

## APPROVED MINUTES

### HARBORFIELDS CENTRAL SCHOOL DISTRICT GREENLAWN, NEW YORK 11740

Kind of Meeting	-	Regular Meeting/Budget Hearing
Date of Meeting	-	May 12, 2009
Place of Meeting	-	OMS Auditorium
Board Members Present	-	Mr. Mastroianni, Mr. Banks, Mrs. Boba, Mr. Giuliano, Mr. Schoer, Mr. Toles
Board Members Absent	-	None
Others Present	-	Mr. Carasiti, Ms. Todaro, Mr. Nimmo, Mr. Hartner, Community Members

Mr. Mastroianni called the meeting to order at 7:52 p.m. He 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 asked that all cell phones and beepers be silenced during the meeting.

#### **PUBLIC PARTICIPATION**

There was no public participation at this time.

Mr. Toles entered the meeting at 8 p.m.

#### **2009-2010 BUDGET HEARING**

Mr. Carasiti stated that he would like to preserve education as we know it in Harborfields. A power point presentation of the proposed budget, in the amount of \$69,781,514, was shown to the residents of the district. Mr. Carasiti advised those in attendance of proposition #2 regarding TJL Roof Reconstruction which is at no additional cost to the taxpayer.

#### **PUBLIC PARTICIPATION**

A resident stated that for the second year he requested that the percentage of tax rate increase, the percentage of expenditures, the tax revenue and the tax levy for the last four years be published in the *Highlights* each year. Mr. Carasiti stated that it will be considered for next year's *Highlights*.

A resident asked how the MTA bailout will impact the budget. Mr. Carasiti responded that this amounted to \$107,000 which we will have to take from somewhere in the budget as it was not included in our budget.

A resident asked about the reduction of staff and how the district arrived at 29.5 people. Mr. Carasiti responded that there are 19 teachers, 2 administrators, 6 teaching assistants, 2 custodial, and 0.5 clerical staff.

A resident questioned the BOCES program and why so much money is spent in that area. Mr. Carasiti responded that there are students that we cannot educate here in the

district and we must pay to have them educated through BOCES. Also, there are occupational education students that receive an education through BOCES. Ms. Todaro responded that we purchase computers through BOCES and that BOCES provides on-line professional development for our teachers. Mr. Carasiti went on to say that we spend \$15,000 per student for the cultural arts program which we are cutting out next year.

A resident asked if there was a policy on electing new Board members. Mr. Carasiti stated that there is not a policy, but if the Board decides to change the way they hold their election from specific seats to at-large it would require voter approval and then could not be done until the following year.

### Student Representative Report

The student representative did not attend this meeting

## **BOARD OF EDUCATION MINUTES**

The following minutes were accepted by the Board of Education:

- Regular meeting, April 28, 2009

## **FINANCE**

### **4.1 Treasurer's Report**

Upon motion duly made by Mr. Giuliano, seconded by Mrs. Boba, and carried unanimously (6-0), and upon the recommendation of the Superintendent of Schools, the Treasurer's Report for April 2009 was approved.

### **4.2 Schedules of Bills**

Upon motion duly made by Mr. Banks, seconded by Mr. Schoer, and carried unanimously (6-0), and upon the recommendation of the Superintendent of Schools, the schedules of bills attached to the agenda of May 12, 2009 were accepted.

### **4.3 Financial Status Report**

Upon motion duly made by Mrs. Boba, seconded by Mr. Toles, and carried unanimously (6-0), and upon the recommendation of the Superintendent of Schools, the Financial Status Report for March 2009 was accepted.

### **4.4 Health Service Contracts**

Upon motion duly made by Mrs. Boba, seconded by Mr. Schoer, and carried unanimously (6-0), and upon the recommendation of the Superintendent of Schools, the following health service contracts between the Harborfields Central School District and

the school districts listed below, for the purpose of providing health services for children residing in the Harborfields Central School District and attending nonpublic schools in said school district for the 2008-2009 school year were approved.

