

REGULAR MEETING OF THE BOARD OF EDUCATION

DECEMBER 5, 2016

PRESENT:

Doris Fischer
Laura Gavey
Michael Greb
Peter Robinson
Brian Sales

Dr. Kathleen Bannon
Superintendent of Schools

Assistant Superintendents:

Peter H. Michaelsen – Finance & Operations
Karen Sheridan – Student Services
Todd Andrews – Human Resources
Jeanette Altruda – Curriculum & Instruction

ABSENT:

Rosemary Natoli
Everett E. Newman III

Christopher Clayton, Esq.

Approximately 2 Residents and Staff Members

The meeting was called to order at 7:30 p.m. by Mr. Brian J. Sales, President, with the opening exercises and a moment of silent meditation.

2. FOR ACTION

Action, Minutes: 2.1 Approval of Minutes - Audit Committee Meeting of November 21, 2016

Motion to approve the minutes of the Audit Committee Meeting of November 21, 2016.

Motion by Laura Gavey, second by Michael Greb.

Final Resolution: Motion Passed

Yes: Brian J Sales, Peter Robinson, Michael Greb, Laura Gavey, Doris Fischer

Action, Minutes: 2.2 Approval of Minutes - Regular Board of Education Meeting of November 21, 2016

Motion to approve the minutes of the Regular Board of Education Meeting of November 21, 2016.

Motion by Laura Gavey, second by Michael Greb.

Final Resolution: Motion Passed

Yes: Brian J Sales, Peter Robinson, Michael Greb, Laura Gavey, Doris Fischer

Action: 2.3 Resignations- Student Worker, Teaching Assistant/Per Diem Substitute

Motion to accept the following resignations.

<u>NAME</u>	<u>ASSIGNMENT/ SCHOOL</u>	<u>SERVICE IN DISTRICT</u>	<u>EFFECTIVE DATE</u>	<u>REASON GIVEN</u>
Danasia Cobb	Student Worker - Library Susan E. Wiley/ High School	11/8/16-Present	11/23/16	Personal
Pamela E. Joyce	Teaching Assistant/ Per Diem Substitute Special Education Middle School	10/06/15-Present	12/2/16	Personal

Motion by Laura Gavey, second by Michael Greb.

Final Resolution: Motion Passed

Yes: Brian J Sales, Peter Robinson, Michael Greb, Laura Gavey, Doris Fischer

Action: 2.4 Requests for Leaves of Absence - School Security Guard, Elementary, Director of Technology

Motion to approve the following requests for leaves of absence.

NAME	ASSIGNMENT/ SCHOOL	SERVICE IN DISTRICT	EFFECTIVE DATE	REASON GIVEN
Carl Ferrigno	School Security Guard High School	2/10/04-Present (Leave of Absence 5/15/16-11/15/16)	11/16/16* terminating 2/24/17	Medical
Pamela Bosch	Elementary Teacher Middle School	11/17/06-Present (Leave of Absence 12/21/15-1/27/17)	1/28/17 terminating 6/30/17	Child Care
Kelly Urraro	Director of Technology	7/1/16 – Present	1/9/17** terminating 2/13/17	Child Care

*These dates will be adjusted if needed.

**January 3, 2017 through February 13, 2017 will be counted toward FMLA entitlement. These dates will be adjusted if needed.

Motion by Laura Gavey, second by Michael Greb.

Final Resolution: Motion Passed

Yes: Brian J Sales, Peter Robinson, Michael Greb, Laura Gavey, Doris Fischer

Motion to approve Action Items 2.5 - 2.13.

Motion by Laura Gavey, second by Michael Greb.

Final Resolution: Motion Passed

Yes: Brian J Sales, Peter Robinson, Michael Greb, Laura Gavey, Doris Fischer

Action (Consent): 2.5 Resolution: Emergency Conditional

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 individual on an emergency conditional basis pursuant to applicable provisions of the New York State Education Law:

NAME	ASSIGNMENT	EFFECTIVE
McCullough, Chardonay	Educational Bus	12/6/16

Action (Consent): 2.6 Appointments: Teaching: Regular Substitutes - School Psychologist, Special Education, Elementary

Candidate: Kailee Hopkins, Regular Substitute Appointment – School Psychologist, Susan E. Wiley School and Deauville Gardens West School

Certification: NYS Provisional Certificate – School Psychologist – effective 11/10/15

Effective on or about January 3, 2017 and terminating on or about April 2, 2017, or upon the return of Dr. Macchio.

