

APPROVED MINUTES

HARBORFIELDS CENTRAL SCHOOL DISTRICT GREENLAWN, NEW YORK 11740

Kind of Meeting	-	Regular Meeting
Place of Meeting	-	OMS Auditorium
Date of Meeting	-	February 15, 2012
Board Members Present	-	Mr. Giuliano, Mrs. Boba, Mr. Banks, Mr. Mastroianni, Dr. McDonagh, Mr. Schoer, Mr. Toles
Board Members Absent	-	None
Others Present	-	Ms. Todaro, Superintendent, Mr. Nimmo, Mr. Sallie, Mr. O'Brien, Ms. Muller, Community Members

Mr. Giuliano called the meeting to order at 6:07 p.m.

EXECUTIVE SESSION

Upon motion duly made by Mr. Mastroianni, seconded by Mr. Schoer, and carried (6-0), the Board, district office administrators, and district clerk moved to Executive Session at 6:08 p.m. for the purpose of discussing contract negotiations. Mr. Banks entered the meeting at 6:11 p.m. Ms. Melone entered the meeting at 6:40 p.m. to discuss student issues.

At 7:00 p.m. the Board moved to the auditorium where a recognition was held honoring Diana Todaro on her appointment as Superintendent of Schools.

At 7:25 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.

COMMUNITY FORUM

Ms. Todaro gave a presentation on the development of the 2012-13 budget. She spoke about planning the budget which is a multi-step process that begins with identifying expenses associated with a rollover budget; comparing the 2012-13 rollover budget to the 2011-12 budget and assessing the overall increase in expenses; and addressing the new Tax Cap Legislation. A comprehensive report is on file in the office of the Superintendent.

Members of the community asked several questions and made comments regarding:

- the upcoming budget including staff reductions
- elimination of clubs
- the LEAP program
- Triborough exclusions
- language that will be placed on the ballot
- replacing building administrative staff
- state aid
- bussing

- distance learning
- revenues
- insurance costs
- teachers' retirement incentive

The Board reconvened the public meeting at 8:55 p.m.

PUBLIC PARTICIPATION

There was no public participation at this time.

SUPERINTENDENT'S REPORTS

Student Representative's Report

Bridget Greene, student representative from HHS, gave the following report:

- Congratulated Ms. Todaro on her new position
- Sara Tane was named Capital-One News 12 Scholar Athlete Award winner
- Erin Morency received a certificate of excellence from Prudential Spirit of Community Awards Program. She was recognized for her dedication to many service projects
- Mathletes "A" team is in third place in Suffolk County.
- Varsity Cheerleaders captured a bronze medal in the Harborfields Invitational
- Harborfields High School hosted a group of visiting educators, journalists and politicians from South Korea. These guests toured classrooms and spoke to teachers, students, and parents. They praised the high school community and commented on the dedication of our faculty and staff
- Playfest weekend was very successful

Superintendent's Report

Ms. Todaro gave the following report:

- On January 25, 2012, the HHS and OMS PTA hosted a presentation on Drug and Alcohol awareness. The presenter, Stephen Chassman, was outstanding and provided details of what is occurring with youth today.
- The annual Black History program will be held tomorrow at HHS at 7 p.m.
- Author of Fancy Books, Jane O'Connor, visited WDPS on February 9, 2012. She shared highlights of her most recent book, The Mermaid and the Ballet, with second grade students.
- PARP programs were held at TJL and WDPS.
- SEPTA's Dance for Love Fundraiser was held February 12, 2012. It was a wonderful event.
- The Race to Nowhere film will be shown at the next Parents as Partners program on March 1, 2012.

- The annual Legislative Breakfast with local legislators will be held on Saturday, March 24, 2012. Elwood School District will host this year's meeting, in collaboration with Cold Spring Harbor School District.

Harborfields Alliance for Community Outreach (HACO) Presentation

Michael Woodhouse, HACO Representative, advised the Board that HACO was established in 2009 but has been in existence since 2000. The organization serves families in need in our community. He continued that they serve approximately 800 people per month providing families with clothing and other essential items. HACO also sends youngsters to camp, purchases eyeglasses and holiday gifts. They provide transportation for families requiring emergency medical help. Mr. Woodhouse further stated that the organization has recently implemented the Frank J. Carasiti Scholarship Fund.