- **Three Village CSD**, 2 students attending Laurel Hill School at a cost of \$730.70 each totaling \$1,461.40
- **Smithtown CSD**, 2 students attending Smithtown Christian School at a cost of \$707.44 each totaling \$1,414.88

#### **4.5 School Service/Specialized Education Agreement**

Upon motion duly made by Mrs. Boba, seconded by Mr. Giuliano, and carried unanimously (6-0), and upon the recommendation of the Superintendent of Schools, the following School Service/Specialized Education Agreement for the 2008-2009 school year between the Harborfields Central School District and the contractor listed below, in accordance with Part 200 of the regulations of the Commissioner of Education for children with handicapping conditions was approved.

- **Metro Therapy, Inc.** to provide therapy services in accordance with the Individualized Education Program (IEP) of disabled students in accordance with the rate schedule in the said agreement for the period of July 1, 2009 through June 30, 2010.

#### **4.6 Cooperative Bidding Through the Long Island School Nutrition Directors Association for Various Food and Cafeteria Items for the 2009-2010 School Year**

Upon motion duly made by Mr. Schoer, seconded by Mr. Toles, and carried unanimously (6-0) the following resolution was approved.

**Whereas**, it is the plan of a number of public school districts in Nassau/Suffolk Counties, New York, to bid jointly for bread, ice cream, frozen food products, paper products, canned foods, canned drinks/soda, snacks, coffee, milk, small wares/equipment, meat, dairy, cafeteria cleaning supplies, direct diversion government processed foods, and

**Whereas**, the Harborfields Central School district is desirous of participating with other school districts in Nassau/Suffolk Counties in the joint bidding of the commodities mentioned above as authorized by General Municipal Law, Section 119-0, and

**Whereas**, the Harborfields Central School District wishes to appoint a committee to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, and reporting the results to the Board of Education and making recommendations thereon, now therefore,

**Be it resolved**, that the Board of Education of the Harborfields Central School District, hereby appoints the following Long Island School Nutrition Directors Association Cooperative Bid Committee to represent it in all matters related above – Amityville

UFSD, Babylon UFSD, Bay Shore UFSD, Bayport-Blue Point UFSD, Carle Place UFSD, Cold Spring Harbor CSD, Comsewogue UFSD, Copiague UFSD, Elwood UFSD, Farmingdale UFSD, Freeport UFSD, Great Neck UFSD, Half Hollow Hills CSD, Harborfields CSD, Islip UFSD, Island Trees UFSD, N. Bellmore UFSD, Massapequa UFSD, Miller Place CSD, North Babylon UFSD, Northport/East Northport UFSD, North Shore CSD, Patchogue-Medford UFSD, Plainedge UFSD, Rocky Point UFSD, Roslyn UFSD, Sachem CSD, Sayville UFSD, Smithtown CSD, South Huntington UFSD, Southampton UFSD, Three Village CSD, West Babylon UFSD, West Islip UFSD, Wyandanch Public Schools, Western Suffolk BOCES, and

**Be it further resolved,** that the Harborfields Central School District Board of Education authorizes the above mentioned committee to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned commodities, and

**Be it further resolved,** that the Harborfields Board of Education agrees to assume its equitable share of the costs of the cooperative bidding, and

**Be it further resolved,** that the Harborfields Central School District Board of Education agrees (1) to abide by majority decisions of the participating districts on quality standards; (2) that unless all bids are rejected, it will award contracts according to the recommendations of the above committee, and upon approval of the Board of Education of each participating school district; (3) that after award of contract(s) it will conduct all negotiations directly with the successful bidder(s).

Mr. Schoer stated that this was another way the district is saving money and congratulated administration.

#### **4.7 National School Lunch and Breakfast Programs**

Upon motion duly made by Mr. Giuliano, seconded by Mr. Toles, and carried unanimously (6-0), and upon the recommendation of the Superintendent of Schools, the Harborfields Central School District will continue in the National School Lunch and Breakfast Programs for the 2009-2010 school year. All state and federal regulations pertaining to the school meal program will be adhered to by the Harborfields Central School District.

#### **4.8 Establishment of School Lunch, Breakfast, and Milk Prices**

Upon motion duly made by Mr. Toles, seconded by Mr. Giuliano, and carried unanimously (6-0), and upon the recommendation of the Superintendent of Schools, the Board of Education adopted the following prices for school breakfast, lunch, and milk for the 2009-2010 school year pursuant to the district's participation in the National School Lunch/Breakfast Program.

