget**

**RESOLVED** that the Board of Education of the South Orangetown Central School District increase the 2010-2011 Early Childhood Pre-K Program budget for salary increments and related benefits due certain employees in accordance with their bargaining unit agreement.

Estimated Revenues – A/C# F510	\$ 13,955
Appropriations A/C # F960	\$ 13,955

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**Acceptance of Tax Certiorari Settlements**

**WHEAREAS** the owner of 17 Greenbush Road, Orangeburg, Section 74.11-1-27 has brought tax certiorari proceedings for the 2000 through 2010 assessment years asking for a reduction in assessment; and

**WHEREAS** the Assessor for the Town of Orangetown has determined the property overassessed; and

**AND WHEREAS** a settlement has been negotiated reducing the property's assessment;

**THEREFORE BE IT RESOLVED** that:

- The Board of Education authorizes the law office of Shaw, Perelson, May & Lambert, LLP to enter into a stipulation reducing the assessments as follows:
  - 2000 - From \$1,214,400 to \$1,144,400, decrease of \$ 70,000
  - 2001 - From \$1,214,400 to \$1,139,400, decrease of \$ 75,000
  - 2002 - From \$1,214,400 to \$1,114,400, decrease of \$100,000
  - 2003 - From \$1,214,400 to \$1,124,400, decrease of \$ 90,000
  - 2004 - From \$1,214,400 to \$1,094,400, decrease of \$120,000
  - 2005 - From \$1,214,400 to \$1,039,400, decrease of \$175,000
  - 2006 - From \$1,214,400 to \$1,039,400, decrease of \$175,000
  - 2007 - From \$1,214,400 to \$1,039,400, decrease of \$175,000
  - 2008 - From \$1,214,400 to \$1,039,400, decrease of \$175,000
  - 2009 - From \$1,214,400 to \$1,039,400, decrease of \$175,000
  - 2010 - From \$1,214,400 to \$1,039,400, decrease of \$175,000
- The District Treasurer be authorized to issue a refund in the amount of \$60,546.98, as required, after an order incorporating the assessment reductions is received by the school district or its attorneys.

Increase to 2010-2011 Early Childhood Program Budget

Acceptance of Tax Certiorari Settlements

**REGULAR MEETING, BOARD OF EDUCATION  
SOUTH ORANGETOWN CENTRAL SCHOOL DISTRICT, THURSDAY, JANUARY 6, 2011**

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**BE IT FURTHER RESOLVED** that the Board of Education of the South Orangetown Central School District authorizes an appropriation of the tax certiorari reserve to increase the 2010-2011 budget in order to pay the tax certiorari refund in the amount of \$60,546.98 as follows:

Appropriated Reserve - Tax Certiorari – A/C #A511		\$60,546.98
Appropriations	A/C #A960	\$60,546.98
Refund on Real Property	A1964.400-10-0000	\$60,546.98

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**WHEREAS** the owner of 560 Route 303, Blauvelt, Section 70.19-1-1 has brought tax certiorari proceedings for the 2000, and 2002 through 2010 assessment years asking for a reduction in assessment; and

**WHEREAS** a settlement has been reached that will discontinue the proceedings for all years with the exception of 2009 and 2010;

**AND WHEREAS** the Assessor for the Town of Orangetown has determined the property overassessed for the years 2009 and 2010; a settlement has been negotiated reducing the property’s assessment for these years;

**THEREFORE BE IT RESOLVED** that:

1. The Board of Education authorizes the law office of Shaw, Perelson, May & Lambert, LLP to enter into a stipulation reducing the assessments as follows:  
  
 2009 - From \$3,158,400 to \$2,983,400, decrease of \$175,000  
 2010 - From \$3,158,400 to \$2,983,400, decrease of \$175,000
2. The District Treasurer be authorized to issue a refund in the amount of \$16,676.35, as required, after an order incorporating the assessment reductions is received by the school district or its attorneys.

