

HARBORFIELDS CENTRAL SCHOOL DISTRICT
GREENLAWN, NEW YORK 11740

Kind of Meeting	-	Regular Meeting
Place of Meeting	-	HHS Multipurpose Room
Date of Meeting	-	January 18, 2012
Board Members Present	-	Mr. Giuliano, Mrs. Boba, Mr. Banks, Mr. Mastroianni, Dr. McDonagh, Mr. Schoer,
Board Members Absent	-	Mr. Toles
Others Present	-	Ms. Todaro, Acting Superintendent, Mr. Nimmo, Mr. Sallie, Ms. Muller, Greg Guercio, Esq., Community Members

Mr. Giuliano called the meeting to order at 6:05 p.m.

EXECUTIVE SESSION

Upon motion duly made by Mr. Schoer, seconded by Mrs. Boba, and carried (5-0), the Board, district office administrators, district counsel, and district clerk moved to Executive Session at 6:06 p.m. for the purpose of discussing contract negotiations, a tenure matter, and budget matters as it pertains to staffing. Dr. McDonagh entered the meeting at 6:09 p.m. Greg Guercio left executive session at 7 p.m.

At 7:30 p.m. the Board moved to the multipurpose room where the Board was recognized by the HHS PTSA for Board recognition week. The high school marching band performed and Board members were presented with individual art work as well as a large framed picture to be placed in the Board room. Coffee and cake were served to Board members.

The Board reconvened the public meeting at 7:55 p.m. Mr. Giuliano 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.

Board Recognition Program

The following students and staff were recognized for their achievements:

STUDENTS:

Christopher Brandine, Brian Chalif, Eric Hochwald, Young Sung Kim, Megan Lyons, and Gabriella Savino were named 2011 NYSSMA All-State Commended Student Musicians.

Brian Chalif was selected to participate in the 24 Voice, 2012 SCMEA All-County Vocal Jazz Ensemble.

James Keegan and Tori Keegan were recipients of the 2011 Suffolk Zone Physical Education Award.

Alexander LaFroschia was selected to participate in the 2012 SCMEA All-County Percussion Ensemble.

Sasha Moore was awarded a Silver Medal in the Young Professionals Chamber of Commerce's 9th Annual Business Competition.

STAFF:

Allison Kraham – TJL was selected as a 2011-12 Dowling College/News 12 Long Island Educator of the Month.

Joseph Maiello – OMS – successful Operation Ziplock

Suzanne Scheer-Legge – HHS was selected as a New York State and Suffolk Zone Adapted Physical Education Teacher of the Year.

Allison Scilla – HHS was selected by "School Band and Orchestra" Magazine as one of the 50 Directors who make a difference in the United States.

ACTING SUPERINTENDENT'S REPORTS

Student Representative's Report

Bridget Greene, student representative from HHS reported on the following:

- The Young Professionals' Chamber of Commerce's 8th annual business competition took place this year on December 1, 2011. Over 215 students participated in this competition.
- Twenty music students received all-county honors by the Suffolk County Music Educators Association.
- Chamber Orchestra performed at the Town of Huntington Inauguration held January 8, 2012.
- Girls' Basketball team is ranked 2nd in their league.
- Lucas Woodhouse, senior at HHS, signed a letter of intent to play college basketball at Longwood University in North Carolina next fall.

Harborfields Alumni and Community Educational Foundation's Presentation

Marianne Minton and Laurie Wax, Co-Presidents of HACEF reported briefly on this organization stating that they were established in 2003 and their purpose is to enrich and enhance the educational program and provide scholarships to graduating seniors. Ms. Wax stated that the Winter Carnival will be held on February 11, 2012.

Acting Superintendent's Report

Ms. Todaro gave a PowerPoint presentation on the 2012-2013 Budget. She spoke

about a rollover budget, the property tax cap law Chapter 97, understanding the tax levy, and calculation of the tax levy. A complete copy of this report is on file in the office of the Superintendent. Ms. Todaro announced that prior to the February 15, 2012 Board meeting, a community forum will be held at 7:00 p.m.