Salary: Step 1 Column MA - \$55,924 + \$2,516.58 (prorated) School Psychologist differential of the 2016-17 Teachers' Salary Schedule

Candidate: Alisha Basile, Regular Substitute Appointment – Special Education Teacher, Copiague Middle School

Certification: NYS Initial Certificate – Students with Disabilities (Grades 1-6) – eff. 5/31/14

Effective on or about December 19, 2016 and terminating on or before February 12, 2017 or upon the return of the regular classroom teacher.

Salary: Step 1 Column BA -9 - \$49,616 (prorated) of the 2016-17 Teachers' Salary Schedule.

Candidate: Sarah Mazeika, Regular Substitute Appointment – Elementary Teacher, Copiague Middle School

Certifications: NYS Permanent Certificate – Pre K, K and Grades 1-6 – effective 9/1/05
NYS Professional Certificate – Literacy (Birth – Grade 6) – effective 3/1/06

Effective January 28, 2017 and terminating on or before June 30, 2017 or upon the return of the regular classroom teacher.

Salary: Step 1 Column MA+ 30 - \$58,740 of the 2016-17 Teachers' Salary Schedule.

Action (Consent): 2.7 Appointments - Extended Day Program

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>SALARY/ EFFECTIVE DATE</u>
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The following extended day stipends should be paid out of the A2110.1505-87 code:

Denise Ann Britt	Extended Day Teacher Middle School	\$35 per hour 12/6/16
Allison Holland	Extended Day Teacher Middle School	\$35 per hour 12/6/16
Loren Christie	Extended Day Teaching Assistant Middle School	\$22.67 per hour 12/6/16

The following extended day stipends should be paid out of the F2110.1202.00.9217 code:

Stephanie Frias	Extended Day Tutor, ESL Middle School	\$35 per hour 12/6/16
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The following elementary extended day stipends should be paid out of F2110.1200.00.7017 code:

Cheryl Dobres	Extended Day Teacher Deauville Gardens East	\$35 per hour 12/6/16
Meghan Haughney	Extended Day Teacher Great Neck Road	\$35 per hour 12/6/16

Action (Consent): 2.8 Annual Appointment - Mentor - Teacher

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>SCHOOL</u>
Allison Weller*	Michael Donato	High School

*This mentor was previously appointed for half the year (August 31, 2016 Board of Education Meeting) and is now being appointed to continue to the end of the school year.

Mentors are assigned to new teachers holding New York State Initial Certificates in order to provide a one-year mentoring experience during their first year of employment. Mentors receive a \$2,432 annual stipend in addition to 120 hours of professional development credit.

Action (Consent): 2.9 Annual Appointments - Chaperones - 2016-17 School Year

<u>NAME</u>	<u>POSITION</u>
Deniseann Prezzano Britt	ISS Teacher
William O'Connor	PE Teacher

Action (Consent): 2.10 Appointment: Annual - Teaching Assistant

<u>NAME</u>	<u>SCHOOL/ASSIGNMENT</u>	<u>SALARY/EFFECTIVE DATE</u>
Samantha LaRocca	Deauville Gardens East AIS	Step 1 - \$22.67/hr 3.5 hrs/day 12/6/16 to on or before 6/23/17

Certificates: NYS Initial - Childhood Education B-6, NYS Initial- Students w/dis. B-6 Effective 9/9/16

Action (Consent): 2.11 Appointments: Per Diem Substitute Teachers

<u>NAME</u>	<u>ASSIGNMENT/ CERTIFICATION</u>	<u>SALARY/ EFFECTIVE DATE</u>
Christopher Corrao	Per Diem Substitute High School NYS Initial Certificates: Social Studies Effective 9/29/16	\$125 per day 12/19/16 to on or before 6/30/17
Colleen M. Darge	Per Diem Substitute Deauville Gardens West NYS Provisional Certificate: Effective 11/24/15	\$125 per day 12/6/16 to on or before 6/30/17
Leonida Nuñez-Ynoa	Per Diem Substitute Susan E. Wiley NYS Initial Certificate: Childhood Ed. 1-6 Effective 9/20/16	\$125 per day 2/6/16 to on or before 6/30/17

