

REGULAR MEETING OF THE BOARD OF EDUCATION

April 20, 2015

PRESENT:

Doris Fischer
Laura Gavey
Michael L. Greb
Rosemary Natoli
Everett E. Newman III
Brian J. Sales

Charles A. Leunig
Superintendent of Schools

Dr. Kathleen Bannon
Associate Superintendent

Peter H. Michaelsen – Finance & Operations
Assistant Superintendent

Christopher Clayton, Esq.

Approximately 15 Residents and Staff Members

Meeting was called to order at 7:32 p.m. by Mr. Brian J. Sales, President, in the West Cafeteria of the Middle School, with the opening exercises and a moment of silent meditation.

Roll Call of Board Members by the District Clerk.

SCHOOL BUDGET 2015/2016 WORK SESSION

The budget presentation began with a look for the first time at the revenue budget. At the last meeting on March 30th the state had not approved a budget so we did not have the state aid runs. Since that meeting the state approved a budget and the Copiague School District is slated to receive a decent increase in state aid. The final outcome will be a balanced budget.

FOR ACTION

1. Minutes

Motion by Mr. Newman, seconded by Mrs. Fischer to approve the minutes of the Regular Board of Education Meeting of March 30, 2015 and the Special Meeting of April 14, 2015 on behalf of the Copiague Library.

Vote: 6 yes. Motion passed.

2. Resignations – Per Diem Substitute, Clerk Typist, Cafeteria Aide, Guidance Counselor

Motion by Mr. Newman, seconded by Mrs. Gavey to accept the following resignations:

<u>Name</u>	<u>Assignment & School</u>	<u>Service in District</u>	<u>Effective Date</u>	<u>Reason</u>
Svetlana Braslow	Per Diem Substitute High School	1/13/15-4/2/15	4/2/15	Personal
Michele Smith	Clerk Typist Middle School	6/21/89-6/26/15	6/26/15	Retirement
Patricia Bean	Cafeteria aide High School (1 hour breakfast program only)	2/2/95-6/30/15	6/30/15	Personal
Cerise Little	Guidance Counselor High School	10/11/12-6/30/15	6/30/15	Personal

Vote: 6 yes. Motion passed.

3. Approval of Requests for Leaves of Absence – Social Studies, Teaching Assistant

Name	Assignment & School	Service in District	Effective Date	Reason
Colleen Gurtner	Social Studies Teacher High School	9/1/09-Present (LOA 4/22/15- 5/10/15)	5/10/15 terminating on 5/19/15	Child Care
Mindy Martorana	Teaching Assistant Middle School	10/17/00-Present (LOA 3/30/15- 4/13/15)	4/14/15 terminating on or about 5/4/15*	Medical

*This date will be adjusted if needed.

Vote: 6 yes. Motion passed.

4. Tenure Recommendations – Professional Staff Members

Motion by Mr. Newman, seconded by Mrs. Gavey to approve the following professional staff permanent tenure recommendations:

Name	Assignment & School	Tenure Area	End of Probationary Period	Effective Tenure Date
Stephanie Valeiko	Secondary Assistant Principal Middle School	Secondary Assistant Principal	6/30/15	7/1/15
Joseph Buccello	Elementary Principal Deauville Gardens East	Elementary Principal	7/22/15	7/23/15
Kate Riker	Elementary Teacher Deauville Gardens West	Elementary	8/27/15	8/28/15
Kathleen Walsh	English as a Second Language Teacher Susan E. Wiley	English as a Second Language	8/29/15	8/30/15
Eric Dobmeier	Music Teacher High School	Music	8/29/15	8/30/15
Shakira Lewis	Guidance Counselor Middle School	School Counseling and Guidance	8/29/15	8/30/15
Andrea Hernandez	Social Studies Teacher Middle School/ High School	Social Studies 7-12	8/29/15	8/30/15
Colleen Garofola	Elementary Teacher Deauville Gardens West	Elementary	8/29/15	8/30/15
Shannon Gentile	Elementary Teacher Susan E. Wiley	Elementary	8/31/15	9/1/15
Travis White	Art Teacher Middle School	Art	8/31/15	9/1/15
Danielle Grandin	Coordinator of Elementary Special Education District	Coordinator of Elementary Special Education	11/25/15	11/26/15

Vote: 6 yes. Motion passed.

