

APPROVED MINUTES

HARBORFIELDS CENTRAL SCHOOL DISTRICT GREENLAWN, NEW YORK 11740

Kind of Meeting	-	Regular Meeting
Place of Meeting	-	OMS Board Room
Date of Meeting	-	October 13, 2010
Board Members Present	-	Mr. Giuliano, Mrs. Boba, Mr. Banks, Mr. Mastroianni, Dr. McDonagh, Mr. Schoer, Mr. Toles
Board Members Absent	-	None
Others Present	-	Mr. Carasiti, Ms. Todaro, Mr. Nimmo, Dr. Koenig

Mr. Giuliano called the meeting to order at 6:12 p.m.

EXECUTIVE SESSION

Upon motion duly made by Mr. Banks, seconded by Mr. Mastroianni, and carried (6-0), the Board moved into Executive Session at 6:13 p.m. for the purpose of legal matters and contract discussion.

The Board reconvened the regular meeting at 6:48 p.m.

AUDIT REPORT

Jill Sanders of Cullen & Danowski, external auditors for the school district, discussed the district's external audit report for the 2009-10 school year. Ms. Sanders spoke about retiree health benefits.

At 7:22 p.m. the Board recessed for the purpose of School Board Recognition Week. Board members moved to the auditorium where the student government honored them and three students sang the National Anthem. The OMS PTA presented the Board with a silver pitcher thanking the Board for their service to the district. A parent and student also presented a beautiful cake that was designed in the shape of the Oldfield Middle School. The Board thanked the students and parents for this wonderful recognition.

The Board reconvened the meeting at 8 p.m. and continued with the Audit Report. Ms. Sanders reported that the district has no control over the extra classroom activity funds but these funds must be audited. A comprehensive copy of the audit report can be found in the office of the Assistant Superintendent for Business.

PUBLIC PARTICIPATION

There was no public participation at this time.

REPORTS

Student Representative's Report

Pamela Wax, student representative from Harborfields High School reported on the following:

- Meet the teacher night was held September 28, 2010
- Tri-M Music Honor Society Induction was held September 27, 2010
- HHS Bonfire/Pep Rally will be held October 22, 2010
- HHS Homecoming Parade will be held at noon, the game at 2 p.m. and the dance at 7 p.m. on October 23, 2010
- Ten students were named as National Merit Scholars

Superintendent's Report

The marching band drum majors made a presentation to the Board thanking the Board for allowing them to attend the three day band summer camp at SUNY Farmingdale.

Announcements

Mr. Carasiti informed the Board that with regard to the Records Retention project, the district received the \$51,000 grant to start this project and stated that we are very happy to accept that grant.

Mr. Carasiti advised the Board that he received word from Mr. Valente that at the Suffolk County Athletic Directors' meeting he was presented the New York State Public High School "Good Sports" Sportsmanship Award Winner for 2010 issued to Harborfields High School for demonstrating outstanding sportsmanship throughout the year and in recognition of our athletic program instilling character education, pride, class and integrity in all that we do. Only three other school districts in Suffolk County were recognized with this award. The plaque will be presented at a future Board of Education meeting by the New York State Public High School Athletic Association Section XI representative.

Claims Auditor's Report

Mrs. Viglucci, Claims Auditor, advised the Board that there were 323 claims approved for the period September 1-30, 2010. She continued that procedures for posting the special education budget to cover summer handicapped services have been discussed and will be implemented in order to avoid the recurrence of confirming purchase orders in this area.

Safety/Emergency Preparedness

Ms. Todaro and Mr. Nimmo reported on the District-Wide Safety Procedures. These procedures included: school-level safety plans, district safety maintenance procedures,

and safety and security assessment. A comprehensive report is on file in the office of the Assistant Superintendent for Business.

Mr. Toles entered the meeting at 8:47 p.m.

BOARD OF EDUCATION MINUTES

The Board of Education accepted the following minutes:

- Regular Meeting, September 22, 2010
- Special Meeting, September 28, 2010

FINANCE

4.1 Treasurer's Report

Upon motion duly made by Dr. McDonagh, seconded by Mr. Mastroianni, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the Treasurer's Report for September 2010 was approved.

4.2 Schedules of Bills

Upon motion duly made by Mr. Schoer, seconded by Mr. Toles, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the schedules of bills attached to the agenda of October 13, 2010 were accepted.

4.3 Financial Status Report

Upon motion duly made by Mr. Banks, carried by Dr. McDonagh, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the Financial Status Report for August 2010 was accepted.

4.4 Budgetary Transfer of Funds

Upon motion duly made by Mr. Schoer, seconded by Mr. Banks, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the budgetary transfer of funds as listed in the attachments to the official minutes of October 13, 2010 were approved.

4.5 School Service/Specialized Education Agreement

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Toles, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the following School Service/Specialized Education Agreement 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.