<b>Program</b>	<b>Elementary</b>	<b>Secondary</b>	<b>Kindergarten</b>
Breakfast	\$1.50	\$1.50	\$1.25 (Sp. Ed. Full Day)

Reduced Price Breakfast	\$0.25	\$0.25	\$0.25 (Sp. Ed. Full Day)
Lunch	\$2.00	\$2.25	\$1.75 (Sp. Ed. Full Day)
Reduced Price Lunch	\$0.25	\$0.25	\$0.25 (Sp. Ed. Full Day)
Milk	\$0.50	\$0.50	\$0.50 (Kindergarten Snack)

#### **4.9 Tax Anticipation Notes**

Mr. Giuliano offered the following resolution for approval and moved its adoption:

**Tax Anticipation Note Resolution of Harborfields Central School District of Greenlawn, New York, Adopted May 12, 2009 Authorizing the Issuance of Not to Exceed \$18,000,000 Tax Anticipation Notes in Anticipation of the Receipt of Taxes to Be Levied for the Fiscal Year Ending June 30, 2010**

**Resolved** by the Board of Education of Harborfields Central School District of Greenlawn, in the County of Suffolk, New York, as follows:

Section 1. Tax anticipation notes (herein called "notes") of Harborfields Central School District of Greenlawn, in the County of Suffolk, New York (herein called "district"), in the principal amount of not to exceed \$18,000,000, and any notes in renewal thereof, are hereby authorized to be issued pursuant to the provisions of sections 24.00 and 39.00 of the local finance law, constituting chapter 33-a of the consolidated laws of the State of New York (herein called "law").

Section 2. The following additional matters are hereby determined and declared:

(A) The notes shall be issued in anticipation of the collection of real estate taxes to be levied for school purposes for the fiscal year commencing July 1, 2009 and ending June 30, 2010, and the proceeds of the notes shall be used only for the purposes for which said taxes are levied.

(B) The notes shall mature within the period of one year from the date of their issuance.

(C) The notes are not issued in renewal of other notes.

(D) The total amount of such taxes remains uncollected at the date of adoption of this resolution.

Section 3. The notes hereby authorized shall contain the recital of validity prescribed by section 52.00 of the law and shall be general obligations of the district, and the faith and credit of the district are hereby pledged to the punctual payment of the principal of and interest on the notes and unless the notes are otherwise paid or payment provided for, an amount sufficient for such payment shall be inserted in the budget of the district and a tax sufficient to provide for the payment thereof shall be levied and collected.

Section 4. Subject to the provisions of this resolution and the law, and pursuant to Section 50.00, 56.00, 60.00 and 61.00 of the law, the power to sell and issue the notes authorized pursuant hereto, or any renewals thereof, and to determine the terms, form and contents, including the manner of execution, of such notes, and to execute arbitrage certifications relative thereto, is hereby delegated to the President of the Board of Education, the chief fiscal officer of the district.

Section 5. The notes shall be executed in the name of the district by the manual signature of the President of the Board of Education, the Vice President of the Board of Education, the District Treasurer, the District Clerk, or such other officer of the district as shall be designated by the chief fiscal officer of the district, and shall have the corporate seal of the district impressed or imprinted thereon which corporate seal may be attested by the manual signature of the District Clerk.

Section 6. This resolution shall take effect immediately.

The adoption of the foregoing resolution was seconded by Mrs. Boba. The vote was as follows:

Ayes: Mr. Mastroianni, Mr. Banks, Mrs. Boba, Mr. Giuliano, Mr. Schoer, Mr. Toles

Nays: None

#### **4.10 Retainment of New York Municipal Advisors Corporation**

Upon motion duly made by Mr. Banks, seconded by Mr. Toles, and carried unanimously (6-0), and upon the recommendation of the Superintendent of Schools, the Harborfields Central School District will retain the services of New York Municipal Advisors Corporation for a fee of \$5,200 to act as financial consultants for the borrowing of Tax Anticipation Notes not to exceed \$18,000,000 for the 2009-2010 school year.