Progress of Board of Education Goals

Ms. Todaro reported on the progress of goals for the 2011-12 school year. A comprehensive report is on file in the office of the Superintendent.

BOARD OF EDUCATION MINUTES

The Board of Education accepted the following minutes:

- Regular Meeting, January 18, 2012

FINANCE

4.1 Treasurer's Report

Upon motion duly made by Mr. Toles, seconded by Mr. Schoer, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the Treasurer's Report for January 2012 was approved.

4.2 Schedules of Bills

Upon motion duly made by Mr. Banks, seconded by Mr. Mastroianni, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the schedules of bills attached to the agenda of February 15, 2012 were accepted.

4.3 Financial Status 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 Financial Status Report for December 2011 was accepted.

4.4 Health Services Agreements

Upon motion duly made by Mr. Banks, seconded by Mr. Schoer, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the following health services agreements 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 districts for the 2011-2012 school year were approved.

- ✧ **Jericho UFSD**, thirteen students attending Long Island Lutheran at a cost of \$969.15 each totaling \$12,598.95
- ✧ **Syosset UFSD**, two students attending St. Edward the Confessor School at a cost of \$833.01 each totaling \$1,666.02 and fifteen students attending Our Lady of Mercy Academy at a cost of \$833.01 totaling \$12,495.15
- ✧ **Uniondale UFSD**, one student attending Kellenberg High School at a cost of \$614.29

4.5 Parentally Placed Private School/Special Education Service Contract

Upon motion duly made by Mr. Toles, seconded by Dr. McDonagh, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the following parentally placed private school/special education service contract between the Harborfields Central School District "District of Residence" and the school "District of Location" listed below was approved. The "District of Residence" will be billed for special education services for children residing in the Harborfields Central School District and attending a parentally placed nonpublic school in said school district in accordance with Education Law Section 3602-c and regulations of the Commissioner of Education.

- ✧ One (1) Harborfields student attending a private school within the Smithtown Central School District effective July 1, 2011 through June 30, 2012

4.6 School Service/Specialized Education Agreements

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

- ✧ **Anderson Center for Autism** to provide instructional services and special education related services for students in accordance with the Individualized Education Plan (IEP) for the period of July 1, 2011 through June 30, 2012 in accordance with the tuition rate established by the Commissioner of Social Services.

- ✧ **UCP of Greater Suffolk, Inc.** to provide instructional services and special education related services for students in accordance with the Individualized Education Plan (IEP) for the period of July 1, 2011 through June 30, 2012 in accordance with the tuition rate established by the Commissioner of Education.
- ✧ **Cost Management Services, Inc.** to provide professional staff and services related to Medicaid in accordance with the Individualized Education Programs (IEPs) of disabled students for the period January 1, 2012 through June 30, 2012 and compensated as contained in the said contract.

4.7 Acceptance of Gift/Grant and Increase in Appropriations

Upon motion duly made by Mr. Schoer, seconded by Mrs. Boba, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the following gift/grant were accepted with thanks:

1. Gift from the Booster Club in the amount of \$5,000.00 to be used under the guidance and direction of the Director of Health, Physical Education and Athletics to support the district's programs
2. Grant from Target's Field Trips Grant Program in the amount of \$700.00 awarded based on a grant application submitted by Sandra Buscemi, Special Education Teacher at OMS to be used for field trip expenses

Further, upon the recommendation of the 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. A2855.4200.36.2855.....\$5,000.00
2. A2255.4190.53.2255.....\$700.00

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

4.8 Acceptance of Gifts

Upon motion duly made by Mrs. Boba, seconded by Mr. Schoer, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the following gifts were accepted with thanks:

- ✧ One (1) Olympic weight set consisting of a bench, bars, and weights donated by Mr. and Mrs. Kenneth Pforr to be used in the high school wellness center under the direction of the Director of Health, Physical Education and Athletics
- ✧ Gift from General Mills, Box Tops for Education in the amount of \$910.40 to be applied to the TJL Outreach Fund through the Expendable Trust Account
- ✧ Two (2) SMART Boards donated by Oldfield Middle School's PTA for use at Oldfield Middle School

4.9 Budgetary Transfer of Funds

Upon motion duly made by Mr. Mastroianni, 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 official minutes of February 15, 2012 were approved.

