

APPROVED MINUTES

HARBORFIELDS CENTRAL SCHOOL DISTRICT GREENLAWN, NEW YORK

Kind of Meeting	-	Special Meeting
Date of Meeting	-	August 29, 2007
Place of Meeting	-	OMS Board Room
Board Members Present	-	Mr. Brennan, Mr. Mastroianni, Dr. Chen, Mr. Giuliano, Mr. Schoer, Mr. Toles
Board Members Absent	-	Mrs. Boba
Others Present	-	Dr. Wilson, Ms. Todaro, Mr. Nimmo, Mr. Hartner, Community Member

Mr. Brennan called the meeting to order at 6:04 p.m.

EXECUTIVE SESSION

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Schoer, and carried (5-0), the Board moved to Executive Session at 6:05 p.m. for the purpose of meeting as the audit committee to discuss the terms and conditions of employment and salaries.

Mr. Giuliano entered the meeting at 6:45 p.m.

Upon motion duly made by Mr. Toles, seconded by Mr. Giuliano, and carried (6-0), the Board reconvened the special meeting at 7:50 p.m.

Mr. Brennan led the audience in the Pledge of Allegiance and instructed those where to exit the building in case of an emergency.

PUBLIC PARTICIPATION

There was no public participation at this time.

REPORTS

Superintendent's Report

Dr. Wilson advised the Board that Ms. Todaro, along with the clerical staff, did a great job in putting together the new staff orientation program. Mr. Brennan was present at new staff orientation day to welcome the new staff members. Dr. Wilson continued that today for the first time we started a staff development program for administrators regarding teacher evaluations. This staff development was a seven hour day. Dr. Wilson further stated that we are planning to have three more staff development sessions. Our administrators will have a total of thirty hours of training.

Audit Committee Report to Board of Education

Mr. Brennan advised that the Board met with our internal auditors in executive session to discuss their contract and the scope of the audit. He continued that we will be recommending them tonight during the business portion of our meeting.

FINANCE RESOLUTIONS

Call for removal of resolutions from the FINANCE consent agenda

There were no items removed from the Finance consent agenda.

Consent Agenda - Finance

Upon motion duly made by Mr. Giuliano, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Superintendent of Schools, all resolutions in the area of Finance on the agenda of the August 29, 2007 Board of Education meeting were approved by consent.

4.1 School Service/Specialized Education Agreements

Upon motion duly made by Mr. Giuliano, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the following School Service/Specialized Education Agreements between the Harborfields Central School District and the contractors listed below, in accordance with Part 200 of the regulations of the Commissioner of Education for children with handicapping conditions were approved.

- **EAC Suffolk Learning Center** to provide academic tutoring for the period July 1, 2007 through June 30, 2008 at a rate of \$54.00 per one hour session.
- **Gersh Academy** to provide instructional and related services for the period of September 1, 2007 through June 30, 2008 in accordance with the schedule of fees contained in the contract.
- **Island Therapies of Suffolk LLP** to provide speech and occupational therapy services for the period of July 1, 2007 through June 30, 2008 at a rate of \$60.00 per 30 minute session.
- **Lisa Mitchell** to provide social skill training and behavioral intervention services for the period September 1, 2007 through June 30, 2008 at a rate of \$100.00 per hour.
- **Merrill Zusmer, M.Z. Coach Inc.** to provide behavioral support, inclusion training, life skills programming, classroom design and social skills curriculum

development for the period of September 1, 2007 through June 30, 2008 at a rate of \$1250.00 per hour.

- **Woods Services, Inc.** to provide adequate instruction, related services and/or a facility to students enrolled in service provider's program for the period of July 1, 2007 through June 30, 2008 at a rate of \$9,114.00 from July 1, 2007-August 31, 2007 and \$44,712.00 from September 1, 2007 through June 30, 2008.

4.2 Internal Auditors

Upon motion duly made by Mr. Giuliano, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Superintendent of Schools and the Audit Committee, the Board of Education hereby appointed R.S. Abrams as its Internal Auditor as set forth in its agreement attached to the official minutes of August 29, 2007, and

It was further resolved, that the Board of Education hereby authorized the Board President to execute the written agreement, as attached to the official minutes of August 29, 2007, between the district and R.S. Abrams.