#### **4.11 Gifts and Increase in Appropriations**

Upon motion duly made by Mr. Giuliano, seconded by Mr. Toles, and carried unanimously (6-0), and upon the recommendation of the Superintendent of Schools, the following gifts were accepted:

1. \$1,960.00 from parents for enrollment of two students in the 2009 Summer Arts Academy, Nassau BOCES Cultural Arts Summer Program
2. \$4,000 from the O'Lear family to be applied to the Timothy O'Lear Memorial Scholarship Fund

**Be it further resolved**, upon the recommendation of the Superintendent of Schools pursuant to the anticipated receipt of the gift to reimburse our expenses, appropriations for 2008-2009 be increased as follows:

1. A2280.4900.42.1681 ..... \$1,960.00

with the understanding that this increase in appropriations is matched by unanticipated revenue and will therefore result in no impact on the tax levy.

**4.12 Establishment of “Washington Drive Children’s Outreach Fund” through Trust and Agency**

Upon motion duly made by Mrs. Boba, seconded by Mr. Schoer, and carried unanimously (6-0), and upon the recommendation of the Superintendent of Schools, the “Washington Drive Children’s Outreach Fund” is hereby established, thereby authorizing the school district to accept donations and make disbursements from an Expendable Trust and Agency Account which will be established for that particular purpose in accordance with established guidelines.

**HUMAN RESOURCES**

**5.1 Leaves of Absence**

Upon motion duly made by Mr. Schoer, seconded by Mr. Toles, and carried unanimously (6-0), and upon the recommendation of the Superintendent of Schools, the following leaves of absence were approved.

<b>Name</b>	<b>Assignment</b>	<b>School</b>	<b>Dates Paid</b>	<b>Dates Unpaid</b>
Gomez, Dolores	Elementary Teacher	TJL	9/8/09-11/30/09	12/1/09-1/31/10
O’Toole, Kimberly	Elementary Teacher	TJL	9/8/09-11/4/09	11/5/09-11/30/09

**5.2 Resignations**

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

- Kohos, Andrea, Part-time Clerk Typist (10 months), OMS, effective close of business April 30, 2009
- Shatz, Patricia, School Social Worker, Districtwide, effective close of business June 30, 2009 for the purpose of retirement

Mr. Schoer stated that the district will be recognizing Mrs. Shatz for her many years of dedicated service to the district at a retiree reception in June.

**5.3 Civil Service Appointment**

Upon motion duly made by Mrs. Boba, seconded by Mr. Giuliano, and carried unanimously (6-0), and upon the recommendation of the Superintendent of Schools, the following civil service appointment in accordance with the schedule attached to the official minutes of May 12, 2009 was approved.

<b>PROBATIONARY</b>		
Walsh, Susanne	HHS	Part-time Clerk Typist (10 months)

**5.4 Professional Appointments**

Upon motion duly made by Mr. Giuliano, seconded by Mrs. Boba, and carried unanimously (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 May 12, 2009 were approved.

<b>PROBATIONARY</b>		
Dolce, Jennifer	HHS	Mathematics Teacher
Raynor Maureen	HHS	Mathematics Teacher
<b>REGULAR SUBSTITUTE</b>		
For the maximum period through June 30, 2010 to serve at the pleasure of the Board of Education		
Thompson, Caitlin	OMS	Science Teacher
Wuttke, Jonelle	OMS	Mathematics Teacher
<b>PART-TIME</b>		
For the maximum period through June 30, 2009 to serve at the pleasure of the Board of Education		
Crompton, Kara	OMS	Teaching Assistant

**5.5 Substitute List Addendum**

Upon motion duly made by Mrs. Boba, seconded by Mr. Toles, and carried unanimously (6-0), and upon the recommendation of the Superintendent of Schools, the substitute list addendum for the 2008-2009 school year as attached to the official minutes of May 12, 2009 was approved.

**5.6 Change in Status**

Upon motion duly made by Mr. Banks, seconded by Mr. Schoer, and carried unanimously (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 May 12, 2009 was approved:

- Tully, Pauline from Clerk (10 months), WDPS, to Contingent Permanent Clerk Typist (12 months), WDPS, effective May 13, 2009



**5.7 Extracompensation Appointment Schedule**

Upon motion duly made by Mr. Giuliano, seconded by Mrs. Boba, and carried unanimously (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 May 12, 2009 were approved.