Action (Consent): 2.12 Continuation of Appointment - Non-Teaching-Part-time Clerk Typist

<u>NAME</u>	<u>ASSIGNMENT/SCHOOL</u>	<u>SALARY/EFFECTIVE DATE</u>
Wendy Muy	Clerk Typist (part time) Great Neck Road	Step 1 - \$18.45/hr 3.5 hrs/day Effective 4/5/16 probationary period to end 12/5/16

Action (Consent): 2.13 Probationary Appointment - Non-Teaching - Clerk Typist

<u>NAME</u>	<u>SCHOOL/ASSIGNMENT</u>	<u>SALARY/EFFECTIVE DATE</u>
Melissa Delatorre	Clerk Typist (10 month) Middle School Guidance	Step 1-\$29,847 Effective 12/6/16 probationary period to end 6/6/17

Action: 2.14 Recommendations of the Committee on Special Education for the identification and placement of secondary students with disabilities

Motion to approve the Recommendations of the Committee on Special Education for the identification and placement of secondary students with disabilities for the following dates: 11/14/16, 11/15/16 and 11/16/16

Motion by Laura Gavey, second by Michael Greb.

Final Resolution: Motion Passed

Yes: Brian J Sales, Peter Robinson, Michael Greb, Laura Gavey, Doris Fischer

Action: 2.15 Recommendations of the Committee on Special Education for the identification and placement of Elementary/ Secondary students with disabilities

Motion to approve the Recommendations of the Committee on Special Education for the identification and placement of Elementary/ Secondary students with disabilities for the following dates: November 10, 2016, November 15, 2016, November 16, 2016, November 17, 2016 and November 23, 2016.

Motion by Laura Gavey, second by Michael Greb.

Final Resolution: Motion Passed

Yes: Brian J Sales, Peter Robinson, Michael Greb, Laura Gavey, Doris Fischer

Action: 2.16 Approval of Board Policies

Motion to approve the following policy changes:

1. 1240 Visitors to the Schools
2. 1240-R Visitors to the Schools Regulation
3. 1290 Senior Citizen Guest Passes
4. 1290-E Senior Citizen Guest Passes Exhibit
5. 1400 Public Complaints
6. 1410 Complaints About Policies
7. 1420 Complaints About Curricula or Instructional Materials
8. 1420-R Complaints About Curricula or Instructional Materials Regulation
9. 1420-E Complaints About Curricula or Instructional Materials Exhibit
10. 1440 Complaints About School Personnel
11. 1510 Fund Drives and/or Sales on School Property for School-Related Organizations
12. 1511 Commercial Use of School Facilities
13. 1520 Public Conduct on School Property
14. 1520-R Public Conduct on School Property Regulation

Motion by Laura Gavey, second by Michael Greb.

Final Resolution: Motion Passed

Yes: Brian J Sales, Peter Robinson, Michael Greb, Laura Gavey, Doris Fischer

Action: 2.17 Acceptance of Donation of Apparel

Motion to accept donation of new lacrosse related apparel from Dynamic Sports Marketing.

Motion by Laura Gavey, second by Michael Greb.

Final Resolution: Motion Passed

Yes: Brian J Sales, Peter Robinson, Michael Greb, Laura Gavey, Doris Fischer

Action: 2.18 Acceptance of Donation of Winter Coats

Motion to accept donation of 18 new black unisex winter coats from Weico Wire and Cable Company.

Motion by Laura Gavey, second by Michael Greb.

Final Resolution: Motion Passed

Yes: Brian J Sales, Peter Robinson, Michael Greb, Laura Gavey, Doris Fischer

Action: 2.19 Budget Transfers over \$10,000

Motion to approve budget transfers that exceed \$10,000.

Motion by Laura Gavey, second by Michael Greb.

Final Resolution: Motion Passed

Yes: Brian J Sales, Peter Robinson, Michael Greb, Laura Gavey, Doris Fischer

Action: 2.20 Approval of request for select students to participate in the NYSSMA All State Winter Conference

Motion to approve the request for select students to participate in the NYSSMA All State Winter Conference from Thursday, December 1 to Sunday, December 4, 2016 in Rochester, NY.