**BE IT FURTHER RESOLVED** that the Board of Education of the South Orangetown Central School District authorizes an appropriation of the tax certiorari reserve to increase the 2010-2011 budget in order to pay the tax certiorari refund in the amount of \$16,676.35 as follows:

Appropriated Reserve - Tax Certiorari – A/C #A511		\$16,676.35
Appropriations	A/C #A960	\$16,676.35
Refund on Real Property	A1964.400-10-0000	\$16,676.35

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**Long Term Disability and Group Life Policy**

**WHEREAS** the District engaged in a cooperative request for proposals for Long Term Disability and Group Life Insurance Plans with other Districts, conducted by New York Benefits for Educators and Students Trust (NYBEST), in March, 2010

Long Term  
Disability &  
Group Life Policy

**REGULAR MEETING, BOARD OF EDUCATION  
SOUTH ORANGETOWN CENTRAL SCHOOL DISTRICT, THURSDAY, JANUARY 6, 2011**

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**AND WHEREAS** based upon further review of the plans presented by NYBEST with our current Third Party Administrator (TPA), J.J. Stanis, it was determined that they were not completely identical to our existing plans. However, based on this information, we were able to issue new bids and renegotiate with our current carriers.

**RESOLVED** that the Board of Education of the South Orangetown Central School District authorizes the Deputy Superintendent to enter into a renewal agreement with J.J. Stanis (TPA) for Long-Term Disability issued by Hartford Life Insurance Company. The annual premium for the 2011 calendar year will be as follows:

Administrative and Confidential Staff	\$ .684 per \$100
All other District Staff	\$ .304 per \$100

**AND BE IF FURTHER RESOLVED** that the Board of Education of the South Orangetown Central School District authorizes the Deputy Superintendent to enter into a renewal agreement for the 2011 calendar year with J.J. Stanis (TPA) for Group Life Policy, Optional Life and Dependent Life issued by First Reliance Standard Life Insurance Company. The annual premium for the 2011 calendar year will be as follows:

Basic Life and Contributory decrease)	\$ .21 per \$1,000 (active) (rate
Retiree Life	\$ .35 per \$1,000
AD & D	\$ .015 per \$1,000
Dependent Life	\$1.98 per family unit

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**Excess Major Medical**

**RESOLVED** that the Board of Education of the South Orangetown Central School District accept the following rates for Excess Major Medical Coverage with First Rehabilitation Life Insurance Company (the sole provider of this coverage), administered by J.J. Stanis and Company for the 2011 calendar year. The annual rates remain unchanged from the prior year as follows:

Family Coverage	\$337.80
Individual Coverage	\$137.40

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**Flexible Spending Plan**

**RESOLVED** that the Board of Education of the South Orangetown Central School District authorizes the Deputy Superintendent to enter into a renewal agreement with J.J. Stanis and Company for the Flexible Spending Plan. J.J. Stanis and Company will continue our fee schedule for the 2011 calendar year at the same rate as the expiring rate. The annual administrator fee for 2011 will continue at \$4.00 per participant.

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Excess Major  
Medical

Flexible Spending  
Plan

**REGULAR MEETING, BOARD OF EDUCATION  
SOUTH ORANGETOWN CENTRAL SCHOOL DISTRICT, THURSDAY, JANUARY 6, 2011**

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**Acceptance of Audit Committee Minutes**

**RESOLVED** that the Board of Education accept the Audit Committee minutes of December 13, 2010 meeting, each Board member having received a copy.

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Acceptance of  
Audit Committee  
Minutes

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**Resolution to Accept Vendor Contract Awards & Unit Prices for School Supplies**

**WHEREAS** the Board of Education of the South Orangetown Central School District was named as a participant in the New York/Long Island Cooperative Bid, issued and publicly advertised by Clarkstown Central School District, on August 31, 2010, for General Classroom Supplies, Fine Art Supplies, Office Supplies, Health Supplies, Athletic Supplies, Custodial Supplies, Science Supplies, Elementary Science Supplies, Physical Education Supplies, Library Supplies, Technology Supplies, Audio Visual Supplies, Home Economics Supplies for the 2011-2012 school year. These bids were publicly opened and read aloud on November 2, 2010 at 1:00 p.m.;

Resolution to  
Accept Vendor  
Contract Awards  
& Unit Prices for  
School Supplies

**WHEREAS** the Board of Education of the South Orangetown Central School District received the award documents for these bids, naming South Orangetown Central School District as one of their participants through November 30, 2011.