**5.8 Increase in Hours for the Summer Special Education**

Upon motion duly made by Mrs. Boba, seconded by Mr. Giuliano, and carried unanimously (6-0), and upon the recommendation of the Superintendent of Schools, the following personnel were granted an increase in hours for the Summer Special Education Program:

<b>SPECIAL EDUCATION SUMMER PROGRAMS (PALS/DLC CLASS) 30 THREE- HOUR SESSIONS FROM JULY 6, 2009-AUGUST 14, 2009</b>			
Jennifer Connolly	Teacher	WDPS	\$42.33 per hour
Mary Cabot	Teaching Assistant	TJL	\$15.62 per hour
Michelle Consorte	Teaching Assistant	TJL	\$11.06 per hour
Anthony DeSantis	Teaching Assistant	WDPS	\$10.06 per hour
Therese DiOrio	Teaching Assistant	WDPS	\$15.62 per hour
Ann Heverin	Teaching Assistant	WDPS	\$17.18 per hour
Robert Laria	Teaching Assistant	WDPS	\$14.30 per hour
Ann Norton	Teaching Assistant	TJL	\$15.19 per hour
Carolyn Roca	Teaching Assistant	WDPS	\$17.69 per hour
Noelle Sledz	Teaching Assistant	TJL	\$11.07 per hour

**INSTRUCTION**

**6.1 Overnight Field Trips**

Upon motion duly made by Mr. Banks, seconded by Mr. Schoer, and carried unanimously (6-0), and upon the recommendation of the Superintendent of Schools, the following overnight field trips were approved:

- Approximately 12-15 high school students from the Girls' Varsity Volleyball Team participate in a volleyball tournament in Burnt Hills, New York from September 11-12, 2009

- Approximately 12-15 high school students from the Girls' Varsity Volleyball Team participate in a volleyball tournament in Horseheads, New York from October 16-17, 2009

## **6.2 Textbook Adoption**

Upon motion duly made by Mr. Giuliano, seconded by Mr. Schoer, and carried unanimously (6-0), and upon the recommendation of the Superintendent of Schools, the following textbook was approved for adoption.

- Algebra2/Trigonometry, copyright 2009 published by Amsco for the Algebra2/Trigonometry course at Harborfields High School

## **6.3 Review of IEP Recommendations and Authorization for Placement and Services**

Upon motion duly made by Mr. Schoer, seconded by Mr. Giuliano, and carried unanimously (6-0), and upon the recommendation of the Superintendent of Schools, after review by the Board of Education of the IEP recommendations that authorization was granted to provide for the placement and services contained in the following recommendations of the CSE, CPSE, and SCSE.

- **Committee on Special Education** meetings dated April 1, 2009, April 2, 2009, April 14, 2009 and April 15, 2009
- **Committee on Preschool Special Education** meeting dated April 2, 2009
- **Subcommittee on Special Education** meetings dated February 4, 2009, February 5, 2009, February 10, 2009, February 12, 2009, February 24, 2009, February 26, 2009 March 17, 2009, March 24, 2009, April 1, 2009 and April 23, 2009

## **BOARD OF EDUCATION ACTIVITIES**

There were no Board of Education activities at this time.

## **SUPERINTENDENT'S REPORT**

At this time Mr. Carasiti gave a summary of the 2008-09 goals. Mr. Schoer stated that we need to get together with the Town of Huntington and need to start being more creative and share services. We also need to analyze the cost of health services.

Mr. Carasiti advised the Board that there is a Suffolk County School Employees Health Plan which includes Smithtown, Three Village, Sayville, East Hampton School Districts, and he stated that he would look into it on behalf of the Board.

Mr. Schoer stated that the Board passed a resolution on Records Retention and asked when Orange-Ulster BOCES would come in and start work on this project. Mr. Giuliano asked if the storage of records would be off-site or web-based. Mr. Carasiti responded that it would be web-based.

### **PUBLIC PARTICIPATION**

There was no public participation at this time.

### **EXECUTIVE SESSION**

Upon motion duly made by Mr. Giuliano, seconded by Mrs. Boba, and carried unanimously (6-0), the Board moved to Executive Session at 9:25 p.m. for legal matters.

Upon motion duly made by Mr. Schoer, seconded by Mr. Toles, and carried unanimously (6-0), the Board returned to the Regular meeting at 10:15 p.m.

### **ADJOURNMENT**

Upon motion duly made by Mr. Banks, seconded by Mr. Giuliano, and carried unanimously (6-0), the Board adjourned the Regular meeting of May 12, 2009 at 10:16 p.m.

Respectfully submitted,

Barbara Muller  
District Clerk