Motion by Laura Gavey, second by Michael Greb.

Final Resolution: Motion Passed

Yes: Brian J Sales, Peter Robinson, Michael Greb, Laura Gavey, Doris Fischer

Action: 2.21 Resolution to Amend the 403(b) Retirement Plan to offer a Roth 403(b) Option to District Staff

Motion to approve the resolution to amend the Copiague Public Schools 403(b) retirement plan to offer a Roth 403(b) option to District staff.

RESOLUTION TO AMEND
THE Copiague Public Schools
403(b) RETIREMENT PLAN

WHEREAS, the Copiague Public Schools (“District”) maintains the Copiague Public Schools 403(b) Retirement Plan (“Plan”); and

WHEREAS, the Plan was duly adopted on the 1st day of January, 2009 by the District’s Board of Education (“Board”); and

WHEREAS, the Board desires to amend the Plan to permit Roth 403(b) Contributions and the in-plan rollover of a Non-Roth Account to a Roth Account;

NOW, THEREFORE, BE IT RESOLVED that section **6.6 Roth 403(b) Contributions** of the Plan is hereby amended to read as follows;

Roth 403(b) Contributions

ROTH contributions shall be allowed under the Plan. The rules of §1.401(k)–1(f)(1) and for designated Roth contributions under a qualified cash or deferred arrangement shall apply to designated Roth contributions under the Plan. Thus, a designated Roth contribution under the Plan is a section 403(b) elective deferral that is designated irrevocably by the Employee at the time of the cash or deferred election as a designated Roth contribution being made in lieu of all or a portion of the section 403(b) elective deferrals the Employee is otherwise eligible to make under the Plan. A designated Roth contribution shall be treated by the Employer as includible in the Employee’s gross income at the time the Employee would have received the amount in cash if the Employee had not made the cash or deferred election (such as by treating the contributions as wages subject to applicable withholding requirements); The Plan will allocate Roth contributions to a separate Account which shall be maintained in accordance with Treasury Regulation §1.401(k)–1(f)(2). Gains, losses, and other credits and charges shall be separately allocated on a reasonable and consistent basis to each Participant’s Roth contribution Account and the Participant’s other Accounts under the Plan.

A designated Roth contribution under the Plan must satisfy the requirements applicable to section 403(b) elective deferrals under the Plan and the requirements of §1.403(b)–6(d). Similarly, a designated Roth account under the Plan is subject to the rules of Code sections 401(a)(9)(A) and (B) and §1.403(b)–6(e). Notwithstanding section 6.1 [the eligible rollover provision], a direct rollover of a distribution from a Roth Account under the Plan will only be made to another qualified Roth contribution program described in Code section 402A or a Roth IRA described in Code section 408A, the Plan will only accept a rollover contribution to a Roth Account if it is a direct rollover from another qualified contribution program described in Code section 402A, and the Plan will only make or accept a rollover if the rollover is permitted under the rules of Code section 402(c).

BE IT FURTHER RESOLVED that the Plan shall include the following new section **6.7 Roth 403(b)**

Contributions ;

6.7 In-plan rollover from a Non-Roth Account to a Roth Account

If the Adoption Agreement so specifies-OR-If the Plan includes a qualified Roth contribution program, a Participant, Beneficiary, or Alternate Payee may, consistent with IRC § 402A(c)(4), direct an in-Plan qualified rollover contribution into a Roth Account of an amount under a Non-Roth Account that, for a transfer before January 1, 2013, the Participant, Beneficiary, or Alternate Payee otherwise was entitled to receive as an Eligible Rollover Distribution, or for a transfer after December 31, 2012 is consistent with IRC § 402A(c)(4)(E).

IN WITNESS WHEREOF, the District has caused this Resolution and Amendment to be adopted this 5 day of December, 2016 and will go in effect as of January 1, 2017.

Motion by Laura Gavey, second by Michael Greb.

Final Resolution: Motion Passed

Yes: Brian J Sales, Peter Robinson, Michael Greb, Laura Gavey, Doris Fischer

3. REPORTS

3.1 Dropout Summary and Enrollment Report for the Period Ending November 18, 2016

3.2 Superintendent's Report

Dr. Bannon reported that five of our sports teams received the Sportsmanship Award.