- **UCP of Greater Suffolk, Inc.** to provide educational services for children with disabilities in accordance with the Individualized Education Plan (IEP) for the period of July 1, 2010 through June 30, 2011 at a tuition rate established by the Commissioner of Education.

4.6 Gift and Increase in Appropriations

Upon motion duly made by Mrs. Boba, seconded by Dr. McDonagh, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the following gift was accepted:

- \$4,074.26 from the Title III grant consortium between HCSD and Commack UFSD to be administered under the guidance and direction of Diana Todaro, Deputy Superintendent

Be it further resolved, that upon the recommendation of the Superintendent of Schools, pursuant to the anticipated receipt of the gifts to reimburse our expenses, appropriations for 2010-2011 is increased as follows:

- A2170.1530.42.2170.....\$ 4,074.26

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

4.7 External Auditor

Upon motion duly made by Mrs. Boba, seconded by Mr. Mastroianni, and carried unanimously, and upon the recommendation of the Superintendent of Schools, Cullen & Danowski, LLP, Certified Public Accountants, was appointed External Auditor for the district for the fiscal year ending June 30, 2011 to be compensated at an annual rate of \$45,400 in accordance with the engagement letter attached to the agenda of October 13, 2010.

4.8 Consultants and/or Independent Contractors

Upon motion duly made by Mr. Schoer, seconded by Mrs. Boba, and carried unanimously, the following resolution was approved:

Whereas, the Board recognizes that from time to time, it must retain the services of consultants and/or independent contractors to fulfill the educational mission of the school district; and

Whereas, the Board wishes to delegate to the Superintendent, or the Superintendent's designee, the authority to enter into contracts for educational services, in an amount not to exceed Five Thousand Dollars (\$5,000) per contract, with consultants and/or independent contractors;

Now, therefore, be it resolved as follows:

- 1) That the Board delegates authority to the Superintendent, or the Superintendent's designee, to enter into contracts for educational services, in an amount not to exceed Five Thousand Dollars (\$5,000) per contract, with consultants and/or independent contractors; and
- 2) The Superintendent, or the Superintendent's designee, shall promptly notify the Board when the school district enters into such consultant contracts; and
- 3) Prior Board approval shall be required before the school district contracts for educational services, in an amount exceeding Five Thousand Dollars (\$5,000) per contract, with consultants and/or independent contractors.

HUMAN RESOURCES

5.1 Resignations

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

- Gerhardt, Debra, Part-Time Clerk Typist, OMS, effective close of business October 13, 2010
- Hart, Maria, Food Service Worker, WDPS, effective close of business September 27, 2010

5.2 Leaves of Absence

Upon motion duly made by Mrs. Boba, seconded by Mr. Banks, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the following leaves of absence were approved.

Leaves of Absence				
Name	Assignment	School	Dates Paid	Dates Unpaid
Brown, Maria	Elementary Teacher	TJL	12/1/10-3/9/11	N/A
Schmitz, Alison	Teaching Assistant	OMS	N/A	9/27/10-11/3/10
Thomsen, Andrea	English Teacher	HHS	1/3/11-4/4/11	N/A

5.3 Civil Service Appointments

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Schoer, and carried unanimously, 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 October 13, 2010 were approved.

Contingent Probationary		
Name	School	Assignment
Vignola Pechar, Amelia	HHS	Clerk Typist (12 months)
Part-time for the maximum period through June 30, 2011 to serve at the pleasure of the Board of Education		
Name	School	Assignment
Staib, Jean	OMS	Clerk Typist (10-month)

5.4 Professional Appointments

Upon motion duly made by Mr. Banks, seconded by Mrs. Boba, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the following professional appointments in accordance with the schedule attached to the official minutes of October 13, 2010 were approved.

Part-time for the maximum period through June 30, 2011 to serve at the pleasure of the Board of Education		
Name	School	Assignment
Palmieri, Jaymi	TJL	Teaching Assistant
Reingold, Pamela	WDPS	Teaching Assistant
Weitemeyer, Rosemarie	OMS	Teaching Assistant

5.5 Increase in Hours

Upon motion duly made by Dr. McDonagh, seconded by Mr. Toles, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the following personnel were granted an increase in hours:

- McClintock, Annie, Teaching Assistant, HHS, from 6 hours per day to 6.5 hours per day effective September 1, 2010
- Robertson, Lucille, Teaching Assistant, OMS, from 6 hours per day to 6.5 hours per day effective September 1, 2010

5.6 Substitute List Addendum 2010-2011

Upon motion duly made by Mrs. Boba, seconded by Mr. Banks, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the

substitute list addendum as attached to the official minutes of October 13, 2010 was approved.

5.7 Extracompensation Appointment Schedule 2010-2011

Upon motion duly made by Mrs. Boba, seconded by Mr. Banks, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the appointees specified on the Extracompensation Appointment Schedule attached to the official minutes of October 13, 2010 were approved.