HUMAN RESOURCES RESOLUTIONS

Call for removal of resolutions from the HUMAN RESOURCES consent agenda

Mr. Brennan asked for removal of item 5.8 (Abolishment and Establishment of Position, Resignation, and Civil Service Appointment) from the Human Resources agenda.

Consent Agenda – Human Resources

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Superintendent of Schools, all resolutions in the area of Human Resources with the exception of item 5.8 noted above on the agenda of the August 29, 2007 Board of Education meeting were approved by consent.

5.1 Resignations

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the following resignations were accepted:

- Carroll, Kimberly, Permanent Substitute Special Education Teacher, HHS, effective August 31, 2007
- Kelleher, Kimberly, Teaching Assistant, T.J.L., effective August 31, 2007
- MacEwen, Erik, Social Studies Teacher, HHS/OMS, effective August 16, 2007

- Montgomery, Kristine, Custodial Worker I, WDPS, effective August 16, 2007
- Reitter, Donna-Lee, Part-time Teaching Assistant, OMS, effective August 21, 2007
- Saputo, Cynthia, School Teacher Aide, WDPS, effective August 28, 2007
- Trifaro, Tara, Special Education Teacher, HHS, effective August 1, 2007

5.2 Professional Appointments

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the following professional appointments in accordance with the schedule attached to the official minutes of August 29, 2007 were approved.

Probationary		
Name	School	Assignment
Carroll, Kimberly	HHS	Special Education Teacher
Kankula, Kristin	HHS/OMS	Social Studies Teacher
Part-time Emergency Conditional		
Name	School	Assignment
Haff, Maureen	HHS	Mathematics Teacher
Part-time		
Name	School	Assignment
Audley, Susan	OMS	Teaching Assistant
Cervini, Robert	OMS	Teaching Assistant
DePalo, Ashley	TJL	Teaching Assistant
Iovino, Karen	HHS	English Teacher
Saputo, Cynthia	WDPS	Teaching Assistant
Regular Substitute		
Name	School	Assignment
Carroll, Marisa	WDPS	Elementary Teacher
Stella, Cecilia	WDPS	Elementary Teacher

5.3 Civil Service Appointments

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the following civil service appointments in accordance with the schedule attached to the official minutes of August 29, 2007 were approved.

Part-time		
Name	School	Assignment
Quigg, Barbara	WDPS	School Teacher Aide
Emergency Conditional Probationary		
Romandetti, Linda	District Office	12-month Clerk Typist

5.4 Decrease in Hours

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the following increase in hours was approved.

- Iovino, Karen, Part-time Teaching Assistant, HHS, from 6.5 hours per day to 6.0 hours per day effective September 1, 2007-June 30, 2008.

5.5 Increase in Hours

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the following increase in hours was approved.

- Gibbons, Patricia, Part-time Teaching Assistant, WDPS, from 5.0 hours per day to 6.0 hours per day effective September 1, 2007-June 30, 2008.

5.6 Extracompensation Appointment Schedule

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the appointees specified on the Extracompensation Appointment Schedule attached to the official minutes of August 29, 2007 were approved.

5.7 Change in Status

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the following change in status in accordance with the schedule attached to the official minutes of August 29, 2007 was approved:

- Boshnack, Judy from 1.0 Teaching Assistant, OMS to 0.6 Teaching Assistant, OMS effective September 1, 2007 – June 30, 2008.

5.9 Substitute List Addendum

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the substitute list addendum for the 2007-2008 school year as attached to the official minutes of August 29, 2007 was approved.

5.10 District Board of Education Members to Attend Conference

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the following Board of Education members and Superintendent of Schools were authorized to attend a conference and be reimbursed for expenses in accordance with policy file 2521.

- **James T. Brennan, Donald W. Mastroianni, Maggie Boba, Judith Chen, Nick Giuliano, Gary Schoer, Joseph Toles, and Dr. Janet Ceparano Wilson** to attend the N-SSBA Annual Resolutions Dinner, September 25, 2007 at the Fox Hollow, Woodbury, NY
- **James T. Brennan, Donald W. Mastroianni, Maggie Boba, Judith Chen, Nick Giuliano, Gary Schoer, Joseph Toles, and Dr. Janet Ceparano Wilson** to attend the NSBA Annual Conference in Orlando, Florida, March 29, 2008-April 1, 2008

5.11 Extension of Tenure Date

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the tenure date for the following employee was extended.