Claims Auditor's Report

Ms. Viglucci, Claims Auditor, advised the Board that there were no problems to report on regarding confirming purchase orders.

BOARD OF EDUCATION MINUTES

The Board of Education accepted the following minutes:

- Special Meeting, December 8, 2011
- Regular Meeting, December 14, 2011
- Special Meeting, January 4, 2012

FINANCE

4.1 Treasurer's Report

Upon motion duly made by Mr. Schoer, seconded by Mr. Banks, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, the Treasurer's Report for December 2011 was approved.

4.2 Schedules of Bills

Upon motion duly made by Dr. McDonagh, seconded by Mr. Mastroianni, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, the schedules of bills for December 2011 were approved.

4.3 Financial Status Report

Upon motion duly made by Mr. Schoer, seconded by Mr. Banks, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, the Financial Status Report for November 2011 was approved.

4.4 Budgetary Transfer of Funds

Upon motion duly made by Dr. McDonagh, seconded by Mr. Mastroianni, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, the budgetary transfer of funds as listed in the attachments to the official minutes of January 18, 2012 were approved.

4.5 Parentally Placed Private School/Special Education Service Contracts

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, the following parentally placed private school/special education service contracts between the Harborfields Central School District "District of Residency" and the school "District of Locations" listed below were approved. The "District of Residency" will be billed for special education services for children residing in the Harborfields Central School District and attending parentally placed nonpublic schools in said school districts in accordance with Education Law Section 3602-c and regulations of the Commissioner of Education.

- Five (5) students attending a private school within the South Huntington Union Free School District effective July 1, 2011 through June 30, 2012
- One (1) student attending a private school within the Half Hollow Hills Central School District effective July 1, 2011 through June 30, 2012

4.6 School Service/Specialized Education Agreement

Upon motion duly made by Mrs. Boba, seconded by Mr. Banks, and carried (6-0), and upon the recommendation of the Acting 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.

- **Developmental Disabilities Institute** to provide educational services for children with disabilities in accordance with the Individualized Education Programs (IEPs) for the period of July 1, 2011 through June 30, 2012 and compensated at rates set forth in said agreement.

4.7 Acceptance of Gifts

Upon motion duly made by Mrs. Boba, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, the following gifts were accepted with thanks:

- Donation of two (2) wooden benches by Harborfields High School student, Christopher Bourgeois for the high school courtyard as part of an Eagle Scout Leadership service project
- Donation of four (4) stage lighting fixtures with associated lamps and hardware/equipment valued at \$13,587.36 from Oldfield Middle School's drama club for the middle school's auditorium

4.8 Acceptance of Gift/Grant and Increase in Appropriations

Upon motion duly made by Mr. Banks, seconded by Mrs. Boba, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, the following gift/grant was accepted:

1. E-Rate grant from Verizon Wireless (\$1,097.16) to be used under the guidance and direction of the Office of Curriculum and Instruction to support the district's technology program
2. Donation of \$2,000 from Northport Cow Harbor United Soccer Club to be used at the discretion of the Director of Health, Physical Education and Athletics

Further, upon the recommendation of the Acting Superintendent of Schools, pursuant to the anticipated receipt of the gift/grant to reimburse our expenses, appropriations for 2011-2012 be increased as follows:

1. A2630.2000.42.2630.....\$1,097.16
2. A2855.5010.36.2855.....\$2,000.00

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

4.9 Corrective Action Plan for External Audit

Whereas, the Board of Education received an audit report from the external auditor, Cullen & Danowski, LLP for the fiscal year ended June 30, 2011 and pursuant to Chapter 263 of the Laws of 2005 amending education law to require school districts to develop a response to the external auditor's management letter, presented and accepted by the Board on November 16, 2011, the district has developed a response to the External Audit Report in the form of a Corrective Action Plan.