5. Request for Administrative Internship

Name	School	Service in District	Effective Dates
Susan Kanuika	Accountant Central Office	2012-Present	4/21/15 through 12/31/15

Vote: 6 yes. Motion passed.

6. Motion by Mrs. Gavey, seconded by Mr. Newman to approve the following staff appointments:

a. Approval - Resolution - Emergency Conditional Appointments

RESOLUTION

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education of the Copiague Union Free School District hereby appoints the following individuals on an emergency conditional basis pursuant to applicable provisions of the New York State Education Law:

NAME	ASSIGNMENT	EFF. DATE
Ancrum, Mamie	Driver Attendant – Educational Bus Transport	4/21/15
Cole, Barbara	Driver Attendant – Educational Bus Transport	4/21/15
Espinoza, Marcelino	Driver Attendant – Educational Bus Transport	4/21/15
Guidice, Jennifer	Driver Attendant – Educational Bus Transport	4/21/15
Hatcher, Christyn	Driver Attendant – Educational Bus Transport	4/21/15
Juliano, Carl	Driver Attendant – Educational Bus Transport	4/21/15
Leyria, Maria	Driver Attendant – Educational Bus Transport	4/21/15
Rollins, Daryll	Driver Attendant – Educational bus Transport	4/21/15
Santana Dias, Maria	Driver Attendant – Educational Bus Transport	4/21/15

b. Appointments – Teaching: Regular Substitutes – Mathematics, Special Education (2), Guidance Counselor

Name	Certification	Service Area & Assignment	Effective Date & Salary
Samantha Buttice	NYS Initial Certificate Mathematics 7-12 eff. 9/1/13	Mathematics 7-12 Middle School	4/21/15 and terminating on or about 6/30/15 Salary: Step 1 Column BA \$45,567 (prorated) of the 2014/15 Teachers' Salary Schedule
Susan Graber	NYS Permanent Certificates English 7-12 Special Education eff. 9/1/99	Special Education High School	4/21/15 and terminating on or before 5/18/15 Salary: Step 1 Column MA \$54,850 (prorated) of the 2014/15 Teachers' Salary Schedule
John Fernandez, Jr.	NYS Permanent Certificates Special Education Pre-K, K and Grades 1-6 eff. 2/1/09	Special Education High School	4/21/15 and terminating on or about 6/30/15 Salary: Step 1 Column MA \$54,850 (prorated) of the 2014/15 Teachers' Salary Schedule

Lori Vasquez Legler	NYS Permanent Certificate School Counselor eff. 9/1/10	School Counseling and Guidance Middle School	5/12/15 and terminating on or before 5/18/15 Salary: Step 1 Column MA \$54,850 + \$2,468.25 (prorated) Guidance Counselor differential of the 2014/15 Teachers' Salary Schedule
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c. Appointment – Extended Day – 2014/15

<u>Name</u>	<u>Assignment</u>	<u>Salary/Stipend Effective Date</u>
The following secondary extended day stipend should be paid out of the A2110.1505.87		
Ellen Drape	Extended Day Middle School	\$35 per hour 4/21/15

d. Appointment – Head Chaperone – Fall 2015/16 School Year

<u>Name</u>	<u>Language</u>	<u>Stipend</u>
Yvan Garcia	Head Chaperone Fall Season High School	\$1,500 plus \$60 per athletic event attended