3.3 Presentation - STEM Program

Ms. Altruda and Ms. Proulx gave a presentation on the STEM Program.

3.4 Second Policy Review

SECOND POLICY REVIEW

1. 1530 Smoking on School Premises
2. 1721 Student Teaching and Internship Programs
3. 1721-R Student Teaching and Internship Regulation
4. 1721-E.1 Professional Field Experience Application
5. 1721-E.2 Administrative Internship Application
6. 1740 Relations with Nonpublic Schools
7. 1741 Relations with "Home Schools"
8. 1741-R Relations with "Home Schools" Regulation
9. 1800 Gifts from the Public
10. 1810 Gifts to School Personnel
11. 1900 Parental Involvement
12. 1920 Relations with Parents with Disabilities
13. 1920-R Relations with Parents with Disabilities Regulation
14. 1920-E.1 Relations with Parents with Disabilities Exhibit
15. 1920-E.2 Relations with Parents with Disabilities Exhibit
16. 1925 Interpreters for Hearing-Impaired Parents
17. 1925-E.1 Interpreters for Hearing-Impaired Parents Accommodation Request
18. 1925-E.2 Interpreters for Hearing-Impaired Parents Response to Request for Accommodation

3.5 First Policy Review

FIRST POLICY REVIEW

1. 2000 Board Operational Goals
2. 2100 School Board Legal Status
3. 2110 School Board Powers and Duties
4. 2110-R School Board Powers and Duties Regulation
5. 2111 Board Member Authority
6. 2120 School Board Elections
7. 2120-R School Board Elections Regulation
8. 2120-R.1 School Board Elections - Poll Watcher Regulations
9. 2120.1 Candidates and Campaigning
10. 2120.2 Voting Procedures
11. 2120.2-R Voting Procedures Regulation
12. 2120.3 Continuous Voter Registration
13. 2121 Board Member Qualifications
14. 2122 Board Member Oath of Office
15. 2130 Board Member Resignation
16. 2140 Board Member Removal From Office

4. **CORRESPONDENCE**

There was no correspondence.

5. **COMMUNICATIONS AND ANNOUNCEMENTS**

The next Regular Meeting of the Board of Education is scheduled for Monday, December 19, 2016, at 7:30 p.m. in the West Cafeteria of the Middle School.

6. **UNFINISHED BUSINESS**

There was no unfinished business.

7. **NEW BUSINESS**

There was no new business.

8. **VOICE OF THE BOARD**

Mr. Sales mentioned that he, Mr. Greb and Ms. Altruda marched in the Knights of Columbus Christmas Parade on Saturday.

Mrs. Fischer mentioned that she, Mrs. Gavey, Mr. Greb and Dr. Bannon attended the Annual BOCES Dinner on Thursday night. It was the largest number of people to attend the dinner.

9. **VOICE OF THE PEOPLE**

There was no voice of the people.

10. **POSSIBLE EXECUTIVE SESSION**

Action: 10.1 Enter into Executive Session (if Needed)

Motion to enter into Executive Session to discuss legal matters, personnel matters and student matters.

The Board entered into Executive Session at 7:53 p.m.

Motion by Laura Gavey, second by Michael Greb.

Final Resolution: Motion Passed

Yes: Brian J Sales, Peter Robinson, Michael Greb, Laura Gavey, Doris Fischer

Action: 10.6 Return to Open Session

Motion to return to Open Session.

The meeting was reconvened at 8:19 p.m.

Motion by Laura Gavey, second by Peter Robinson.

Final Resolution: Motion Passed

Yes: Doris Fischer, Laura Gavey, Michael Greb, Peter Robinson, Brian J Sales

11. **ADJOURNMENT**

Action: 11.1 Adjourn the Meeting

Motion to adjourn the meeting.

The meeting was adjourned at 8:20 p.m.

Motion by Laura Gavey, second by Peter Robinson.

Final Resolution: Motion Passed

Yes: Doris Fischer, Laura Gavey, Michael Greb, Peter Robinson, Brian J Sales

Mary Ellen Ruppert
District Clerk