

**Official Minutes**  
**CHAPPAQUA CENTRAL SCHOOL DISTRICT**  
**BOARD OF EDUCATION**

**Thursday, December 15, 2016**

**Education Center**

**Present:** **Board of Education**  
Alyson Gardner, President  
Victoria Tipp, Vice President *[Absent]*  
Warren Messner  
Jeffrey Mester  
Karen Visser

**Present:** **Staff Members**  
Dr. Daniel McCann, Interim Superintendent  
Dr. Eric Byrne, Assistant Superintendent for Curriculum and Instruction  
Mr. John Chow, Assistant Superintendent for Business  
Dr. Kusum Sinha, Assistant Superintendent for Human Resources and Leadership Development  
Terry Dell'olio, District Clerk/Executive Assistant to the Superintendent

**President Gardner convened the public meeting at 5:20 p.m.**

**Moved by Jeffrey Mester to convene the public board meeting at 5:20 p.m. Seconded by Karen Visser. Motion carried 3-0. Board members, Victoria Tipp and Warren Messner were absent for the opening of the public meeting.**

**1. Recommended Action: Personnel**

**1.1 Non-Instructional**

**Dr. McCann made the following recommendations:**

**Termination:**

Jennifer Michel – Assistant to the Director of Human Resources at the Education Center, effective end of day December 7, 2016.

**Appointment:**

Jennifer Michel – Teacher Aide at the Douglas Grafflin Elementary School, 35 hours per week, effective December 14, 2016.

**Moved by Jeffrey Mester, seconded by Karen Visser to approve all items in Item 1.1 Recommended for Action, Personnel, Non-Instructional. Motion carried 3-0. Board members, Victoria Tipp and Warren Messner were absent.**

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**ADDENDUM**

**1.2 Instructional**

**Dr. McCann made the following recommendations:**

**Request for Discretionary Leave of Absence:**

BE IT RESOLVED that, the Board of Education hereby grants a leave of absence, without pay, to Jessica Marchetti, Science Teacher District-Wide, from November 14, 2016 to January 13, 2017.

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Moved by Karen Visser, seconded by Jeffrey Mester to approve Addendum Item 1.2 Recommended for Action, Personnel, Instructional. Motion carried 3-0. Board members, Victoria Tipp and Warren Messner were absent.

Moved by Jeffrey Mester at 5:24 p.m. to enter into Executive Session to discuss the employment history of a particular person(s). Seconded by Karen Visser. Motion carried 3-0. Board members, Victoria Tipp and Warren Messner were absent.

Moved by Jeffrey Mester to reconvene the public board meeting at 6:32 p.m. Seconded by Warren Messner. Motion carried 4-0. Board member, Victoria Tipp was absent.

2. **Recommended Action: Other**

2.1 BE IT RESOLVED that the Board of Education hereby approves the RFP for Consulting Services.

Moved by Jeffrey Mester, seconded by Alyson Gardner to Table Item 2.1. Motion carried 4-0. Board member, Victoria Tipp was absent.

3. **Notice of Future Meetings**

Wednesday, January 11, 2017  
7:30 p.m. – Horace Greeley High School Academic Commons  
*Budget Preview*

4. **Adjournment**

Being no further business to be acted upon, the meeting was adjourned at 6:35 p.m. with a motion by Jeffrey Mester, seconded by Warren Messner. Motion carried 4-0. Board member, Victoria Tipp was absent.

Respectfully submitted,



Therese Dell'olio  
District Clerk / Executive Assistant  
to the Superintendent

01/12/17  
Date



Alyson Gardner  
Board President

01-12-17  
Date

(Seal)

/tkd