e. Appointments – Ancillary Staff – 2014/15 School Year

<u>Name</u>	<u>Event</u>	<u>Stipend</u>	<u>Assignment</u>
Michael Alexander	Pops Concert	\$250	Musician – Saxophone
Steven Bologna	Pops Concert	\$250	Musician – Bass
Donald Catrone	Pops Concert	\$250	Musician – Guitar
Bob Dziemian	Pops Concert	\$250	Sound Engineer
Douglas Rowand	Pops Concert	\$250	Musician – Percussionist/Sound Engineer
Larry Wurtzel	Pops Concert	\$250	Musician – Trumpet

f. Appointments – Adult and Continuing Education Teachers – Fall 2015

<u>Name</u>	<u>Assignment</u>	<u>Salary</u>
Eileen Alley	Line Dancing	No Fee
Linda Chase	Forensic Anthropology	\$16.51 per hour
Elizabeth Coniglio	Ceramics Ceramic Doll Making	\$16.51 per hour \$16.51 per hour
Ralph Espinal	Volleyball	\$16.51 per hour
Rochelle Green	Beginner Computers Microsoft Office Excel & Power Point	\$16.51 per hour \$16.51 per hour \$16.51 per hour
Mary Haughey	Creative Writing	\$16.51 per hour
Joseph Panico	Tai Chi	\$16.51 per hour
Claudio Salesi	Stained Glass	\$16.51 per hour

Frank Tucci	Spanish Conversation Spanish Intermediate Italian Intermediate	\$16.51 per hour Certified teacher paid an additional hour each session
Jane Baldwin	Yoga Instructor	\$35.00 per session
Heather Casale	Substitute Yoga Instruction	\$35.00 per session
Rochelle Devore	Yoga (Chair)	\$35.00 per session
Carmen Roberts	Zumba (2 sessions) Cardio Kickboxing (2 sessions)	\$30.00 per session
Loretta Formes	Zumba Instructor - Substitute	\$30.00 per session
Joan Manzollilo	Magical Art of Belly Dancing	\$30.00 per session
Thomas Dodge	Boating Safety	Paid on a contractual basis with Copiague School District (\$40 per student)
Rochelle Green	Cake Decorating	Paid on a contractual basis with Copiague School District (\$18 per student)
Richard Knox	Lights! Camera! Trivia!	Paid on a contractual basis with Copiague School District (\$12 per student)
Voice Coach Service	“Getting Paid to Talk”	Paid on a contractual basis with Copiague School District (\$87.50 for 2 – ½ hour seminars)
BOCES Staff	ABE/GED English as a Second Language	Paid on a contractual basis with Copiague School District
Suffolk County Police Department	Ident-a-Kid Workshop	No Fee
Allen Pelkonen	How in the World Can We Afford College? Financial Planning 101 – What You Need to Know	No Fee
Dr. Shirley Espinoza	Seminar – High Blood Pressure & Cholesterol Tummy Trouble	No Fee
Jake Caramico	Money: the 60 Minute “Money Course”	No Fee
Safety Quest Limited	Defensive Driving Adult CPR Community CPR Infant & Child CPR Pet First Aid	\$30/student \$30/student \$45/student \$35/student \$65/student

	Standard First Aid	\$45/student
	Pediatric First Aid	\$35/student
	Jetski & Waverunner	\$60/student
	NYS Approved Watercraft Boating Safety Course	
	Professional Rescuer	\$35/student
Jeffrey R. Silverman, JD, CFP	Seminar – Keep Income Flowing During Retirement	No Fee
Simone Wilson, MA, CPCC	Seminar – Communicating Your Professional Story	Paid on a contractual basis with Copiague School District (\$12 per student)

g. Permanent Appointment – Non-Teaching – Clerk Typist

<u>Name</u>	<u>Assignment & School</u>	<u>Salary & Effective Date</u>
Andrea Bustos de Romagna	Clerk Typist (10 month) Great Neck Road	Step 1 - \$18.18 per hour 5 hours per day eff. 4/20/15

h. Appointments – Election Workers – Copiague Public Schools Trustee/Budget Vote – May 19, 2015

<u>Name</u>	<u>Assignment</u>	<u>Salary</u>
Ilene Roth	Assistant Clerk/Inspector of Election	\$8.75 per hour
Richard Roth	Assistant Clerk/Inspector of Election	\$8.75 per hour

Alternate

Ann Marie Ullman	Assistant Clerk/Inspector of Election	\$8.75 per hour
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Vote: 6 yes. Motion passed.

