



Westchester-Putnam School Boards Association
Minutes of WPSBA Board Meeting of Thursday June 14, 2012
Education House, White Plains, NY

Present: Ifay Chang (*Somers*); Kelly Chiarella (*PTA Yonkers*); Lou Conte (*Pleasantville*); Lisa Davis (*WPSBA*); Kendall Egan (*Rye City*); Douglas Glickert (*Peekskill*); Rita Golden (*Mt. Pleasant-Cottage*); Frank Hariton (*Ardsley*); Stephen Jambor (*Brewster*); Rick Kreps (*Carmel*); Lynn McBride (*Mt. Vernon*); Abby Mendelsohn (*Harrison*); Wendy Naidich (*Hastings-on-Hudson*); Jennifer Rosen (*Briarcliff Manor*); Anna Sterne (*Dobbs Ferry*); Brett Summers (*Byram Hills*); Linnet Tse (*Mamaroneck*); Susan Elion Wollin (*Bedford*); Karen Zevin (*Croton-Harmon*); Peggy Zugibe (NYSSBA Area 10). Also in attendance: Vince D'Ambrosio (*WPSBA liaison, Mt Pleasant*)

Excused: Anita Feldman (*P/NW BOCES*); Jeffrey Hastie (*New Rochelle*);

Absent: David Quattrone (*SW Chief School Administrator*); Richard Rugani (*Bronxville*); David Lacher (*New Rochelle*); Dan McCann (*P/NW Chief School Administrator*);

Minutes: Executive Session for 2011-12 WPSBA Executive Board members was called to order at 6:05 pm and adjourned at 6:60 pm.. New WPSBA Executive Board members attended an orientation with Lisa Davis and Marguerite Guglielmo during this time. The Executive Board meeting was called to order at 6:55 pm by Kendall Egan. Kendall asked for any changes to the minutes. There were none.

Treasurer's Report: Lisa Davis reviewed the projected year end -financials. WPSBA has another \$14,000-\$15,000 in expenses before the end of the school year, and will have positive net income due to the success of Gala Journal advertising sales.

President's Report: Kendall reported that the feedback on the 50th Gala was excellent, and thanked those on the Gala committee – Kathy Brechner (P/NW BOCES), Ifay Chang, Anita Feldman, Rita Golden, Frank Hariton, Wendy Naidich, and Lois Winker (Pleasantville). She offered a special thank you to Lois Winkler for culling the history; Wendy Naidich for being the Gala photographer, coordinating the Gala centerpieces and for her work with the journal; and Kathy Brechner, for creating the video loop that played during the event.

WPSBA will be getting a new logo in 2012-13. After interviewing graphic designers, Kendall announced that it had been narrowed it down to 2 bids. The bids include logo, stationery, and web masthead.

Consent Agenda: Kendall asked for a motion to accept the Consent Agenda. Stephen Jambor so moved and it was seconded by Karen Zevin and passed unanimously.

Organizational Meeting: Kendall explained that there were two items to be reaffirmed -- WPSBA Expense Reimbursement and Full-time Staff Compensation. Full-time Staff Compensation includes vacation and holidays, long-term illness, and the health insurance waiver. The health insurance waiver was the only piece with a change and now reads, "Payments shall be made in installments at each pay period."

Kendall asked for a motion to approve the Expense Reimbursement Policy. It was so moved by Karen Zevin, seconded by Rita Goldman, and passed unanimously. Kendall then asked for a motion to approve the Full-time Staff Compensation with the health waiver change. The motion was made by Ifay Chang and seconded by Wendy Naidich. The motion passed unanimously.

The next item on the agenda was approval of the following items: 1) WPSBA Office Closing Calendar; 2) Ex Officio Non-voting Appointments to the WPSBA Board of Directors; 3) Auditor and Legal Counsel; and 4) Depositories and Bank Signatories. Rick Kreps made a motion to approve these items. It was seconded by Karen Zevin and passed unanimously.

New Business: Lisa outlined our program planning for the WPSBA calendar for the 2012-13 school year and asked for any programming suggestions or ideas. She also discussed the various committees and board roles for the upcoming year. A committee preference survey will be sent to the Executive Board over the summer.

Executive Director's Update: Lisa shared that WPSBA had been approached by Robert Monson of Teacher's College to co-sponsor the New York cohort of the Education Policy Fellowship Program (EPFP), a national leadership program that meets 5 to 6 times a year and has an annual conference in Washington DC. They are hoping to gear the program more towards school board/superintendent governance teams this year. She went on to explain there would be no financial obligation, just a commitment of her time. Lisa asked for WPSBA board members' thoughts on whether to partner in this program. After discussion, it was agreed that WPSBA should move forward as a co-sponsor of EPFP.

By-laws Report: Brett Summers shared the findings of the By-laws Committee (Committee members: Brett Summers, Frank Hariton, and Lisa Davis). Currently, WPSBA is registered as a not-for-profit, but is not incorporated. The committee is working to file the necessary documents to obtain a certificate of incorporation.

Through NYCON, the Committee received helpful advice on how to structure the by-laws going forward. Some topics for discussion are the structure of standing committees, term limits for WPSBA Board of Directors officers, term limits for WPSBA Board of Directors members, etc. He went on to explain that by-laws can only be amended by a vote of the Member Districts. A discussion followed on these topics and on guidelines for membership to WPSBA. The Committee will come back to the Executive Board in the fall with revised draft bylaws.

Brett also noted that four policies need to be put in place. They are: Conflict of Interest Policy; Anti-harassment and Non-discrimination Policy; Document Retention and Destruction Policy, and Whistleblower Policy. Discussion followed. There was agreement that the word "truthful" in the Whistle Blower Policy be changed to "Good Faith," so that it would read, "...good faith information relating to the commission or ...". Kendall asked for a motion to pass the Conflict of Interest Policy, Anti-harassment and Non-discrimination Policy, and the Document Retention and Destruction Policy. The motion was made by Stephen Jambor and seconded by Karen Zevin. It passed unanimously. Kendall then requested for a motion to approve the Whistle Blower Policy as amended. A motion was made by Rick Kreps and seconded by Ifay Chang.

With business completed, Brett Summers moved to adjourn the meeting. It was seconded by Rick Kreps and passed unanimously.

The meeting was adjourned at 8:10 pm.

Respectfully submitted by Marguerite Guglielmo