**THEREFORE BE IT RESOLVED** that the Board of Education of the South Orangetown Central School District accepts the attached list of awarded vendors.

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**Resolution to Establish Standard Work Day and Reporting for Appointed Officials**

**BE IT RESOLVED**, that the Board of Education of the South Orangetown Central School District hereby establishes the following as standard work days for appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based upon the record of activities maintained and submitted by these officials to the District Clerk:

Resolution to  
Establish  
Standard Work  
Day & Reporting  
for Appointed  
Officials

Title	Name	Social Security Number (Last 4 Digits)	Registration Number	Standard Work Day (Hrs/Day)	Term Begins/ Ends	Participates In Employer's Time Keeping System (Yes/No)	Days/Month (Based on record of Activities)
<b>APPOINTED OFFICIALS</b>							
District Clerk	Theresa Campanella	████	████████	7	07/01/10-06/30/11	N	5.02
District Treasurer	Laura Zarcone	████	████████	7	07/01/2010 – 06/30/2011	N	6.42
Deputy District Treasurer	Loretta Haugh	████	████████	7	07/01/2010-06/30/2011	N	2.25

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**REGULAR MEETING, BOARD OF EDUCATION  
SOUTH ORANGETOWN CENTRAL SCHOOL DISTRICT, THURSDAY, JANUARY 6, 2011**

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**Resolution to Accept Financial Reports – November 2010**

**WHEREAS**, the Board of Education of the South Orangetown Central School District has received from the District Treasurer the monthly financial schedules as stated below

**FURTHERMORE**, the Board has had an opportunity to review the reports, question items and receive responses from the Deputy Superintendent and District Treasurer

**RESOLVED**: that the Board of Education of the South Orangetown Central School District accept the following financial schedules for November 2010

Schedule 2010-2011 T-NOV	Treasurer Reports
Schedule 2010-2011 BT- NOV	Budget Transfers
Schedule 2010-2011 FR- NOV 1	General Fund Financial Reports
Schedule 2010-2011 FR- NOV 2	School Lunch Fund Financial Reports
Schedule 2010-2011 FR- NOV 3	Special Aid Fund Financial Reports
Schedule 2010-2011 FR- NOV 4	Capital Fund Financial Reports
Schedule 2010-2011 FR- NOV 5	Debt Service Fund Financial Reports
Schedule 2010-2011 W- NOV 1	General Fund Warrants
Schedule 2010-2011 W- NOV 2	School Lunch Fund Warrants
Schedule 2010-2011 W- NOV 3	Special Aid Fund Warrants
Schedule 2010-2011 W- NOV 4	Capital Fund Warrants
Schedule 2010-2011 W- NOV 5	Trust Fund Warrants

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**Resolution to Accept Claims Auditor Report – November 2010**

**RESOLVED**: that the Board of Education of the South Orangetown Central School District accept the Claims Auditor Reports for the month of November 2010 (see appended reports). Be it also noted that copies of the reports were also being provided to the Audit Committee.

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**Acceptance of Donation**

**RESOLVED** that the Board of Education of the South Orangetown Central School District accepts, with gratitude, the following donation from the South Orangetown Music Booster's Association (SOMBA). These funds will be used for the Cottage Lane 4<sup>th</sup> grade trip to Carnegie Hall, May 2011.