4.10 Cooperative Bidding Agreement for Special Education Services

Upon motion duly made by Mrs. Boba, seconded by Mr. Mastroianni, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the following resolution was approved:

Whereas, various educational and municipal corporations located within the State of New York desire to bid jointly for OT/PT, speech, social worker, and other services (RFP #12-01P); and

Whereas, Harborfields Central School District, an educational/municipal corporation (hereinafter the "Participant") is desirous of selectively participating with other educational and/or municipal corporations in the State of New York in joint bidding in the areas mentioned above pursuant to General Municipal Law § 119-o and Education Law Section 1950; and

Whereas, the Participant is a municipality within the meaning of General Municipal Law § 119-n and is eligible to participate in the Board of Cooperative Educational Services, Second Supervisory District of Suffolk County (hereinafter Western Suffolk BOCES) Joint Municipal Cooperative Bidding Program (hereinafter the "Program") in the areas mentioned above; and

Whereas, with respect to all activities conducted by the Program, the Participant wishes to delegate to Western Suffolk BOCES the responsibility for drafting of specifications, advertising for bids/proposals, accepting and opening bids/proposals, tabulating bids/proposals, awarding the bids/proposals, and reporting the results to the Participant.

Be it resolved, that the Participant hereby appoints Western Suffolk BOCES to represent it and to act as the lead agent in all matters related to the services as described above; and

Be it further resolved, that the Participant hereby authorizes Western Suffolk BOCES to place all legal advertisements for any required cooperative bidding in Newsday, which is designated as the official newspaper for Western Suffolk BOCES; and

Be it further resolved, that this Agreement with the Participant shall be for a term of one (1) year as authorized by General Municipal Law § 119-o.2.j.

HUMAN RESOURCES

5.1 Resignations

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

- ✧ Gillam, Daniel, Technology Teacher, OMS, effective close of business January 27, 2012
- ✧ Drager, Laura, Teaching Assistant, OMS, effective close of business February 13, 2012

5.2 Leaves of Absence

Upon motion duly made by Mrs. Boba, seconded by Mr. Toles, 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
Ambrosio, Jennifer	Special Education Teacher	HHS	4/16/12-8/31/12	N/A
Ronai, Steven	Social Studies Teacher	HHS	N/A	9/1/12-8/31/13
Taylor, Kathleen	Physical Education Teacher	WDPS	9/4/12-11/26/12	N/A
Revision of Leave Dates				
Schoonmaker, Patricia	Special Education Teacher	HHS	From: 1/3/12-3/13/12 To: 12/19/11-3/6/12	N/A

5.3 Substitute Teacher Assignment

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

- ✧ O'Toole, Kimberly, Per-Diem Substitute Teacher, TJL, effective February 16, 2012 through March 16, 2012 at the daily rate of \$193.00 per day

5.4 Professional Appointments

Upon motion duly made by Mr. Mastroianni, 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 February 15, 2012 were approved.

Part-time		
for the maximum period through June 30, 2012 to serve at the pleasure of the Board		
Name	School	Assignment
Hillebrand, Marissa	OMS	Teaching Assistant
McCann-Nostro, Erin	WDPS	Teaching Assistant
Ratliff, Chantel	WDPS	Teaching Assistant

5.5 Permanent Appointments

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 employees were granted permanent appointment.

Permanent Appointments			
Name	School	Assignment	Effective Date
Marmo, Mary	TJL	Clerk Typist	2/25/12
Picardi, Nicholas	WDPS	Custodial Worker	3/6/12
Piscitelli, Filomena	HHS	Cook Manager	3/1/12
Siele, William	HHS	Custodial Worker	3/6/12

5.6 Increase in Hours

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

- ✧ Dowling, Susan, Teaching Assistant, WDPS, from three hours per day to six hours per day effective February 16, 2012

5.7 Extra Assignments

Upon motion duly made by Mr. Banks, seconded by Mr. Schoer, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the following extra assignments in accordance with the schedule attached to the official minutes of February 15, 2012 were approved.