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Banks, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, the Board of Education accepted the Corrective Action Plan to the External Audit Report.

HUMAN RESOURCES

5.1 Resignation

Upon motion duly made by Mr. Mastroianni, seconded by Dr. McDonagh, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, the following resignation was accepted:

- Gress, Jason, Teaching Assistant, TJL, effective close of business January 27, 2012

5.2 Leaves of Absence

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

Name	Assignment	School	Dates Paid	Dates Unpaid
Karagjozi, Susan	Physical Education Teacher	OMS	4/23/12-8/31/12	N/A
Russo, Timothy	Social Studies Teacher	HHS	3/14/12-4/20/12	N/A

5.3 Professional Appointments

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Banks, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, the following professional appointments in accordance with the schedule attached to the official minutes of January 18, 2012 were approved.

Part-time for the maximum period through June 30, 2012 to serve at the pleasure of the Board of Education		
Blackshaw, Kerianne	TJL	Teaching Assistant
Mugno, Michael	HHS	Social Studies Teacher

5.4 Civil Service Appointment

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Banks, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, the following civil service appointment in accordance with the schedule attached to the official minutes of January 18, 2012 was approved.

Probationary Part-time		
Name	School	Assignment
Theofield, Theresa	OMS	Clerk Typist (12 months)

5.5 Increase in Hours

Upon motion duly made by Mrs. Boba, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, the following employee was granted an increase in hours:

- Egger, Matthew, Teaching Assistant, TJL, from six hours per day to seven hours per day effective January 19, 2012

5.6 Substitute List Addendum 2011-2012

Upon motion duly made by Mrs. Boba, seconded by Dr. McDonagh, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, the substitute list addendum as attached to the official minutes of January 18, 2012 was approved for the maximum period through June 30, 2012 to serve at the pleasure of the Board.

5.7 Extracompensation Appointment Schedule 2011-2012

Upon motion duly made by Mr. Banks, seconded by Mr. Mastroianni, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, the appointees specified on the Extracompensation Appointment Schedule attached to the official minutes of January 18, 2012 were approved.

5.8 District Board of Education Members, District Clerk, and District Office Administrators to Attend a Conference

Upon motion duly made by Dr. McDonagh, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, the Board of Education members, district clerk, and district office administrators were authorized to attend the conference listed below and be reimbursed for expenses in accordance with policy file 2521.

- N-SSBA's Conference entitled: "**The Battle for Control of our Schools: Communities vs. State and Federal Government**", January 31, 2012, Hilton Huntington

INSTRUCTION

6.1 Review of IEP Recommendations and Authorization for Placement and Services

Upon motion duly made by Mrs. Boba, seconded by Mr. Schoer, and carried (6-0) and upon the recommendation of the Acting 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 December 7, 2011, December 12, 2011, December 13, 2011, December 14, 2011, December 19, 2011, December 21, 2011, December 22, 2011 and January 4, 2012
- **Committee on Preschool Special Education** meeting dated December 15, 2011 and January 5, 2012
- **Subcommittee on Special Education** meetings dated November 29, 2011, December 12, 2011, December 13, 2011, December 14, 2011, December 16, 2011, and December 20, 2011

6.2 Adoption of the 2012-2013 School Calendar

Upon motion duly made by Dr. McDonagh, seconded by Mr. Banks, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, the 2012-2013 Harborfields Central School District's calendar as contained in the official minutes of this meeting of January 18, 2012 was adopted.

6.3 Adoption of Revised Board of Education Policies

Upon motion duly made by Dr. McDonagh, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, the following revised policies as attached to the agenda of January 18, 2012 were adopted.

