

UNAPPROVED MINUTES

HARBORFIELDS CENTRAL SCHOOL DISTRICT GREENLAWN, NEW YORK

Kind of Meeting	-	Special Meeting
Date of Meeting	-	January 30, 2008
Place of Meeting	-	Auditorium – OMS
Board Members Present	-	Mr. Mastroianni, Mrs. Boba, Dr. Chen, Mr. Giuliano, Mr. Schoer, Mr. Toles
Board Members Absent	-	Mr. Brennan
Others Presents	-	Dr. Wilson, Ms. Todaro, Mr. Nimmo, Mr. Hartner, Neil Block, Esq. Mrs. Giordano, Mr. Cronk, Mr. McNamara, Dr. Bennardo, Mr. Ianni, Mr. Pisano, Mr. Valente Mr. Cacciola, Community Members

Mr. Mastroianni called the meeting to order at 6:55 p.m.

EXECUTIVE SESSION

Upon motion duly made by Mr. Schoer, seconded by Mr. Giuliano, and carried (5-0), the Board moved to Executive Session at 6:57 p.m. for the purpose of negotiations for food service workers and paraprofessionals.

Mrs. Boba arrived at 7:10 p.m.

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

Mr. Mastroianni led the audience in the Pledge of Allegiance and instructed those in attendance where to exit the building in case of an emergency. He also instructed those in attendance to silence all cell phones and beepers.

ANNOUNCEMENTS

Legislator Steven Stern presented special awards to the Harborfields' Long Island Semifinalists in the Intel Science Talent Search

The Board of Education recognized the following students as **Long Island Semifinalists in the Intel Science Talent Search.**

- **Alexandra Hilgeman**, HHS, Grade 12
- **Matthew Reichert**, HHS, Grade 12

- **Michael Khan**, Science Research Teacher

After the awards, each student gave a brief description of their project.

PUBLIC PARTICIPATION

There was no public participation at this time.

SPECIAL BUDGET PRESENTATIONS

Mrs. Giordano, Principal, Oldfield Middle School, Dr. Bennardo, Principal, Harborfields High School, Mr. Pisano, Acting Director of Guidance, and Mr. Valente, Director of Physical Education, Athletics & Health made special budget presentations for their buildings/and or areas. A comprehensive report of their budget is on file in the office of the assistant superintendent for business.

REPORTS

Superintendent=s Report

Dr. Wilson commended the principals and directors for their draft budget presentations to the Board and the community.

Dr. Wilson congratulated Dr. Bennardo and Mr. Ianni on the math and English scores stating that they are the highest scores in the history of the district.

Dr. Wilson advised the Board that we are beginning to plan the Legislative Breakfast which will be held on March 1 in the Elwood School District from 8 a.m. to 11 a.m.

Dr. Wilson also advised the Board that although Harborfields would probably realize an increase in state aid, there will be a significant cut in BOCES aid from 53% to 36%.

Plan for increasing Regents/Advanced Regents diploma percentages including report of post-high school preparation for college

Ms. Todaro and Dr. Bennardo reported on these two directives. Ms. Todaro stated that one of the courses preventing students from attaining an Advanced Regents Diploma has been Math B. As a result, the assistant principal responsible for supervising the math department has carefully monitored the progress of students in this program. In order to better assess students throughout the school year, quarterly assessments and benchmark exams have been developed and administered to students. These exams have provided feedback further enhancing the alignment of the instructional program, in addition to assessing a student's mastery of the content. Based on these results, students have been invited to participate in academic support programs which are offered during or after the school day.

Dr. Bennardo stated that the building administrators in collaboration with the director of guidance have instituted a procedure that requires administrative approval on any student or teacher request to remove a course from a student's schedule. This process has enabled the counselor and administration to carefully review a student's

transcript to further ensure that credits required for an Advanced Regents Diploma are not eliminated. A comprehensive copy of this report is on file in the office of the assistant superintendent for curriculum and instruction.

Dr. Bennardo explored strategies for gathering feedback from recent Harborfields High School graduates regarding their preparation for post high school college level programs. A five-year database of alumni was compiled. A letter was sent to the 1000 students included in the database inviting them to participate in this initiative. At this point only 5% have responded to the letter. As alumni visit the high school they are asked to provide their e-mail address which will increase the database.

A comprehensive copy of this report is on file in the office of the assistant superintendent for curriculum and instruction.