Name	Tenure Date Change	Reason
Scharbo-Steinert, Mary	From September 1, 2008 to December 1, 2008	Leave of Absence

5.12 Employment Benefit Agreement for Non-Unit Central Office Administrators

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the Employment Benefit Agreements for the Non-Unit Central Office Administrator listed below was approved, as contained in the attachments to the official minutes of August 29, 2007.

It was further resolved, that the President of the Board of Education was authorized to execute the agreements on behalf of the Harborfields Central School District.

- Diana Todaro, Assistant Superintendent for Curriculum & Instruction

5.13 Review of District Safety Plan and Appointment of District Safety Committee

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the District Safety Plan in effect during the 2006-2007 school year was readopted for the 2007-2008 school year.

It was further resolved, that the members of the District Safety Committee, as listed in the attachments to the official minutes of August 29, 2007 were appointed for the 2007-2008 school year.

5.14 Summer Regents/Regents Competency Testing Proctors at HHS

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the following teaching assistants were approved as Summer Regents/Regents Competency Testing Proctors at Harborfields High School.

Name	Assignment/Date	Hourly Rate
Gunn, Mary Ann	Teaching Assistants August 16-17, 2007	\$39.14
Hoffman, Mary Ann		
McCabe, Jeri		
Short, Karen		

5.8 Abolishment and Establishment of Position, Resignation, and Civil Service Appointment

Upon motion duly made by Mr. Schoer, seconded by Mr. Toles, and carried (6-0), this item was tabled to executive session.

INSTRUCTION RESOLUTIONS

Call for removal of resolutions from the INSTRUCTION consent agenda

There were no items removed from the Instruction consent agenda.

Consent Agenda - Instruction

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Superintendent of Schools, all resolutions in the area of Instruction on the agenda of the August 29, 2007 Board of Education meeting were approved by consent.

**6.1 Review of IEP Recommendations and Authorization
for Placement and Services**

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Superintendent of Schools, review by the Board of Education of the IEP recommendations of the August 13, 2007 and August 16, 2007 meetings of the Committee on Special Education, and the August 16, 2007 meeting of the Committee on Preschool Special Education, authorization was granted to provide for the placement and services contained in the recommendations of the CSE and CPSE.

BOARD OF EDUCATION

NYSSBA Academy for New and Veteran School Board Members, July 20-22, 2007,
Albany, New York

Mr. Brennan, Mrs. Boba, Dr. Chen, Mr. Giuliano, Mr. Schoer, and Dr. Wilson attended the NYSSBA Academy for New and Veteran School Board Members. Mr. Schoer stated that he felt the school law conference on the first day was much more informative than the board member academy held on the second day. Mr. Schoer reported that there was a discussion concerning e-discovery – what we need to keep and what can be eliminated. There was also a discussion concerning effective teachers and what happens to teachers who commit child abuse in education. Another presentation concerned a new issue on Medicaid and how it will impact on special education. The federal government is using New York State as an example and will cut off certain things relating to special education. This could seriously impact the budget. Mr. Giuliano stated that another speaker stated there is a possibility of trying to compel the federal government to make payments. Several states have taken this to court and won. We need to know what the impact is – what the government paid for before and what they pay for now. Mr. Schoer stated that he and Mr. Giuliano were willing to take this on pro-bono.

ITEMS FOR DISCUSSION

Proposed Board of Education Goals for 2007-2008 School Year

The Board of Education developed several goals for the upcoming school year. After a discussion, they asked Dr. Wilson to finalize the ones that they felt were most important. These goals would be brought back to the Board for finalization at the next meeting.

GOAL I: Review and update sections 4000, 5000, and 6000 Board of Education Policies by the Board of Education subcommittees.

GOAL II: Identify a consultant to conduct a comprehensive assessment of the security environment from within and without the school district in addition

to assessing areas in need of improvement and strategies to continue to ensure a safe and healthy learning environment.