Extra Assignments		
Name	School	Extra Assignment
Ellick, Steven	OMS	0.2 Technology Teacher
Ello, Pamela	OMS	0.1 Technology Teacher

5.8 Revised Certified Home Instructors List for School Year 2011-2012

Upon motion duly made by Mr. Banks, seconded by Mrs. Boba, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the certified teachers named in the attachment to the official minutes of February 15, 2012 be appointed as home instructors for the 2011-2012 school year.

5.9 Substitute List Addendum 2011-2012

Upon motion duly made by Mr. Banks, seconded by Mr. Schoer, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the substitute list addendum as attached to the official minutes of February 15, 2012 was approved for the maximum period through June 30, 2012 to serve at the pleasure of the Board of Education.

5.10 Extracompensation Appointment Schedule 2011-2012

Upon motion duly made by Dr. McDonagh, seconded by Mr. Toles, 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 February 15, 2012 were approved.

5.11 Appointment of Chairperson of Annual Election and Budget Vote

Upon motion duly made by Mr. Banks, seconded by Mrs. Boba, and carried unanimously, and upon the recommendation of the Superintendent of Schools, **Maryann Viglucci** was appointed as Chairperson of the Annual Election and Budget Vote to be held on May 15, 2012.

5.12 District Board of Education and Staff Members to Attend Conferences

Upon motion duly made by Mr. Toles, seconded by Mr. Schoer, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the Board of Education members, District Clerk, and district office administrators were authorized to attend the following conferences, and be reimbursed for expenses in accordance with policy file 2521 for Board members.

- ✧ NYSSBA, District Clerk Workshop, "Tools to Help District Clerks Stay Ahead of the Curve," March 20, 2012, Islandia, New York
- ✧ SCOPE's 11th Annual School District Awards Dinner, March 26, 2012, Villa Lombardi's, Holbrook, New York

5.13 New Teacher Mentor Program for 2011-2012 School Year

Upon motion duly made by Mr. Toles, seconded by Mr. Schoer, 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 2011-2012 school year for a stipend of \$40.77 per hour for a maximum of 45 hours.

- ✧ Donohue, Danielle

5.14 Memorandum of Agreement between Harborfields Professional Office Personnel (HPOP) and Harborfields Central School District

Upon motion duly made by Mr. Banks, seconded by Mr. Toles, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the Memorandum of Agreement – Contract, between the Harborfields Professional Office Personnel (HPOP) and the Board of Education was approved.

5.15 Compensation to Inspectors from the Board of Elections for Attendance to Carillon House for Residents to Vote by Absentee Ballot

Upon motion duly made by Mrs. Boba, seconded by Mr. Banks, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the Inspectors from the Board of Elections receive \$10.00 per hour or a minimum per diem rate of \$50.00 to attend the Carillon House for residents to vote by absentee ballot at the Harborfields Annual Budget Vote and Election to be held on May 15, 2012 under Election Laws §8-407 and §1501-c.

- ✧ Lottie Bennett, Rose Dougherty, Irene Levee, and Gerald Schehr

INSTRUCTION

6.1 Review of IEP Recommendations and Authorization For Placement and Services

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

- ✧ Committee on Special Education meetings dated January 11, 2012, January 13, 2012, January 17, 2012, January 25, 2012, and January 31, 2012 and February 1, 2012
- ✧ Committee on Preschool Special Education meeting dated January 17, 2012, January 26, 2012, and February 2, 2012

- ✧ Subcommittee on Special Education meetings dated January 19, 2012, January 24, 2012, January 31, 2012, February 1, 2012 and February 2, 2012

6.2 Internship

Upon motion duly made by Dr. McDonagh, seconded by Mrs. Boba, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the following graduate student was provided with a non-paid internship commencing February 2012.

- ✧ Bivona, Thomas, 525 hours, school psychology intern at HHS

6.3 Adoption of Revised Board of Education Policy

Upon motion duly made by Mr. Banks, seconded by Mr. Schoer, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the following revised policy as attached to the agenda of February 15, 2012 was adopted.

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

6.4 Service Agreement with Optimum Lightpath

Upon motion duly made by Dr. McDonagh, seconded by Mrs. Boba, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the three year service agreement with Optimum Lightpath for Internet and Wide Area Network support was approved.