Consultant's Report for Safety Assessment

Mr. Dale Yeager of SERAPH, Inc. audited the district for school safety and security on December 10, 2007. He stated that the overall findings regarding the district are more positive than negative regarding school safety and security. The district and its schools are well managed, clean, relatively secure, and present a pleasant learning climate. There are some areas that need to be improved upon. One of Mr. Yeager's recommendations was that the safety committee should meet on a monthly basis. He continued that they do not meet often enough. He further stated that greeters and security personnel need to be trained and have work directed by a supervisor. All visitors must be required to show photo ID including Board members. A system of routine practice with simulations and implementation of the emergency plans must be conducted on a regular basis in order to have a successful implementation in a real situation. Virtually every building had only one evacuation site identified. Mr. Yeager continued that this was a major weakness in the building level emergency plans. Multiple sites/locations should be identified and the process of evacuations has to be practiced. Directional signage was a problem throughout the district. More and better directional signage needs to be installed identifying approved entrances for visitors. A comprehensive report for safety assessment is on file in the office of the assistant superintendent for business.

Mrs. Boba left the meeting at 10:30 p.m.

Administrative Report for Energy Costs and Administrative Report for Health Care Costs

Mr. Nimmo provided the Board with a comprehensive report on both energy costs and health care costs. With regard to energy costs, Mr. Nimmo provided the Board with an update to the November 9, 2007 memo. Mr. Nimmo stated that regarding health care costs, NYSHIP has rebid the administration of the prescription drug component of their health insurance plan in an effort to contain costs. Based on the results of that process, we were advised that the change in premium rates for 2008 was estimated to be less than 8%. This projection was conservative and Mr. Nimmo reported that the

rate determination actually resulted in an aggregate increase of 5.65% for Harborfields. A comprehensive report on both Energy costs and Health Care costs are on file in the office of the assistant superintendent for business. Mr. Schoer and Mr. Mastroianni commended Mr. Nimmo stating that both reports were well written and well thought out.

Administrative Study of Districtwide Overtime

A memo was given to the Board regarding districtwide overtime. The Board asked for additional information regarding overtime such as the reasons for overtime. Mr. Schoer asked for this report prior to their budget meeting. Dr. Wilson stated that Mr. Nimmo was busy with preparing the budget and that she didn't think it was possible for him to address this issue at this time.

Administrative Technology Action Plan

Ms. Todaro stated that in November 2007, consultant Bob Desiano conducted an assessment of the district's K-12 technology program which included assessing the following areas: district's network infrastructure; districtwide technology equipment needs, professional development, and staffing; and technology integration and utilization.

Although the assessment indicated that technology is an integral component of the K-12 instructional program, additional equipment and staff development is needed to support staff with the integration of technology in the classroom. Listed below are some of the recommendations presented in the technology report:

- Increase funding to purchase technology equipment
- Enhance professional development to support staff with the integration of technology
- Change student management system to accommodate increased NCLB requirements
- Address technology support staff to enhance supervision and districtwide coordination

A comprehensive report on the Administrative Technology Action Plan is on file in the office of the assistant superintendent for curriculum and instruction.

Dr. Chen stepped out of the meeting at 11:02 p.m.

FINANCE CONSENT AGENDA

Call for removal of resolutions from the FINANCE consent agenda

No items were removed from the finance consent agenda.

Consent Agenda - Finance

Upon motion duly made by Mr. Schoer, seconded by Mr. Toles, and carried (4-0), and upon the recommendation of the Superintendent of Schools, the resolution in the area of finance on the agenda of the January 30, 2008 Board of Education meeting was approved by consent.

4.1 Transportation Bid

Upon motion duly made by Mr. Schoer, seconded by Mr. Toles, and carried (4-0), and upon the recommendation of the Superintendent of Schools, the following bid as specified in the official minutes of January 30, 2008 was approved.

- Bid 2007-8: Transportation to Bethesda Elementary School

HUMAN RESOURCES RESOLUTIONS

Call for removal of resolutions from the HUMAN RESOURCES consent agenda

No items were removed from the human resources consent agenda.

Consent Agenda – Human Resources

Upon motion duly made by Mr. Giuliano, seconded by Mr. Schoer, and carried (4-0), and upon the recommendation of the Superintendent of Schools, all resolutions in the area of Human Resources on the agenda of the January 30, 2008 Board of Education meeting were approved by consent.

5.1 Resignations

Upon motion duly made by Mr. Giuliano, seconded by Mr. Schoer, and carried (4-0), and upon the recommendation of the Superintendent of Schools, the following resignations were accepted:

- Baer, Roger, Custodial Worker I, HHS, for the purpose of retirement effective close of business on July 29, 2008
- Franzino, Marianne, Part-time Teaching Assistant, WDPS, effective close of business on December 5, 2007
- Hudson, Katherine, Part-time Special Education Teacher, OMS effective close of business on February 6, 2008
- Izzo, Rose, Special Education Teacher, OMS, effective close of business on February 6, 2008
- Junas, Keith, Part-time Teaching Assistant, WDPS, effective close of business on January 10, 2008

5.2 Professional Appointments

Upon motion duly made by Mr. Giuliano, seconded by Mr. Schoer, and carried (4-0), and upon the recommendation of the Superintendent of Schools, the following professional appointments in accordance with the schedule attached to the official minutes of January 30, 2008 were approved.