GOAL III: Develop a plan to enhance the evaluation procedures for all staff members, including Board of Education, superintendent of schools, administration and teachers.

GOAL IV: Analyze costs and revenues in order to identify potential cost savings or alternative sources of revenue to the district including energy costs, health care costs, bidding procedures and sale of Tilden Lane property.

Listed below are the Board of Education directives for the 2007-08 school year as discussed at the August 29, 2007 Board of Education meeting.

1. Provide an update on progress of the Special Education assessment conducted in the 2005-06 school year.
2. Provide a study of overtime districtwide to be included in the budget process.
3. Conduct an assessment of the success rate of Harborfields High School graduates who attend college.
4. Investigate a process of formulating a districtwide sick bank for all employees.
5. Conduct a space and facilities utilization assessment to ensure for appropriate educational space.
6. Identify courses/Regents preventing students from attaining an advanced Regents diploma, i.e. subgroups, gender, ESL and students with disabilities.
7. Identify a consultant to conduct an assessment of technology utilization and costs.
8. Assess the progress of the Universal Prekindergarten program.

New York State School Boards Association "Proposed Resolutions and Voting Delegate's Guide for the Annual Business Meeting"

Since the meeting ran later than expected and there were candidates waiting to be interviewed by the Board, this item was postponed to the September 5 meeting.

Professional Appointment-Administrative

Upon motion duly made by Mr. Schoer, seconded by Mr. Mastroianni, and carried (6-0), this item was tabled to executive session.

PUBLIC PARTICIPATION

There was no public participation at this time.

EXECUTIVE SESSION

Upon motion duly made by Mr. Giuliano, seconded by Mr. Toles, and carried (6-0), the Board moved to Executive Session at 9:52 p.m. for the purpose of interviewing candidates for the position of Executive Director of Special Education.

Upon motion duly made by Mr. Schoer, seconded by Mr. Giuliano, and carried (6-0), the Board returned to the special meeting of August 29, 2007 at 11:55 p.m.

Upon motion duly made by Mr. Schoer, seconded by Mr. Giuliano, and carried (6-0), the Board moved back to Executive Session at 11:57 p.m. to discuss a personnel recommendation, a legal case, and a salary item.

Upon motion duly made by Mr. Toles, seconded by Mr. Mastroianni, and carried (6-0), the Board returned to the special meeting of August 29, 2007 at 12:55 a.m.

5.8 Abolishment and Establishment of Position, Resignation, and Civil Service Appointment

Upon motion duly made by Mr. Schoer, seconded by Mr. Mastroianni, and carried (6-0), and upon the recommendation of the Superintendent of Schools, effective August 30, 2007, the civil service position in the Harborfields Central School District was abolished in the following area of classification and that the appropriate employee was terminated according to applicable provision of law.

CIVIL SERVICE	NUMBER OF POSITIONS
School Teacher Aide	1.0

It was further resolved, that upon the recommendation of the Superintendent of Schools, effective August 30, 2007, the following civil service position in the Harborfields Central School District was created in the following area of classification.

CIVIL SERVICE	NUMBER OF POSITIONS
Part-time Clerk Typist (17 hours per week)	0.5

It was further resolved, that upon the recommendation of the Superintendent of Schools, the following resignation was accepted:

- Abbondandolo, Deborah, School Teacher Aide, OMS, effective August 31, 2007

It was further resolved, that upon the recommendation of the Superintendent of Schools, the following civil service appointment in accordance with the schedule attached to the official minutes of August 29, 2007 was approved.

Part-time		
Name	School	Assignment
Abbondondalo, Deborah	OMS	Part-time Clerk Typist (10-month)

Professional Appointment-Administrative

Upon motion duly made by Mr. Schoer, seconded by Mr. Mastroianni, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the following professional appointment in accordance with the schedule attached to the official minutes of August 29, 2007 was approved.

Emergency Conditional Probationary		
Name	School	Assignment
Diana DeVivio	District	Executive Director of Pupil Personnel Services

ADJOURNMENT

Upon motion duly made by Mr. Schoer, seconded by Mr. Mastroianni, and carried (6-0), the special meeting of August 29, 2007 was adjourned at 1:00 a.m.

Respectfully submitted,

Barbara Muller
District Clerk