- **File 8121** **First Aid**
- **File 8240** **Traffic and Parking on School Property**
- **File 8260** **Wellness Center Acceptable Use Policy**
- **File 8260-R** **Wellness Center Acceptable Use Regulation**
- **File 8260-E** **Wellness Center Acceptable Use Release Form**
- **File 8300** **Material Resources Management**
- **File 8330** **Authorized Use of School-Owned Materials and Equipment**
- **File 8332** **District-Owned Cellular Telephones**
- **File 8332-R** **District-Owned Cellular Telephones Regulation**
- **File 8410** **Student Transportation**
- **File 8414** **School Bus Safety**
- **File 8414-R** **School Bus Safety Regulation**
- **File 8520** **Free and Reduced Price Food Services**
- **File 8700** **Insurance**
- **File 9000** **Personnel Policy Goals**
- **File 9120** **Staff Ethics**
- **File 9120.1** **Conflict of Interest**
- **File 9160** **Personnel Records**
- **File 9170** **Meals and Refreshments**
- **File 9170-R** **Meals and Refreshments Regulation**
- **File 9210** **Staff Positions**
- **File 9220** **Staff Qualifications**
- **File 9320** **Substance Abuse Policy**
- **File 9340** **Employee Assistance Program**
- **File 9645** **Disclosure of Wrongful Conduct**
- **File 9675** **Vacation Accrual and Payment**
- **File 9810** **Negotiations Legal Status**

6.4 Removal of Board of Education Policies

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Banks, and carried (6-0), and upon the recommendation of the Acting Superintendent of Schools, the

following revised policies as attached to the agenda of January 18, 2012 were removed.

- **File 8413** **Transportation for Nonpublic School Students**
- **File 9110.2** **Sexual Harassment of Employees**
- **File 9110.4** **Employees with HIV-Related Illness**
- **File 9110.4-R** **Employees with HIV-Related Illness Regulation**
- **File 9220-R** **Staff Qualifications Regulation**
- **File 9330** **Smoking on School Premises by Staff**

6.5 First Reading of Revised Board of Education Policy

The following revised policy is presented to the Board of Education for a first reading for action at a subsequent meeting. No action is required at this time.

- **File 8421** **District-Owned Vehicles**

ITEMS FOR DISCUSSION

Budget Vote Hours

Ms. Todaro recommended the voting hours be changed this year **from** 3 p.m. to 10 p.m. **to** 12 noon to 10 p.m. due to the use of new voting machines. Since the district is required to hire inspectors of election who are certified inspectors by the Suffolk County Board of Elections there will be some new personnel who are not familiar with district procedures on how we operate the vote. Additionally, some of our former inspectors will continue to work but they cannot work on the new machines. It was the consensus of the Board to change the voting hours for the 2012 Annual Budget Vote and Election and see how it works out. This change will take place for the 2012 year only and will be revisited next year.

R.E.F.I.T

It was the consensus of the Board that the district no longer maintains membership in this organization.

Facebook

Alison DeMaria of Syntax prepared a presentation to the Board for a possible Facebook account. There were many unanswered questions which Ms. DeMaria stated she would look into.

BOARD OF EDUCATION ACTIVITIES

There were no Board of Education activities.

PUBLIC PARTICIPATION

A resident felt that the Facebook idea would be great; however, he stated that the administrator must password protect photos.

A resident stated that she is not a fan of Facebook and asked what group of people the district is trying to target by using Facebook. The district has a website that residents can access.

A resident expressed concern over a bus stop which was changed several months ago stating that it was a safety issue, and he was upset with the Board and administration regarding their findings.

EXECUTIVE SESSION

Upon motion duly made by Mr. Schoer, seconded by Mr. Mastroianni, and carried (6-0), the Board moved to Executive Session at 9:28 p.m. to discuss a particular contract.

Mrs. Boba left the meeting at 9:32 p.m.

The Board reconvened the regular meeting at 10:59 p.m.

ADJOURNMENT

Upon motion duly made by Mr. Schoer, seconded by Mr. Mastroianni, and carried (5-0), the Board adjourned the regular meeting of January 18, 2012 at 11 p.m.

Respectfully submitted,

Barbara Muller
District Clerk