Probationary		
Name	School	Assignment
Hudson, Katherine	OMS	Special Education Teacher
Knice, Kristen	WDPS	Special Education Teacher

5.3 Civil Service Appointments

Upon motion duly made by Mr. Giuliano, seconded by Mr. Schoer, and carried (4-0), 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 January 30, 2008 were approved.

Emergency Conditional Probationary		
Name	School	Assignment
Dwyer, Jacqueline	OMS	School Teacher Aide
McKinley, James	HHS	Guard (10 months)
Randall, Jerome	HHS	Guard (10 months)

5.4 Substitute List Addendum 2007-2008

Upon motion duly made by Mr. Giuliano, seconded by Mr. Schoer, and carried (4-0), and upon the recommendation of the Superintendent of Schools, the substitute list addendum as attached to the official minutes of January 30, 2008 was approved.

5.5 Increase in Hours

Upon motion duly made by Mr. Giuliano, seconded by Mr. Schoer, and carried (4-0), and upon the recommendation of the Superintendent of Schools, the following person was granted an increase in hours:

- **Lyons, Howard**, Guard, TJJL, from 5.0 hours per day to 8.0 hours per day effective September 5, 2007

5.6 Extracompensation Appointment Schedule 2007-2008

Upon motion duly made by Mr. Giuliano, seconded by Mr. Schoer, and carried (4-0), and upon the recommendation of the Superintendent of Schools, the appointees specified on the Extracompensation Appointment Schedule attached to the official minutes of January 30, 2008 were approved.

INSTRUCTION CONSENT AGENDA

Call for removal of resolutions from the INSTRUCTION consent agenda

Mr. Mastroianni asked for removal of item 6.2 on the instruction consent agenda.

Consent Agenda – Instruction

Upon motion duly made by Mr. Toles, seconded by Mr. Schoer, and carried (4-0), and upon the recommendation of the Superintendent of Schools, all resolutions in the area of Instruction, with the exception of 6.2 on the agenda of the January 30, 2008 Board of Education meeting were approved by consent.

6.1 Agreement and Release Resolving and Impartial Hearing

Upon motion duly made by Mr. Toles, seconded by Mr. Schoer, and carried (4-0) and upon the recommendation of the Superintendent of Schools, the Board of Education hereby authorized the Vice President of the Board to execute an Agreement and Release dated December 14, 2007 resolving an impartial hearing filed on behalf of student #15316.

Dr. Chen returned to the meeting at 11:08 p.m.

ITEMS FOR DISCUSSION

School Calendar 2008-2009

Dr. Wilson advised the Board that draft #1 of the proposed calendar was the BOCES calendar. She continued that most districts follow this calendar. Draft #2 showed a later spring recess but took into account both the Passover and Easter holy days.

After brief discussion regarding the calendar for the 2008-09 year Dr. Chen proposed that the Board accept Draft #1 of the calendar.

6.2 Adoption of 2008-2009 Harborfields Central School District Calendar

Upon motion duly made by Mr. Schoer, seconded by Mr. Giuliano, and carried (5-0), and upon the recommendation of the Superintendent of Schools, the 2008-2009

Harborfields CSD calendar (Draft #1) as attached to the official minutes of January 30, 2008 was adopted.

PUBLIC PARTICIPATION

There was no public participation at this time.

EXECUTIVE SESSION

Upon motion duly made by Dr. Chen, seconded by Mr. Toles and carried (5-0), the Board moved to Executive Session at 11:20 p.m. for the purpose of Superintendent's Evaluation, Superintendent's Search, and a personnel disciplinary matter.

Ms. Todaro, Mr. Nimmo, and Mr. Hartner were excused from Executive Session.

Dr. Wilson was excused from Executive Session at 11:30 p.m. Mr. Toles left the meeting at 12:15 a.m.

Upon motion duly made by Mr. Schoer, seconded by Mr. Giuliano, and carried (4-0), the Board returned to the Special Meeting at 12:40 a.m.

ADJOURNMENT

Upon motion duly made by Mr. Schoer, seconded by Mr. Giuliano, and carried (4-0), the Board adjourned the special meeting of January 30, 2008 at 12:41 a.m.

Respectfully submitted,

Barbara Muller,
District Clerk