7. Motion by Mrs. Fischer, seconded by Mr. Greb to approve the Recommendations of the Committee on Preschool Special Education for the identification and placement of students with disabilities as listed below:

Case #010059828	Case #010059870	Case #010058852	Case #010058877
Case #010059730	Case #010059607	Case #010059870	Case #010058760
Case #010058760	Case #010060669	Case #010059732	Case #010060661
Case #010059967	Case #010059389	Case #010059613	Case #010058861
Case #010058693	Case #010059863	Case #010058835	Case #010058835
Case #010058977	Case #010059021	Case #010060164	Case #010058742
Case #010058436	Case #010058930	Case #010059945	Case #010058865

Vote: 6 yes. Motion passed.

7. Motion by Mrs. Fischer, seconded by Mr. Greb to approve the Recommendations of the Committee on Special Education for the identification and placement of students with disabilities as listed below:

Case #010057266	Case #010058190	Case #000061825	Case #010058125
Case #000068336	Case #000060284	Case #010059849	Case #71501
Case #000072085	Case #000067140	Case #000067756	Case #010059849
Case #010059418	Case #010056855	Case #010058153	Case #010057616
Case #010057995	Case #010057924	Case #010058150	Case #010057604
Case #000071498	Case #000074495	Case #000074414	Case #010057001
Case #010057089	Case #000073601	Case #010057854	Case #000071498
Case #000074400	Case #000074346	Case #010058245	Case #000074206
Case #010056513	Case #010056114	Case #72636	Case #000072629
Case #000074346	Case #000072633	Case #010058317	Case #000072255

Case #61577	Case #000067174	Case #000071166	Case #010058825
Case #000067063	Case #010058126	Case #010058665	Case #010059618
Case #010059635	Case #010058126	Case #010059807	Case #010058630
Case #010056981	Case #010056692	Case #010057044	Case #010059611
Case #000071613	Case #000070302	Case #000070870	Case #000074129
Case #000070369	Case #000074462	Case #010057395	Case #010057615
Case #000074462	Case #010056485	Case #010060442	Case #010058258
Case #010056593	Case #69300	Case #010056256	Case #69300
Case #010060294	Case #000074092	Case #000072334	Case #000071081
Case #010058204	Case #000072501	Case #000072505	Case #010060662
Case #000066337	Case #000072487	Case #000068238	Case #000069301
Case #70249	Case #000067694	Case #000068129	Case #010060662
Case #000067694	Case #000068129	Case #010057442	Case #000069238
Case #000070173	Case #70667	Case #000068537	Case #000071398
Case #72918	Case #000070581	Case #000071718	Case #000073515
Case #000072507	Case #000071439	Case #010057254	Case #000072164
Case #73478	Case #010057139	Case #000073496	Case #000070704
Case #000070281	Case #000070463	Case #000068786	Case #000071563
Case #000070668	Case #000070603	Case #71028	Case #000072324
Case #000070841	Case #000072188	Case #71321	Case #000070648
Case #67428	Case #010059539	Case #010060563	Case #000066482
Case #000069352	Case #010057939	Case #000069352	Case #000071070
Case #000072449	Case #010059488	Case #000074478	Case #010057391
Case #010058808	Case #000071504	Case #000073689	Case #010058411
Case #010056399	Case #010057521	Case #000073625	Case #010057521
Case #73555	Case #010056296	Case #000071702	Case #000073625
Case #000073801	Case #000071719	Case #000070728	Case #010059466
Case #010058964	Case #000067063	Case #010060718	Case #000070728
Case #000068542	Case #010056478	Case #010057113	Case #010056716
Case #010056419	Case #010060222	Case #000071849	Case #010057266
Case #000060880	Case #010057151	Case #71477	Case #000066381
Case #010057151	Case #010059543	Case #010060653	Case #010060653
Case #010058231	Case #74224	Case #010058359	Case #010060442
Case #010060658	Case #01058231	Case #010060658	Case #000071615
Case #000070711	Case #71940	Case #010059557	Case #70506
Case #000070959	Case #010057079	Case #71319	Case #000072849
Case #000072955	Case #000068431	Case #010059650	Case #72580
Case #000072930	Case #010057312	Case #010057752	Case #72580
Case #010057312	Case #010057169	Case #000060254	Case #010060729
Case #000070032	Case #61689	Case #010060584	Case #69641
Case #70083	Case #67133	Case #70083	Case #000071812
Case #010059714	Case #000071812	Case #010058527	Case #000069229
Case #010056367	Case #000068003	Case #000067790	Case #000072995
Case #000074391			