**BE IT FURTHER RESOLVED** that the Board of Education of the South Orangetown Central School District increase the 2010-2011 budget in the amount of \$ 1065.00 as follows:

Estimated Revenue – A/C A510	\$ 1065.00
A/C A2705.05 Donations CLE	1065.00
Appropriations – A/C A960	\$ 1065.00
A/C A2110.407-05-0000	1065.00

Resolution to  
Accept  
Financial  
Reports –  
November 2010

Resolution to  
Accept Claims  
Auditor Report  
– November  
2010

Acceptance of  
Donation

**REGULAR MEETING, BOARD OF EDUCATION  
SOUTH ORANGETOWN CENTRAL SCHOOL DISTRICT, THURSDAY, JANUARY 6, 2011**

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**B. NEW BUSINESS**

- Policy Subcommittee will meet to review the 5000 series policies. These will be ready for the complete Board to review prior to the February 3<sup>rd</sup> Board Meeting.
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NEW BUSINESS

**VIII. ADJOURNMENT**

Motion by Mrs. Uhl

Seconded by Mr. Jacobs

ADJOURNMENT

**RESOLVED:** the meeting is adjourned at 9:35 p.m.

9:35 P.M.

Respectfully Submitted,

Theresa Campanella  
District Clerk



**SOUTH ORANGETOWN CENTRAL SCHOOL DISTRICT  
2011-2012 SCHOOL CALENDAR**

**EMERGENCY CLOSING (Snow Days, etc.) INFORMATION**

In anticipation of emergency closings, such as snow days, the district makes an effort to build the school calendar with additional days in order to first comply with New York State Education Law related to student attendance and then with any EASO contractual obligations. Each year's calendar varies due to the number of holidays that fall on weekdays; therefore, there is an annual review to ensure that the district meets the legal attendance requirements while adding a cushion of potential emergency days.

If no days are used, then **April 5, May 25, & May 29** will be vacation days

If 1 day is used, then **May 25 & May 29** will be vacation days (*April 5 school is in session*)

If 2 days are used, then **May 29** will be a vacation day (*April 5 & May 25 school is in session*)

If 3 days are used the calendar stands as shown (*April 5, May 25, & May 29 school in session*)

If 4 days are used, then on **April 13**, school will be in session.

If 5 days are used, then on **April 12**, school will be in session.

If 6 days are used, then on **April 11**, school will be in session.

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**SCHEDULE 10/11 P-11 - Professional Personnel**

**DATE OF MEETING: January 6, 2011**

**PAGE 1 OF 1 PAGE**

**SOUTH ORANGETOWN  
CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION**

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**Certificated Personnel**

**I APPOINTMENTS:**

It is recommended that the Board of Education extend the appointment of the following:

- **Mark Soss**, Interim Assistant Principal at TZHS, end date extended to 6/30/11

It is recommended that the Board of Education approve the appointment of the following substitute teaching assistant for the 2010-2011 school year at the rate of \$16.51 per hour:

- **Valerie Benitez**
- **Gregory Sullivan**

**III EXTRA-CURRICULAR ASSIGNMENTS:**

It is recommended that the Board of Education approve the appointments of the following for the 2010-2011 school year:

**CLE Learning Institutes – Math – 1/17/11 – 3/18/11**

Each teacher works up to 16 hours at \$51.67 per hour, plus up to 1 hour planning time at \$36.80 per hour:

- **Pamela Heilbronn**
- **Susan Flugger**
- **Helen Scala**
- **Karen Sutton**

**CLE Learning Institutes – ELA – 1/17/11 – 3/18/11**

Each teacher works up to 16 hours at \$51.67 per hour, plus up to 1 hour planning time at \$36.80 per hour:

- **Alissa DiMenna**
- **Lawanda Lane**
- **Colleen O'Connor**
- **Jamie Sainz**

It is recommended that the Board of Education approve the appointment of the following non-EASO member for athletic supervision for the 2010-2011 school year, at the same rate of pay per the EASO contract, Article VI, C.:

- **Michelle Cohan**

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**SCHEDULE 10/11 C10- Classified (Civil Service) Personnel**

**DATE OF MEETING: January 6, 2011**

**SOUTH ORANGETOWN  
CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION**

**PAGE 1 OF 1 PAGE**

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**Classified (Civil Service) Personnel**

**I.APPOINTMENT**

It is recommended that the Board of Education approve the recall of the following:

**Theresa Dunn-Simon, Teacher's Aide, TZE, 3 hours per day, Step 4, \$16.17 per hour, effective 1/6/11.**