5.8 Increase in Hours for the “Lahey Lions” Reading/Mathematics Program at TJL

Upon motion duly made by Mr. Schoer, seconded by Mr. Toles, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the following personnel were granted an increase in hours for the “Lahey Lions” reading/mathematics program at TJL:

Program Coordinator: Mary Scharbo-Steinert – 20 hours @ \$65.06 per hour		
ELA Teachers: 55 one-hour sessions from October 18, 2010-May 25, 2011		
Name	Grade	Rate of Pay
Sonia Armstrong	3	\$42.33 per hour
Heidi Gaertner *	3	\$42.33 per hour
Mary Scharbo-Steinert*	3	\$42.33 per hour
Kelly Teape	4	\$42.33 per hour
Jenna Walsh	4	\$42.33 per hour
Suzanne Mitchell	5	\$42.33 per hour
Christine Vlcek	5	\$42.33 per hour
ELA Teaching Assistants		
Brenda Seth	3	\$15.72 per hour
Carolyn Girard	4	\$17.57 per hour
Robyn Blossner	5	\$16.65 per hour
Math Teachers: 27 one-hour sessions from October 14, 2010-May 26, 2011		
Name	Grade	Rate of Pay
Andrea Parker	3	\$42.33 per hour
Christina Reisert	3	\$42.33 per hour
Christine Vlcek	4	\$42.33 per hour
Trudy Burdman	5	\$42.33 per hour
Math Teaching Assistants		

Name	Grade	Rate of Pay
Mary Ann Broderick	3	\$16.65 per hour
Carolyn Girard	4	\$17.57 per hour
Robyn Blossner	5	\$16.65 per hour

***Note:** Ms. Gaertner will be a leave replacement for Ms. Scharbo-Steinert effective December 13, 2010.

5.9 New Teacher Mentor Program for 2010-2011 School Year

Upon motion duly made by Mr. Schoer, seconded by Mr. Banks, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the following staff member was approved for participation in the New Teacher Mentor Program for the 2010-2011 school year for a stipend of \$40.77 per hour for a maximum of 45 hours.

- Scheer-Legge, Suzanne

INSTRUCTION

6.1 Review of IEP Recommendations and Authorization for Placement and Services

Upon motion duly made by Mr. Toles, seconded by Mrs. Boba, and carried unanimously, 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, SCSE, and CPSE.

- **Committee on Special Education** meetings dated September 29, 2010 and October 4, 2010
- **Subcommittee on Special Education** meeting dated September 28, 2010
- **Committee on Preschool Special Education** meetings dated September 16, 2010 and October 13, 2010

6.2 Agreement and Release for Instructional Programs and Services for a Disabled Student

Upon motion duly made by Mr. Schoer, seconded by Mr. Banks, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the agreement and release between the Harborfields Central School District and the parents of a disabled student #013130 as attached to the agenda of October 13, 2010 was approved.

Be it further resolved, the Board of Education hereby authorized the Board President to execute this agreement and release.

ITEMS FOR DISCUSSION

Cardiac Screening for Student Athletes

The Board's agenda packet contained a memo from Mr. Valente regarding "Cardiac Screening for Student Athletes." It stated that "Dr Levchuk, along with the staff at St. Francis Heart Center would like to accommodate 60 of our student athletes on Sunday, March 20, 2011 for cardiac screening FREE OF CHARGE." Additionally, they would like to conduct these free screenings at Harborfields High School.

Mr. Carasiti stated that unfortunately they can only accommodate 60 of these student athletes and these student athletes would be chosen by a lottery. Mr. Valente would then notify the students that were chosen.

BOARD OF EDUCATION ACTIVITIES

N-SSBA Annual Resolutions Dinner, September 29, 2010, Fox Hollow, Woodbury, NY

Mr. Toles, Mr. Carasiti, and Dr. Koenig attended this dinner meeting. Mr. Toles stated that David Little spoke regarding the state of education in New York and the nation, and it was not positive. Mr. Carasiti stated that there is a trend towards the equalization of education across the country which means they want us to go from great to good.

There were no objections to any of the NYSSBA resolutions.

NYSSBA Conference entitled, "Essential Policy Elements of Schools Safety", September 30, 2010, Melville Marriott

Mr. Nimmo attended this conference. The topic discussed were policies and making sure all district policies are in place, and making sure the district has an anti-bullying policy. Mr. Nimmo reported that it was basically a reaffirmation of what we are doing.

PUBLIC PARTICIPATION

There was no public participation at this time.

EXECUTIVE SESSION

Upon motion duly made by Mr. Toles, seconded by Mr. Schoer, and carried unanimously, the Board moved to executive session at 9:33 p.m. for the purpose of discussing litigation and negotiations.

Mr. Toles left the meeting at 10:50 p.m.

The Board reconvened the regular meeting at 10:55 p.m.

ADJOURNMENT

Upon motion duly made by Mr. Schoer, seconded by Mr. Banks, and carried (6-0), the Board adjourned the regular meeting of October 13, 2010 at 11 p.m.

Respectfully submitted,

Barbara Muller
District Clerk