Vote: 6 yes. Motion passed.

FOR CONSIDERATION

1. Motion by Mr. Newman, seconded by Mr. Greb to accept the donation of baseball jackets from Affordable Bottled Gas at an estimated value of \$900.

Vote: 6 yes. Motion passed.

2. Motion by Mr. Newman, seconded by Mr. Greb to accept the donation of \$1,468.24 to fund a field trip to Queens Hall of Science from Donors Choose website.

Vote: 6 yes. Motion passed.

3. Motion by Mr. Newman, seconded by Mr. Greb to approve the attendance of Board members as representatives of the governing body of the Copiague School District at Charles A. Leunig's retirement party on June 8.

Vote: 6 yes. Motion passed.

4. Motion by Mr. Greb, seconded by Mr. Newman to approve the request for the high school boys and girls varsity teams to attend the Penn Relays scheduled for April 23 through April 25, 2015.

Vote: 6 yes. Motion passed.

5. Motion by Mr. Newman, seconded by Mrs. Fischer to approve the budget transfers that exceed \$10,000.

Vote: 6 yes. Motion passed.

6. Motion by Mr. Greb, seconded by Mr. Newman to award the Request for Proposals for the following services for the Facilities Department:

- Building Inspection Services
- Fire Alarm Maintenance
- Electrical Repair and Maintenance
- Plumbing Repair & Supplies
- Sanitation (refuse) Removal
- Plaster Repair
- Painting Services
- Oil Burner/Boiler Maintenance
- HVAC Services
- Landscaping Services
- Public Address Intercom System Service/Repair
- Elevator Service and Repair
- Pest Control
- Glass Replacement
- Custodial Material and Supplies

Vote: 6 yes. Motion passed.

7. Motion by Mr. Greb, seconded by Mr. Newman to adopt the proposed 2015-2016 School Budget for the Copiague Union Free School District in the amount of \$112,478,394.

Vote: 6 yes. Motion passed.

8. Motion by Mrs. Fischer, seconded by Mr. Newman to adopt the Property Tax Report Card.

Vote: 6 yes. Motion passed.

9. Motion by Mr. Greb, seconded by Mr. Newman to award the Request for Proposal for Universal Pre-Kindergarten to Marks of Excellence Child Care Center and Stanford Child Care Center for their low proposals meeting general conditions and specifications.

Vote: 6 yes. Motion passed.