HUMAN RESOURCES

5.1A Memorandum of Agreement between United Public Service Employees Union (Custodial) and Harborfields Central School District

Upon motion duly made by Mr. Toles, seconded by Mr. Schoer, and carried unanimously, and upon the recommendation of the Superintendent of Schools, the Memorandum of Agreement – Contract between the United Public Service Employees Union (Custodial) and the Harborfields Central School District Board of Education was approved.

ITEMS FOR DISCUSSION

Washington Drive Primary School Classroom Space

Ms. Todaro advised the Board that she, Mr. Nimmo, Mr. Cacciola, and Ms. Kelly met on January 30, 2012 to assess the available classroom space at WDPS for the 2012-13 school year. It was determined that six classrooms located in the F wing on the second floor would not be utilized next year. A Board member suggested that the Town and County should be contacted to see if they need space. Another suggestion was to contact BOCES, Metro Services, SCOPE, YMCA, and the new County Executive to see

if they have a need for classroom space. Ms. Todaro advised that the following year there is a possibility that two wings will be available.

Update on Board Docs and IQM2

Ms. Todaro stated that she would set up an appointment with IQM2 for February 29, 2012 so that they can give the Board a demonstration on paperless meetings.

PUBLIC PARTICIPATION

A resident asked about receiving separate state aid for Universal Pre-K. Ms. Todaro responded that the district receives a state grant for Universal Pre-K and that this money would not be a source of revenue.

A resident asked that the last 5 to 10 years of budget vote tallies be placed on the district's website. She also requested that an FAQ page be placed on the website regarding budget.

A resident asked if a Booster Club could be set up for intramurals and clubs. Ms. Todaro stated that it could be set up but that did not necessarily mean that your child would be accepted into the activity.

A resident stated that HACEF needs help. They need time, not money.

A resident asked why the district couldn't use the space at WDPS to have a paid pre- kindergarten program in-house. He continued that we are sending our children out to someone else, why can't we let the district make the money.

BOARD OF EDUCATION ACTIVITIES

SCSSA workshop entitled, "Advocating for Suffolk County Schools", January 28, 2012, Sherwood Center, Holbrook, New York

Ms. Todaro and Mr. Schoer attended this meeting along with PTA members. Mr. Schoer stated that some of the speakers were not very good. He continued that Mr. Bixhorn stated that if Long Island was a state we would be No. 1 in education. A discussion was held regarding many districts using social media and it is a way to reach out to people. Ms. Todaro advised that legislators were not present.

General Council of PTAs President and Principal's Dinner, February 6, 2012, Jellyfish, Huntington, New York

Mr. Giuliano, Mrs. Boba, Mr. Mastroianni, Dr. McDonagh, Ms. Todaro, Mr. Nimmo and Mr. O'Brien attended the President and Principals' dinner on February 6, 2012. Ms. Todaro stated it was a phenomenal event. Ms. Rappa stated that she would like to extend the invitation to our teachers' union representatives next year.

FRN, Washington, D.C., February 6 and 7, 2012

Mr. Schoer attended the FRN Conference in Washington, D. C. This is a lobbying effort of NSBA along with NYSSBA. He stated that it was very depressing and that Washington is dysfunctional. There will be a reduction in the federal budget including IDEA which they want to reduce by 10%. Mr. Schoer stated that he met with Senators Schumer and Gillibrand who support education. He also met with Congressman Israel who stated that nothing was going to happen financially in Washington. There would be a series of rollovers. Mr. Schoer stated that due to declining enrollment there would be a \$20 billion dollar gap in revenues throughout the state. Some districts are pulling out of the OC-ED program at BOCES which would cause the remaining districts to pay a higher amount for their students.

EXECUTIVE SESSION

Upon motion duly made by Mr. Toles, seconded by Mr. Schoer, and carried unanimously, the Board moved to executive session at 10:05 p.m. for the purpose of negotiations, employment history of particular individuals, and tenure issues.

The Board reconvened the regular meeting at 11:07 p.m.

ADJOURNMENT

Upon motion duly made by Dr. McDonagh, seconded by Mrs. Boba, and carried unanimously, the Board adjourned the regular meeting of February 15, 2012 at 11:08 p.m.

Respectfully submitted,

Barbara Muller
District Clerk