REPORTS

1. Reports of the Claims Auditor – March 2015
 - a. General Fund
 - b. School Lunch Fund
 - c. Federal Fund
 - d. Trust and Agency
2. Treasurer's Report – March 2015
3. Expenditure, Revenue, and Investment Reports – March 2015
4. Cafeteria Operating Reports – March 2015
5. Budget Transfers – March 2015
6. Dropout Summary and Enrollment Report for the Period Ending March 27, 2015

7. Superintendent's Report:

Last Tuesday Mr. Leunig, the Board, Dr. Bannon, Ms. Altruda and Mr. Agosta sat down for pizza and conversation with the Top 20 students. Mr. Leunig said it was a fun evening and that they gained some new and helpful insight into some issues at the high school and how students view their educational experience in the Copiague Public Schools. Mr. Leunig also shared a thank you note from the Town of Babylon for the use of our facilities. Back on March 28th the Town of Babylon held their annual "Women's History Month Celebration."

SECOND POLICY REVIEW

5500	Student Records
5500-R	Student Records Regulation
5500-E.1	Notification of Rights Under the Family Educational Rights and Privacy Act
5500-E.2	Objection to Release of Directory Information Designations
6100	Annual Budget

FIRST POLICY REVIEWS

6230	Federal Funds
6235	Grants
6240	Investments
6240-R	Investments Regulation
6241	Use of Surplus Funds (Extraclassroom Fund)
6254	Non-Resident Tuition
6400	Depositories of Funds
6410	Authorized Signatures
6500	Bonded Employees and Officers
6620	Type of Funds
6630	Financial Reports and Statements
6635	Fund Balance Reporting and Management
6640	Inventories
6645	Fixed Assets Accounting
6645-E	Asset – Location Move/Disposal/Sale Request Form
6650	Claims Auditor
6660	Independent Auditor
6670	Petty Cash/Petty Cash Accounts
6670-R	Petty Cash Accounts Regulations
6685	Medicaid False Claims/Fraud Prevention and Detection
6685.1	Medicaid Billing Compliance Program
6690	Audit Committee
6690-E	Audit Committee Charter
6700	Purchasing
6700-R	Purchasing Regulations
6700-E.1	Purchasing Exhibit
6700-E.2	Purchasing Other Methods of Competition to be Used for Non-bid Procurements
6700-E.3	Vendor Recommendation Bid Summary Form

CORRESPONDENCE

The Board also received a thank you letter from the Town of Babylon for the use of the high school for their annual "Women's History Month Celebration."

COMMUNICATIONS AND ANNOUNCEMENTS

The next Regular Meeting of the Board of Education is scheduled for Tuesday, April 28, 2015, at 7:30 p.m. in the Board of Education Conference Room at the Middle School. The primary purpose of this meeting will be to vote on the BOCES Budget and Trustees.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

There was no new business.

VOICE OF THE BOARD

The Board commented on what a great evening they had with the Top 20 students. The students commented on how lucky they were to live in such a diverse community and that they benefitted from that in preparing them to go out into the world. Mr. Sales had asked them if the school district had done enough to prepare them for the future. All the students agreed that Copiague has everything a student could want or need, unfortunately, not everyone takes advantage of it. Students also commented that after this evening they learned that the Board and the Administrators are human beings just like them.

VOICE OF THE PEOPLE

A resident was inquiring about opting out for the ELA or Math Assessments. She wanted to know what happens if you have less than 95% take the test. Mr. Leung answered the question.

EXECUTIVE SESSION

Motion by Mrs. Fischer, seconded by Mr. Newman to go into Executive Session to discuss particular persons.

Vote: 6 yes. Motion passed.

The Board went into Executive Session at 8:45 p.m.

Motion by Mr. Greb, seconded by Mr. Newman to reconvene the meeting.

Vote: 6 yes. Motion passed.

The meeting was reconvened at 9:29 p.m.

ADJOURNMENT

Motion by Mrs. Fischer, seconded by Mr. Newman to adjourn the meeting.

Vote: 6 yes. Motion passed.

The meeting was adjourned at 9:30 p.m.

Mary Ellen Ruppert
District Clerk